

# ST. JOHN'S

## Regular Meeting - City Council Agenda

April 7, 2026

3:00 p.m.

4th Floor City Hall

Pages

1. **CALL TO ORDER**
2. **PROCLAMATIONS/PRESENTATIONS**
  - 2.1 Records and Information Management Month
3. **APPROVAL OF THE AGENDA**
  - 3.1 Adoption of Agenda
4. **ADOPTION OF THE MINUTES**
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5. **BUSINESS ARISING FROM THE MINUTES**
  - 5.1 Text Amendment – Section 6.20 Heavy Equipment – REZ2600003 15  
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  - 6.2 Extension to a Single Detached Dwelling in the Watershed – 86 Paradise Road (Town of Paradise) – INT2600015 31
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# **ST. JOHN'S**

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

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

**March 25, 2026, 3:00 p.m.**

**Present:**

- Mayor Danny Breen
- Deputy Mayor Ron Ellsworth
- Councillor Kate Cadigan
- Councillor Lynn Hammond
- Councillor Sandy Hickman
- Councillor Nikita Ryall
- Councillor Jill Bruce
- Councillor Brenda Halley
- Councillor Greg Noseworthy
- Councillor Tom Davis
- Councillor Donnie Earle

**Staff:**

- Derek Coffey, City Manager
- Jason Sinyard, Deputy City Manager of Planning, Engineering & Regulatory Services
- Lynnann Winsor, Deputy City Manager of Public Works
- Cheryl Mullett, City Solicitor
- Karen Sherriffs, Deputy City Manager, Community Services
- Ken O'Brien, Chief Municipal Planner
- Theresa Walsh, City Clerk
- Jackie O'Brien, Manager of Corporate Communications
- Jennifer Squires, 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**
3. **APPROVAL OF THE AGENDA**

- 3.1 **Adoption of Agenda**

SJMC-R-2026-03-25/072

**Moved By** Councillor Noseworthy

**Seconded By** Councillor Halley

That the Agenda be adopted as presented.

For (11): Mayor Breen, Deputy Mayor Ellsworth, Councillor Cadigan, Councillor Hammond, Councillor Hickman, Councillor Ryall, Councillor Bruce, Councillor Halley, Councillor Noseworthy, Councillor Davis, and Councillor Earle

**MOTION CARRIED (11 to 0)**

4. **ADOPTION OF THE MINUTES**

- 4.1 **Adoption of Minutes - March 10, 2026**

SJMC-R-2026-03-25/073

**Moved By** Councillor Cadigan

**Seconded By** Councillor Bruce

That the minutes of March 12, 2026, be adopted as presented.

For (11): Mayor Breen, Deputy Mayor Ellsworth, Councillor Cadigan, Councillor Hammond, Councillor Hickman, Councillor Ryall, Councillor Bruce, Councillor Halley, Councillor Noseworthy, Councillor Davis, and Councillor Earle

**MOTION CARRIED (11 to 0)**

5. **BUSINESS ARISING FROM THE MINUTES**

6. **DEVELOPMENT APPLICATIONS**

**6.1 Request for Variance on Accessory Building Height – 12 Lake View Drive – INT2600010**

SJMC-R-2026-03-25/074

**Moved By** Councillor Ryall

**Seconded By** Councillor Earle

That Council approve a 10% Variance on the Accessory Building Height at 12 Lake View Drive Road to allow a height of 5.5 metres.

For (11): Mayor Breen, Deputy Mayor Ellsworth, Councillor Cadigan, Councillor Hammond, Councillor Hickman, Councillor Ryall, Councillor Bruce, Councillor Halley, Councillor Noseworthy, Councillor Davis, and Councillor Earle

**MOTION CARRIED (11 to 0)**

**6.2 Extension to a Single Detached Dwelling in the Watershed – 112 Camrose Drive (Town of Paradise) – INT2600007**

SJMC-R-2026-03-25/075

**Moved By** Councillor Ryall

**Seconded By** Deputy Mayor Ellsworth

That Council approve a 588.32m<sup>3</sup> extension to the existing Single Detached Dwelling in the Protected Broad Cove Watershed at 112 Camrose Drive, Paradise.

For (11): Mayor Breen, Deputy Mayor Ellsworth, Councillor Cadigan, Councillor Hammond, Councillor Hickman, Councillor Ryall, Councillor Bruce, Councillor Halley, Councillor Noseworthy, Councillor Davis, and Councillor Earle

**MOTION CARRIED (11 to 0)**

**7. RATIFICATION OF EPOLLS**

**8. COMMITTEE REPORTS**

**8.1 Committee of the Whole Report - March 17, 2026**

**1. Policy Development Framework**

SJMC-R-2026-03-25/076

**Moved By** Deputy Mayor Ellsworth

**Seconded By** Councillor Hickman

That Council approve the Policy Development Framework as presented.

For (11): Mayor Breen, Deputy Mayor Ellsworth, Councillor Cadigan, Councillor Hammond, Councillor Hickman, Councillor Ryall, Councillor Bruce, Councillor Halley, Councillor Noseworthy, Councillor Davis, and Councillor Earle

**MOTION CARRIED (11 to 0)**

**2. Text Amendment – Section 6.20 Heavy Equipment – REZ2600003**

Councillor Earle declared a conflict of interest as he has a personal relationship with the applicant. He refrained from discussing and voting on the application.

Councillor Ryall made a motion to defer the application for a period of two weeks to allow Council to consider new information.

SJMC-R-2026-03-25/077

**Moved By** Councillor Ryall

**Seconded By** Deputy Mayor Ellsworth

That Council agree to defer the item for two weeks.

For (10): Mayor Breen, Deputy Mayor Ellsworth, Councillor Cadigan, Councillor Hammond, Councillor Hickman, Councillor Ryall, Councillor Bruce, Councillor Halley, Councillor Noseworthy, and Councillor Davis

Abstain (1): Councillor Earle

**MOTION CARRIED (10 to 0)**

**3. 245 Forest Road – REZ260002**

SJMC-R-2026-03-25/078

**Moved By** Councillor Davis

**Seconded By** Councillor Ryall

That Council consider rezoning land at 245 Forest Road from the Residential 1 (R1) Zone to the Apartment 1 (A1) Zone to accommodate future affordable housing as part of the City's Housing Accelerator Fund (HAF) land disposition program.

Further, that Council refer the application to a public meeting chaired by an independent facilitator once a conceptual design for the site has been prepared.

For (11): Mayor Breen, Deputy Mayor Ellsworth, Councillor Cadigan, Councillor Hammond, Councillor Hickman, Councillor Ryall, Councillor Bruce, Councillor Halley, Councillor Noseworthy, Councillor Davis, and Councillor Earle

**MOTION CARRIED (11 to 0)**

**4. 34 Battery Road – SUB2600012 – Terms of Reference**

Councillor Halley presented a petition on behalf of the citizens of the city and residents of the Battery and Signal Hill neighbourhood requesting that the City pause the approval of the proposed development of 34 Battery Road and Cabot Avenue to allow for community engagement.

SJMC-R-2026-03-25/079

**Moved By** Councillor Davis

**Seconded By** Councillor Hickman

That Council approve the terms of reference for a Heritage Report for the proposed subdivision and development at 34 Battery Road and 30 Cabot Avenue.

Further, upon receiving a satisfactory Heritage Report for 34 Battery Road and 30 Cabot Avenue, that Council advertise it as per the Envision St. John's Development Regulations.

For (11): Mayor Breen, Deputy Mayor Ellsworth, Councillor Cadigan, Councillor Hammond, Councillor Hickman, Councillor Ryall, Councillor Bruce, Councillor Halley, Councillor Noseworthy, Councillor Davis, and Councillor Earle

**MOTION CARRIED (11 to 0)**

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

**9.1 Development Permits List March 5 – March 18, 2026**

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

**10.1 Building Permits List**

**11. REQUISITIONS, PAYROLLS AND ACCOUNTS**

**11.1 Weekly Payment Vouchers for the weeks ending March 11 and March 18, 2026**

SJMC-R-2026-03-25/080

**Moved By** Deputy Mayor Ellsworth

**Seconded By** Councillor Cadigan

That the weekly payment vouchers for the weeks ending March 11 and March 18, 2026, in the amount of \$13,537,741.18, be approved as presented.

For (11): Mayor Breen, Deputy Mayor Ellsworth, Councillor Cadigan, Councillor Hammond, Councillor Hickman, Councillor Ryall, Councillor Bruce, Councillor Halley, Councillor Noseworthy, Councillor Davis, and Councillor Earle

**MOTION CARRIED (11 to 0)**

**12. TENDERS/RFPS**

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

**14. NEW BUSINESS**

**14.1 Downtown Pedestrian Mall - Engagement Review and Staff Recommendations**

Councillor Bruce reviewed the results of the engagement process concerning the Downtown Pedestrian Mall (DPM) and made the following recommendations:

- That the DPM maintains the current operational dates from the last day of school to Labour Day Monday. In 2026, this would be June 25 to September 7.
- Maintaining the current footprint along Water Street, from Adelaide Street to Prescott Street.
- Continue the High-Profile Foot Patrol program.
- Consideration for capital funding to be allocated for the purchase of Hazardous Vehicle Mitigation equipment.
- Continued advocacy for increased RNC patrols in the downtown.
- Continue to work the Government of NL in the development of regulations around the use of electric bikes and scooters on public streets.
- Continue with the seasonal cleaning program utilized in 2025.
- Expand the Urban Art Gallery initiative.
- Investigate new seating options for the DPM.
- Encourage Downtown St. John's to initiate a cleanup incentive for downtown businesses.
- Continue to work with the City of St. John's Inclusion Advisory Committee on accessibility improvements.
- Develop enhanced inclusion training to DPM security.
- Investigate improved locations and features for portable washrooms. Suggested location at corner of Water Street/McBride's Hill or in the vicinity in parking stalls, accessible washrooms and handwash stations will be delivered daily, and removed nightly.
- City of St. John's in collaboration with Downtown St. John's to promote parking availability through coordinated communications efforts.

- Investigate constructing a shared-use kiosk to support non-DPM businesses.
- Maintain lower parklet fees to encourage participation.
- Continue to plan weekly events, work with a third-party organizer to host Markets on Water and promote the DPM as an event venue through the Community Event Space program.
- Explore opportunities for Downtown St. John's to host additional events.
- Engage cultural organizations to activate the DPM.
- Work with Communications, Downtown St. John's, and Destination St. John's to improve public awareness of events.

There were some accessibility issues with the washrooms at the 2025 DPM. This feedback has been incorporated into the RFP for the portable, accessible washrooms for 2026. Additional signage will be provided to improve awareness of the facilities. Deputy Mayor Ellsworth advised that there would be benefit in reducing the footprint of the mall from Prescott Street, which would allow for additional accessible parking. Should the activity level remain the same as in previous years in that portion of the DPM, he would recommend removing it moving forward to improve accessibility overall. He then noted the importance of supporting local businesses, both within the DPM footprint and throughout the City. The Mayor noted the importance of consideration of hazardous vehicle mitigation, and Members of Council voiced their support of the City holding additional downtown events throughout the year.

SJMC-R-2026-03-25/081

**Moved By** Councillor Bruce

**Seconded By** Councillor Ryall

That Council approve the staff recommendations as presented.

For (11): Mayor Breen, Deputy Mayor Ellsworth, Councillor Cadigan, Councillor Hammond, Councillor Hickman, Councillor Ryall, Councillor Bruce, Councillor Halley, Councillor Noseworthy, Councillor Davis, and Councillor Earle

**MOTION CARRIED (11 to 0)**

**14.2 Arts and Culture Advisory Committee – Appointment of New Members**

SJMC-R-2026-03-25/082

**Moved By** Councillor Hickman

**Seconded By** Councillor Hammond

That Council approve of the appointment of the following members to the Arts and Culture Advisory Committee:

- Michelle LaCour, Sound Arts Initiatives
- Juliet Lanphear, Heritage NL
- Shawn Broomfield, First Light

For (11): Mayor Breen, Deputy Mayor Ellsworth, Councillor Cadigan, Councillor Hammond, Councillor Hickman, Councillor Ryall, Councillor Bruce, Councillor Halley, Councillor Noseworthy, Councillor Davis, and Councillor Earle

**MOTION CARRIED (11 to 0)**

**14.3 NL Sports Centre Board – Appointment of City Representative**

SJMC-R-2026-03-25/083

**Moved By** Deputy Mayor Ellsworth

**Seconded By** Councillor Hickman

That Council appoint Karen Sherriffs, Deputy City Manager of Community Services, to the Newfoundland and Labrador Sports Centre Board.

For (11): Mayor Breen, Deputy Mayor Ellsworth, Councillor Cadigan, Councillor Hammond, Councillor Hickman, Councillor Ryall, Councillor Bruce, Councillor Halley, Councillor Noseworthy, Councillor Davis, and Councillor Earle

**MOTION CARRIED (11 to 0)**

**14.4 Royal St. John's Regatta Committee Hall of Fame Banquet**

SJMC-R-2026-03-25/084

**Moved By** Councillor Hickman

**Seconded By** Councillor Hammond

That Council agree to sponsor the 2026 Royal St. John's Regatta Committee Hall of Fame banquet luncheon.

For (11): Mayor Breen, Deputy Mayor Ellsworth, Councillor Cadigan, Councillor Hammond, Councillor Hickman, Councillor Ryall, Councillor Bruce, Councillor Halley, Councillor Noseworthy, Councillor Davis, and Councillor Earle

**MOTION CARRIED (11 to 0)**

**14.5 Travel Authorization - Cruise Canada New England Symposium – 2026**

SJMC-R-2026-03-25/085

**Moved By** Councillor Cadigan

**Seconded By** Councillor Ryall

That Council approve the travel for Councillor Jill Bruce to attend the Cruise Canada New England Symposium from June 9-11, 2026, in Saguenay, Quebec.

For (11): Mayor Breen, Deputy Mayor Ellsworth, Councillor Cadigan, Councillor Hammond, Councillor Hickman, Councillor Ryall, Councillor Bruce, Councillor Halley, Councillor Noseworthy, Councillor Davis, and Councillor Earle

**MOTION CARRIED (11 to 0)**

**14.6 Travel Authorization - Federation of Canadian Municipalities & Canadian Capital Cities Organization – 2026 Conferences**

SJMC-R-2026-03-25/086

**Moved By** Deputy Mayor Ellsworth

**Seconded By** Councillor Bruce

That Council approve the travel for Councillor Sandy Hickman to attend the 2026 Annual Conferences of the Federation of Canadian Municipalities

and the Canadian Capital Cities Organization from June 4-10, 2026, in Edmonton, Alberta.

For (11): Mayor Breen, Deputy Mayor Ellsworth, Councillor Cadigan, Councillor Hammond, Councillor Hickman, Councillor Ryall, Councillor Bruce, Councillor Halley, Councillor Noseworthy, Councillor Davis, and Councillor Earle

**MOTION CARRIED (11 to 0)**

**14.7 Travel Authorization – Mayor Danny Breen – Big City Mayor’s Caucus Meetings (BCMC) and FCM – Edmonton – June 2026**

SJMC-R-2026-03-25/087

**Moved By** Deputy Mayor Ellsworth

**Seconded By** Councillor Hammond

That Council approve the travel costs associated with Mayor Danny Breen attending BCMC and FCM in Edmonton in June of 2026.

For (11): Mayor Breen, Deputy Mayor Ellsworth, Councillor Cadigan, Councillor Hammond, Councillor Hickman, Councillor Ryall, Councillor Bruce, Councillor Halley, Councillor Noseworthy, Councillor Davis, and Councillor Earle

**MOTION CARRIED (11 to 0)**

**14.8 Cyber Insurance**

SJMC-R-2026-03-25/088

**Moved By** Deputy Mayor Ellsworth

**Seconded By** Councillor Noseworthy

That Council approve \$100,000 (plus HST) to secure adequate cyber insurance coverage.

For (11): Mayor Breen, Deputy Mayor Ellsworth, Councillor Cadigan, Councillor Hammond, Councillor Hickman, Councillor Ryall, Councillor Bruce, Councillor Halley, Councillor Noseworthy, Councillor Davis, and Councillor Earle

**MOTION CARRIED (11 to 0)**

**15. OTHER BUSINESS**

**16. ACTION ITEMS RAISED BY COUNCIL**

**16.1 Arts Rehearsal Space**

Councillor Hickman asked that consideration be given to the creation of an arts rehearsal space to support local organizations.

**17. ADJOURNMENT**

There being no further business, the meeting adjourned at 4:20 p.m.

\_\_\_\_\_  
MAYOR

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

## Decision Note

<b>Title:</b>	Text Amendment – Section 6.20 Heavy Equipment – REZ2600003
<b>Date Prepared:</b>	March 11, 2026
<b>Report To:</b>	Committee of the Whole
<b>Councillor and Role:</b>	Councillor Tom Davis, Planning
<b>Ward:</b>	Ward 5

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**Decision/Direction Required:**

To consider an amendment to Section 6.20 “Heavy Equipment Storage and Vehicle Storage Yard” of the Envision St. John’s Development Regulations, reducing the separation requirement.

**Discussion – Background and Current Status:**

Section 6.20 of the Development Regulations sets out the requirements for Heavy Equipment Storage and Vehicle Storage Yard uses. Currently, heavy equipment or vehicles cannot be stored or parked within 20 metres of a residential zone or a zone that permits residential uses. The proposed amendment reduces this separation distance from 20 metres to 15 metres.

This amendment is prompted by an application for Heavy Equipment Storage at 280 Back Line, Goulds. The front portion of the subject property is zoned Rural Residential Infill (RRI) and is within the Rural District of the Envision St. John’s Municipal Plan, and the rear portion is zoned Agriculture (AG) and in the Agriculture District. Heavy Equipment Storage is a discretionary use in the two zones.

The subject property has a width of approximately 38 metres and meets the minimum frontage requirements for the RRI and AG Zones. The property is located between two RRI-zoned lots, so any heavy equipment or vehicles stored on the subject site must be set back at least 20 metres from each property boundary. However, 280 Back Line does not have sufficient width to accommodate the 20-metre separation from each adjoining residential property. Therefore, the Heavy Equipment Storage application cannot be considered at present. A draft of the proposed amendment is attached.

**Alignment with the Envision St. John’s Municipal Plan**

Section 4.4 of the Municipal Plan considers ways to address land-use conflict. This can arise when a non-residential land use is proposed next to a residential one. To reduce the potential

for conflicts, Policy 4.4.2 identifies the need to address compatibility, including separation distances. Policy 6.5.1 speaks to separation buffers, screening and landscaping to reduce conflict and reduce impacts from exterior lighting, noise, odours, and the like. The proposed amendment aligns with these policies, recognizing the continued need for separation between Heavy Equipment Storage and Vehicle Storage Yard uses and residential uses. Reducing the minimum separation distance from 20 metres to 15 metres will still ensure adequate separation and reduce potential land-use conflict.

### Public Consultation

Should Council decide to consider the amendment, staff recommend public notification. The proposed discretionary use of Heavy Equipment Storage at 280 Back Line will be advertised along with the proposed amendment.

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

1. Budget/Financial Implications: Not applicable.
2. Partners or Interested Parties: Neighbouring residents and property owners.
3. Is this a New Plan, Master Plan, Strategy, Report, or Framework: No
4. Alignment with Strategic Directions:  
  
A Sustainable City: Plan for land use and preserve and enhance the natural and built environment where we live.  
  
A Sustainable City: Facilitate and create the conditions that drive the economy by being business and industry friendly; and being a location of choice for residents, businesses and visitors.
5. Alignment with Adopted Plans: Envision St. John's Municipal Plan and Development Regulations.
6. Accessibility and Inclusion: Not applicable.
7. Legal or Policy Implications: A text amendment to the Envision St. John's Development Regulations will be required. Envision St. John's Development Regulations Section 10.5 "Discretionary Use" is applicable.
8. Privacy Implications: Not applicable.
9. Engagement and Communications Considerations: Consultation for the proposed amendment and proposed discretionary use will be 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. Information Management Implications: Not applicable.
- 14. Other Implications: Not applicable.

**Recommendation:**

That Council consider a text amendment to Section 6.20 “Heavy Equipment Storage and Vehicle Storage Yard” of the Envision St. John’s Development Regulations, reducing the separation requirement.

Further, that the amendment be publicly advertised in accordance with the Development Regulations.

**Prepared by: Faith Ford, MCIP, Planner III**

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

## Report Approval Details

Document Title:	Heavy Equipment Storage Separation Requirements – REZ2600003.docx
Attachments:	- DRAFT - DR Amend No. 76, 2026 - Heavy Equipment Storage-TEXT (ff).pdf
Final Approval Date:	Mar 12, 2026

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

**Ken O'Brien - Mar 11, 2026 - 4:24 PM**

**Jason Sinyard - Mar 12, 2026 - 10:23 AM**

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

## St. John's Development Regulations Amendment Number 76, 2026

### Heavy Equipment Storage and Vehicle Storage Yard Requirements

March 2026



**URBAN AND RURAL PLANNING ACT, 2000**

**RESOLUTION TO ADOPT**

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

**Amendment Number 76, 2026**

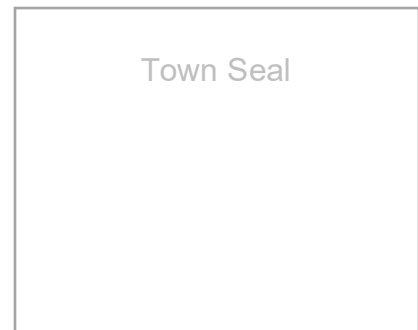
Under the authority of section 16 of the *Urban and Rural Planning Act, 2000*, the City Council of St. John's adopts the City of St. John's Development Regulations Amendment Number 76, 2026.

Adopted by the City Council of St. John's on the \_\_\_\_ day of 2026.

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 76, 2026 has been prepared in accordance with the requirements of the *Urban and Rural Planning Act, 2000*.

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



<b>Development Regulations/Amendment</b>	
<b><u>REGISTERED</u></b>	
Number	_____
Date	_____
Signature	_____

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

### **Development Regulations Amendment Number 76, 2026**

#### **BACKGROUND AND ANALYSIS**

The City is considering an amendment to Section 6.20 – Heavy Equipment Storage and Vehicle Storage Yard of the Envision St. John's Development Regulations. This amendment is prompted by an application for Heavy Equipment Storage at 280 Back Line, Goulds. The front portion of the subject property is zoned Rural Residential Infill (RRI) and located in the Rural Land Use District, while the rear portion is zoned Agriculture (AG) and within the Agriculture Land Use District.

Section 6.20(a) of the Development Regulations states heavy equipment or vehicles shall not be stored or parked within 20 metres of a residential zone or a zone that permits residential use. The subject property is located between two RRI zoned properties. Therefore, a minimum of 20 metres separation is required from each adjoining property. The property has a width of approximately 38 metres, meaning there is not enough space to accommodate the 20-metre separation on both sides of the lot.

The proposed amendment to Section 6.20(a) is to reduce the required separation from residential zones and zones that permit residential use from 20 metres to 15 metres.

#### **ANALYSIS**

The requirement for heavy equipment or vehicles to be stored a minimum of 20 metres from a residential zone or a zone that permits residential use is intended to provide an adequate buffer between uses to reduce potential land use conflict.

Policy 4.4 of the Municipal Plan acknowledges that land use conflict can arise when certain land uses are proposed next to a residential use. Policy 4.4(2) identifies the need to establish requirements that address compatibility between land uses, such as shadow impacts, parks and open space, separation distances, odours, lighting, transportation and noise. Policy 6.5 of the Municipal Plan states that separation or screening between potentially conflicting uses can reduce negative impacts. The proposal to reduce the required separation distance from a residential use or zone from 20 metres to 15 metres will continue to provide an adequate separation distance and act as a buffer to reduce any conflict between the heavy equipment or vehicles parked on the site and the neighbouring residential uses.

#### **PUBLIC CONSULTATION**

To be completed after consultation.

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

The subject property is designated Rural and Agriculture under the St. John's Urban Region Regional Plan (SJURRP). As there is no zoning change proposed and no

change to the intent of these Regulations, the proposed amendment is in line with the St. John's Urban Region Regional Plan (SJURRP).

## **ST. JOHN'S DEVELOPMENT REGULATIONS AMENDMENT NUMBER 76, 2026**

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

- 1) Repealing Section 6.20 respecting Heavy Equipment Storage and Vehicle Storage Yard, which states:

**“6.20 HEAVY EQUIPMENT STORAGE AND VEHICLE STORAGE YARD  
Heavy Equipment Storage and a Vehicle Storage Yard are subject to the following:**

- (a) heavy equipment or vehicles shall not be stored or parked within 20 metres of a Residential Zone or a Zone that permits Residential Use;**
- (b) where there is a Building, open storage shall be in the Rear Yard; and**
- (c) open storage shall be Screened and Landscaped in accordance with Section 7.6.3.”**

and substituting the following:

**“6.20 HEAVY EQUIPMENT STORAGE AND VEHICLE STORAGE YARD  
Heavy Equipment Storage and a Vehicle Storage Yard are subject to the following:**

- (a) heavy equipment or vehicles shall not be stored or parked within 15 metres of a Residential Zone or a Zone that permits Residential Use;**
- (b) where there is a Building, open storage shall be in the Rear Yard; and**
- (c) open storage shall be Screened and Landscaped in accordance with Section 7.6.2.”**

## Decision Note

<b>Title:</b>	Notices Published - 10 Sheffield Place – DEV2600012
<b>Date Prepared:</b>	March 31, 2026
<b>Report To:</b>	Regular Meeting of Council
<b>Councillor and Role:</b>	Councillor Nikita Ryall, Development
<b>Ward:</b>	Ward 1

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### **Decision/Direction Required:**

A Discretionary Use application has been submitted at **10 Sheffield Place**.

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

The proposed application is a Home Occupation for food preparation. The floor area will be approximately 20.43m<sup>2</sup> and hours of operation will be Monday to Friday, 8 a.m. - 2 p.m. Orders will be delivered by the owner and there will be no on-site sales. On-site parking is available. The proposed application is zoned Residential 1 (R1).

Four submissions were received. Concerns included that a commercial use in a residential area, the negative impact to property values, increased traffic and overall impact on the neighbourhood. Under the Development Regulations, a Home Occupation is limited in the allowable size, to help maintain the residential character of the neighbourhood. The applicant states there are no sales occurring on-site and they are the sole person who will be delivering items to the farmers market, therefore additional traffic should not be generated from the business.

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

1. Budget/Financial Implications: Not applicable
2. Partners or Interested Parties: Property owner and neighbouring property owners.
3. Is this a New Plan, Master Plan, Strategy, Report, or Framework: 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 6.22 "Home Occupation", Section 10.5 "Discretionary Use" and Section 10 "Residential 1 (R1) Zone".**
8. Privacy Implications: Not applicable.
9. Engagement and Communications Considerations: Not applicable.
10. Human Resource Implications: Not applicable.
11. Procurement Implications: Not applicable.
12. Information Technology Implications: Not applicable.
13. Information Management Implications: Not applicable.
14. Other Implications: Not applicable.

**Recommendation:**

That Council approve the Discretionary Use application at 10 Sheffield Place to allow a Home Occupation for food preparation.

**Prepared by:**

Lindsay Lyghtle Brushett, MCIP Supervisor – Planning & Development  
Planning, Engineering & Regulatory Services, City of St. John's

**Approved by:**

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

## Report Approval Details

Document Title:	10 Sheffield Place - DEV2600012.docx
Attachments:	
Final Approval Date:	Mar 31, 2026

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

**Lindsay Lyghtle Brushett - Mar 31, 2026 - 2:17 PM**

**Jason Sinyard - Mar 31, 2026 - 3:52 PM**

**Theresa K. Walsh**

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**From:** [REDACTED]  
**Sent:** Thursday, March 19, 2026 1:30 PM  
**To:** CityClerk  
**Subject:** Opposition to City Application re: Food production and distribution from 10 Sheffield Place

**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.

Dear Ms. Walsh,

I live at [REDACTED]. My [REDACTED] built our home more than [REDACTED] years ago. I care for my personal residence and am comfortable in my safe, close-knit, quality neighbourhood of Wedgewood Park.

I would appreciate protection of my privacy as I express thoughts regarding this proposed application and it's harmful impact on me.

Regarding the prospect of Home Occupation for food preparation at 10 Sheffield Place and food distribution from 10 Sheffield Place, I have a number of concerns. Please consider the following:

- This proposal advantages the applicant only; it does not benefit the City nor the neighbourhood;
- Any conversion from residential to commercial may increase daily traffic, congestion, noise, light and odour;
- The prospect of a commercial venture [REDACTED] will make me feel much less safe due to potential theft and especially fire;
- My home insurance policy may be negatively impacted or cancelled due to a Home Occupation and increased fire risk [REDACTED];
- My property value and quality of life deserves protection; and
- Approval of such an application may lead to more similar applications, remarkably transitioning the residential nature of our neighbourhood.

This application does not advance any of the City's strategic goals and plans. [REDACTED] respectfully ask that you deny the proposed Home Occupation at 10 Sheffield Place. It is not what we were assured when we decided to build on our land in [REDACTED] nor is it what I expect to endure [REDACTED]. This has been a stressful experience, impacting my peace of mind and sense of security.

Sincerely,

[REDACTED]

[REDACTED]

**Theresa K. Walsh**

---

**From:** [REDACTED]  
**Sent:** Thursday, March 19, 2026 1:46 PM  
**To:** CityClerk  
**Subject:** 10 Sheffield Place

**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.

Re Application for home business food preparation.

Just briefly, we are opposed to this business in our neighborhood which being residential, we feel inappropriate.  
Sincerely,

[REDACTED]

**Theresa K. Walsh**

---

**From:** [REDACTED]  
**Sent:** Monday, March 23, 2026 7:29 PM  
**To:** CityClerk  
**Subject:** Discretionary application 10 Sheffield Place

[REDACTED]

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.

Dear Sir:

We the undersigned have several objections to the proposed Commercial development of Sheffield Place with the establishment of a Food Preparation Business, presumably for Retail Sale.

We are especially concerned that such an establishment will result in the devaluation of all properties on Sheffield Place, otherwise recognized as a quiet residential Street (Place). On this point it must be noted that there is no EXIT from Sheffield Place Livers and Visitors alike must travel the distance of Sheffield Place to turn at the end of the Cul-du-Sac, or turn around in the Street or in a Private driveway.

Please note that we have resided at [REDACTED] We have observed excessive speeding on Sheffield Place.

Please take Special note of the fact that there are numerous young children [REDACTED] who play on the Street and we have, on several occasions, witnessed near fatal accidents involving automobiles and Children. We shutter to think what might happen in the future if such a situation should take place as a result of increased traffic flow [REDACTED] Street.

Sincerely,

[REDACTED]

**Theresa K. Walsh**

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**From:** [REDACTED]  
**Sent:** Tuesday, March 24, 2026 2:52 PM  
**To:** CityClerk  
**Subject:** 10 Sheffield Place Discretionary use application

[REDACTED]

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.

Dear Sir,  
Thank you for the opportunity to comment upon this matter.

In [REDACTED] re-located to our present address on [REDACTED]. The area was under active development at that time. The Woodlands as it was then called, was in its infancy. A hallmark of the new development was that it was to become a first class residential area devoid of non residential activity.

I understand that since that time the internet has enabled work from home and so forth. However, the concept of a residential area is not necessarily challenged by that. My concern with the application is that it proposes on-site commercial activity from the hours of 8:00am to 2:00 pm five days a week with on site parking. This implies an increase in traffic and related commercial activity such as the delivery of services and supplies, and the loading unloading and parking of a delivery vehicle. By any standards such is a commercial activity which will detract from the non commercial residential area where [REDACTED] currently reside.

Therefore I register my objection to the proposal. If you would wish to discuss this with me, I would be pleased to hear from you.

[REDACTED]

## Decision Note

<b>Title:</b>	Extension to a Single Detached Dwelling in the Watershed – 86 Paradise Road (Town of Paradise) – INT2600015
<b>Date Prepared:</b>	March 31, 2026
<b>Report To:</b>	Regular Meeting of Council
<b>Councillor and Role:</b>	Councillor Nikita Ryall, Development
<b>Ward:</b>	N/A

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### **Decision/Direction Required:**

To consider approval of an extension to a Single Detached Dwelling in the protected Broad Cove River Watershed at 86 Paradise Road, Town of Paradise.

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

The Town of Paradise has referred an application to extend a Single Detached Dwelling at 86 Paradise Road. The property is within the Broad Cove River Watershed and falls under the Watershed Agreement between the City of St. John's and Paradise. This agreement recognizes existing development; however, any additions, extensions, or replacements are subject to the provisions of the City of St. John's Act.

**Section 104(4)** of the **City of St. John's Act** states Council may consider “an extension to an existing private family dwelling where an extension is necessary to provide adequate living quarters for members of the household living in the dwelling, provided that the extension shall not exceed in cubic content 1/2 the cubic content of the existing private family dwelling” and “shall be subject to the written recommendation of the city manager.”

The existing Dwelling has a cubic content of approximately 710m<sup>3</sup> and is proposed to be extended by 342m<sup>3</sup>, which is less than half the cubic content of the existing dwelling. The application and subsequent information were provided to the City Manager for review, who had no concern with the proposal.

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

1. Budget/Financial Implications: Not applicable.
2. Partners or Interested Parties: Not applicable.
3. Is this a New Plan, Master Plan, Strategy, Report, or Framework: No

4. Alignment with Strategic Directions:

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

Choose an item.

5. Alignment with Adopted Plans: Not applicable.
6. Accessibility and Inclusion: Not applicable.
7. Legal or Policy Implications: **City of St. John's Act Section 104.**
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. Information Management Implications: Not applicable.
14. Other Implications: Not applicable.

**Recommendation:**

That Council approve a 342m<sup>3</sup> extension to the existing Single Detached Dwelling in the Protected Broad Cove Watershed at 86 Paradise Road, Paradise.

**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:	Extension to a Single Detached Dwelling in the Watershed – 86 Paradise Road (Town of Paradise) – INT26000015.docx
Attachments:	- site plan.png
Final Approval Date:	Mar 31, 2026

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

**Jason Sinyard - Mar 31, 2026 - 4:30 PM**



86 Paradise Rd  
WITHIN WATERSHED

# ST. JOHN'S

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

March 31, 2026, 3:00 p.m.

Present: Mayor Danny Breen  
Deputy Mayor Ron Ellsworth  
Councillor Kate Cadigan  
Councillor Lynn Hammond  
Councillor Sandy Hickman  
Councillor Nikita Ryall  
Councillor Jill Bruce  
Councillor Brenda Halley  
Councillor Greg Noseworthy  
Councillor Tom Davis  
Councillor Donnie Earle

Staff: Derek Coffey, City Manager  
Jason Sinyard, Deputy City Manager of Planning, Engineering & Regulatory Services  
Lynnann Winsor, Deputy City Manager of Public Works  
Cheryl Mullett, City Solicitor  
Karen Sherriffs, Deputy City Manager, Community Services  
Ken O'Brien, Chief Municipal Planner  
Theresa Walsh, City Clerk  
Jackie O'Brien, Manager of Corporate Communications  
Christine Carter, Legislative Assistant

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### 1. Strategic Plan Report 2025 and Action Plan 2026

The City Manager provided an overview of the 2025 Strategic Plan Report and the Action Plan for 2026. There are four strategic directions - Sustainability, City that Moves, Connected City and Effective City, and 12 goals that direct the annual action planning process. The plan also considers the City's continuous improvement efforts and links to other plans and strategies.

As part of the regular review conducted with each new Council term, staff consulted with Council, senior staff, and other plan owners to determine whether updates to the plan structure and goals were needed. There were no changes recommended.

Improvements have been made to initiatives to improve reporting, including Asset Management and Digital Strategy. These were broken down into more meaningful goals that will increase the ability to report and track these goals.

To date, 47 initiatives were completed, bringing the total number of initiatives completed to 235, which is 76% of the plan's goals. For 2026, 48 new initiatives have been identified, bringing the total in the plan to 357.

The City Manager advised that full details are contained in the report.

Councillor Bruce thanked Staff for the very detailed report and their work on these initiatives. Two were highlighted, including the retrofit of City-owned buildings and facilities and the automated onboard stop announcement system for Metrobus, which is expected to be installed in the very near future.

Councillor Davis encouraged residents to review the report and highlighted two great initiatives including e-permitting which is to be launched in June and the landfill gas to energy feasibility study that had been completed which showed great promise.

Councillor Halley added that it is great to see the possible reassessments and traffic studies for some roadways in the City and inquired how the resident survey is to be conducted. The City Manager advised that the survey is conducted by telephone, through a third party.

### **Recommendation**

**Moved By** Deputy Mayor Ellsworth

**Seconded By** Councillor Earle

That Council approve the 2026 draft action plan and table the report at a regular meeting of Council.

For (11): Mayor Breen, Deputy Mayor Ellsworth, Councillor Cadigan, Councillor Hammond, Councillor Hickman, Councillor Ryall, Councillor Bruce, Councillor Halley, Councillor Noseworthy, Councillor Davis, and Councillor Earle

**MOTION CARRIED (11 to 0)**

## **2. Bulrush Avenue Play Space Proposal**

Councillor Earle presented the Decision Note to Council for the Bulrush Avenue Play Space Proposal and thanked his predecessor for the work that had been done to attain this play space for the residents of this area in Ward 5.

The issue of the use of pea gravel as the surface for the play space and whether there should be an accessible walkway incorporated into the plan was raised. The Deputy City Manager of Public Works advised Council that when Council has approved the funding those items would be reviewed during the detailed design stage.

Members of Council voiced their support for this play space, noting the importance of having areas for such spaces for youth, and the cooperation of the

developer to provide a larger area for this play space. It was also noted that the funding for this is from the Open Space Reserve.

Councillor Earle was commended for continuing the work on this initiative making it a reality for the residents Diamond Marsh in Ward 5.

**Recommendation**

**Moved By** Councillor Earle

**Seconded By** Councillor Hickman

That Council consider approval of approximately \$300,000 for the supply and installation of the play space equipment at #21 Bulrush Avenue from resources within the Open Space Reserve.

For (11): Mayor Breen, Deputy Mayor Ellsworth, Councillor Cadigan, Councillor Hammond, Councillor Hickman, Councillor Ryall, Councillor Bruce, Councillor Halley, Councillor Noseworthy, Councillor Davis, and Councillor Earle

**MOTION CARRIED (11 to 0)**

**3. Commemorative Program Fee Adjustment**

Councillor Noseworthy provided an overview of the Commemorative Program and the current fees. The program allows residents to honour loved ones, celebrate special occasions, and support the City's natural environment through the donation of a tree or the installation of a bench in a public park.

The current fee for a commemorative tree is set at \$350, which covers the cost of nursery stock and program administration. Fees for community and commemorative benches are set at \$1,600 and \$5,000, respectively, reflecting the model selected.

A review of best practices from comparable and larger municipalities has determined that the current fees for commemorative trees and benches no longer reflect the full cost of materials, installation, and ongoing maintenance.

Adjusting the fees ensures the program remains sustainable, affordable, and meaningful for the community.

**Recommendation**

**Moved By** Councillor Noseworthy

**Seconded By** Councillor Bruce

That Council increase the fees for the Commemorative program as follows:

- Trees increase from \$350 to \$800
- Community benches increase from \$1,600 to \$2,000.

For (11): Mayor Breen, Deputy Mayor Ellsworth, Councillor Cadigan, Councillor Hammond, Councillor Hickman, Councillor Ryall, Councillor Bruce, Councillor Halley, Councillor Noseworthy, Councillor Davis, and Councillor Earle

**MOTION CARRIED (11 to 0)**

**4. 59 Duckworth Street – St. John’s Heritage By-Law – Amendment Requests**

Councillor Davis reviewed the Decision Note regarding a request for Council to consider an amendment to the St. John's Heritage By-Law, Schedule D-Heritage Design Standards, to allow a proposed exterior alteration to 59 Duckworth Street.

The applicant submitted a request to amend the Heritage By-Law to enable further exterior changes to 59 Duckworth Street. The change requested is to the dormer section of the Heritage Design Standards to allow a vertical extension of the bay window on the rear wall. Extending the bay window up another storey would require the removal of an original hooded dormer window (a small window with a rounded top). For a designated Heritage Building like this, the Heritage Design Standards require the original dormer shape, size, and proportion to be maintained, even on a rear wall that does not face a street, and there is no discretion for Council or staff.

The Built Heritage Experts Panel recommends that Council maintain the Heritage Design Standards and reject the amendment request.

Heritage NL were consulted on the request to remove the dormer window. Heritage NL holds an easement covenant agreement on the property, which restricts the removal of features without their written approval. Their letter on this request states that the “restoration of the dormer windows at the rear and ensuring retention/repair of their original trims and detailing, are conditions of the property’s revitalization grant as approved by [the Heritage NL] Board, June 2025, and referenced in the active grant contract signed by the current property owner.” Heritage NL has stated that the dormer windows on the rear of the building are important to its architectural character and are to remain. This means that if Council wishes to amend the Heritage By-Law, then the requested change to 59 Duckworth Street will not be supported by Heritage NL.

Members of Council discussed the requested amendment, including the effects on the property owner if the amendment is not approved; whether a deck can be installed without the change to the dormer window, and the importance of, and need, to adhere to the City's Heritage Design Standards.

The advice of the Built Heritage Experts Panel and the restrictions on the property as communicated by Heritage NL were also reiterated.

Recommendation

**Moved By** Councillor Davis

**Seconded By** Deputy Mayor Ellsworth

That Council reject the request to amend the St. John's Heritage By-Law, Schedule D – Heritage Design Standards to allow the removal of an original dormer window at 59 Duckworth Street.

For (9): Mayor Breen, Deputy Mayor Ellsworth, Councillor Cadigan, Councillor Hammond, Councillor Ryall, Councillor Bruce, Councillor Halley, Councillor Noseworthy, and Councillor Earle

Against (2): Councillor Hickman, and Councillor Davis

**MOTION CARRIED (9 to 2)**

## Decision Note

<b>Title:</b>	Strategic Plan Report 2025 and Action Plan 2026
<b>Date Prepared:</b>	March 18, 2026
<b>Report To:</b>	Regular Meeting of Council
<b>Councillor and Role:</b>	Mayor Danny Breen, Governance & Strategic Priorities
<b>Ward:</b>	N/A

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### Decision/Direction Required:

That Council Approve the 2026 Strategic Plan Action plan and table the 2025 report.

### Discussion – Background and Current Status:

In its eighth year, [Our City, Our Future](#) is the City's overarching 10-year Strategic Plan. It has four strategic directions – **Sustainability, City that Moves, Connected City and Effective City** and 12 goals that direct the annual action planning process. Additionally, the plan considers the City's continuous improvement efforts and links to other plans and strategies.

This report provides a summary of all activities for 2025 since the last annual update (February 2025) and a report of progress including quarter one of 2026. Staff have considered other plans and strategies in the development of the recommended draft items for 2026, and they are informed through integrated planning and the capital budget.

### Four-year Review

As part of the regular review conducted with each new Council term, staff consulted with Council, senior staff, and other plan owners in 2025 and early 2026 to determine whether updates to the strategic plan structure and goals were needed. No changes were recommended at this time. Economic development initiatives are reflected in the plan, recognizing that this work is now primarily led through the regional Advantage St. John's agency.

### Some changes to initiatives to improve reporting:

- Asset Management is broken out by subject area to better reflect the work happening in this area, for example, fleet, parks, etc. rather than as one overarching plan.

- The City's digital strategy initiative is being closed after this report, and the AI initiative is noted separately, and other digitization/online projects are noted by the each as they are projects.

### **Draft Plan for 2026**

For 2026, staff have identified 48 new initiatives bringing the total number of initiatives in the plan to 357. While new initiatives start this year, some projects may have multiple phases/take several years to complete.

The attached report includes all new proposed strategic plan initiatives starting in 2026. A sample of new ones by strategic direction include:

#### **Sustainable City**

- Develop a neighbourhood plan for the Goulds
- Upgrade the storm sewer at Barrows Rd.
- Design Long Pond Flood Control Structure
- Complete a Critical Infrastructure Climate Risk Assessment
- Advantage St. John's to complete an investment attraction toolkit, identify 50 companies interested in investing into the region, and conduct an investment readiness review

#### **City that Moves**

- Several improvements to Metrobus including increasing frequency on several routes and expanding a route.
- Complete studies of several intersections including Garrison Hill/Military Rd and Brier Ave/Columbus Dr./Old and New Pennywell Rds
- Complete a study of Waterford Bridge Rd Classification
- Improve intersection at Kelsey Dr/Thorburn Rd/Goldstone St

#### **Connected City**

- Undertake a plan to better understand behaviours and interests of Grades 7-12 students as it relates to recreation programs and services
- Develop a new accessibility plan
- Review and redesign the neighbourhood watch program
- Construct new Goulds Fire Station
- Design and construct a new accessible washroom at Rotary Park

#### **Effective City**

- Develop and Implement Corporate Accessibility and Inclusion Orientation
- Review and update public engagement policy, processes and training
- Develop an equity lens to inform decision making
- Develop an election reform report
- Plan for and implement the 2026 Resident Survey
- Investigate AI potential uses

- Redevelop and improve access to information through a new city website

Attached reports show project alignments with other plans such as Accessibility, Climate Plan, Healthy City, Building Safer Communities, and Service Excellence as well as divisional alignments. A detailed plan is also being built out in the reporting system for the newly approved Heritage Plan.

## Overall Plan Progress

All strategic directions are tracking at more than 80% completion rate with a couple tracking above 90%. That said, these numbers change as new initiatives are added annually. A [public dashboard](#) shows real time progress on the plan's strategic directions, goals, and the annual initiatives.

A cumulative report of progress from continuous improvements projects is also included in the snapshot which shows ongoing savings of process time, staff time and dollar value reinvested because of these projects.

## 2025 Progress

In 2025, 47 initiatives were completed, bringing the total number of initiatives completed to 235.

Status of initiatives in the plan since the last report to Council in Nov. 2025:

- 22 initiatives were completed,
- 20 initiatives are on track to be completed on time,
- 8 initiatives are behind<sup>1</sup> schedule,
- 1 initiative has not started yet,
- 44 initiatives are overdue<sup>2</sup>,
- 5 Continuous Improvement projects were completed.

One initiative was cancelled and is not included in the progress update above. Some initiatives are annual in nature such as the addition of bus shelters, infill sidewalk, cross walk improvements and traffic calming, and progress status will change once the 2026 activities are activated.

Detailed updates are included in the report along with % of the project that is complete as of March 18, 2026, to provide more clarity on the status.

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<sup>1</sup> Initiatives showing as behind may still be able to be completed within their scheduled time frames

<sup>2</sup> Initiatives showing as overdue are now past their due date. However, over half of these are at least 75% complete and 70% are at least 60% complete. Twenty (20) of the overdue projects have been overdue for three reports. Their due dates are highlighted in the report.

## **Key Considerations/Implications:**

1. **Budget/Financial Implications:**  
Projects noted in the strategic plan are funded and budgets are confirmed. In some cases, it is noted whether the project has funding for design only.
2. **Partners or Interested Parties:**  
There are many partners and interested parties in the City's work. Through public engagement and other consultation processes, these individuals and groups are engaged in these projects.
3. **Is this a New Plan, Master Plan, Strategy, Report, or Framework:** No
4. **Alignment with Strategic Directions:**  
This is the overarching plan for the City where the directions are outlined.
5. **Alignment with Adopted Plans:**  
As new plans and strategies are developed and approved, and where appropriate, they are directly aligned within the strategic plan and reported on as part of this plan.
6. **Accessibility and Inclusion:**  
This would be managed on a project-by-project basis.
7. **Legal or Policy Implications:**  
This would be managed on a project-by-project basis.
8. **Privacy Implications:**  
This would be managed on a project-by-project basis.
9. **Engagement and Communications Considerations:**  
Staff will share the 2025 report and draft 2026 plan internally and externally and communicate key outcomes achieved to date.
10. **Human Resource Implications:**  
This would be managed on a project-by-project basis. Staff in Organizational Performance and Strategy manage the strategic plan process and reporting.
11. **Procurement Implications:**  
This would be managed on a project-by-project basis.
12. **Information Technology Implications:**

This would be managed on a project-by-project basis.

13. Information Management Implications:

This would be managed on a project-by-project basis.

14. Other Implications:

None currently.

**Recommendation:**

That Council approve the 2026 draft action plan and table the report at a regular meeting of Council.

**Prepared by: Victoria Etchegary, Manager, Organizational Performance and Strategy**

**Approved by: Derek Coffey, City Manager**

## Report Approval Details

Document Title:	Strategic Plan 2025 Report and Action Plan for 2026.docx
Attachments:	- Our City Our Future March 2026 Council Report.pdf
Final Approval Date:	Mar 19, 2026

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

**No Signature - Task assigned to Derek Coffey was completed by workflow administrator Theresa Walsh**

**Derek Coffey - Mar 19, 2026 - 1:49 PM**



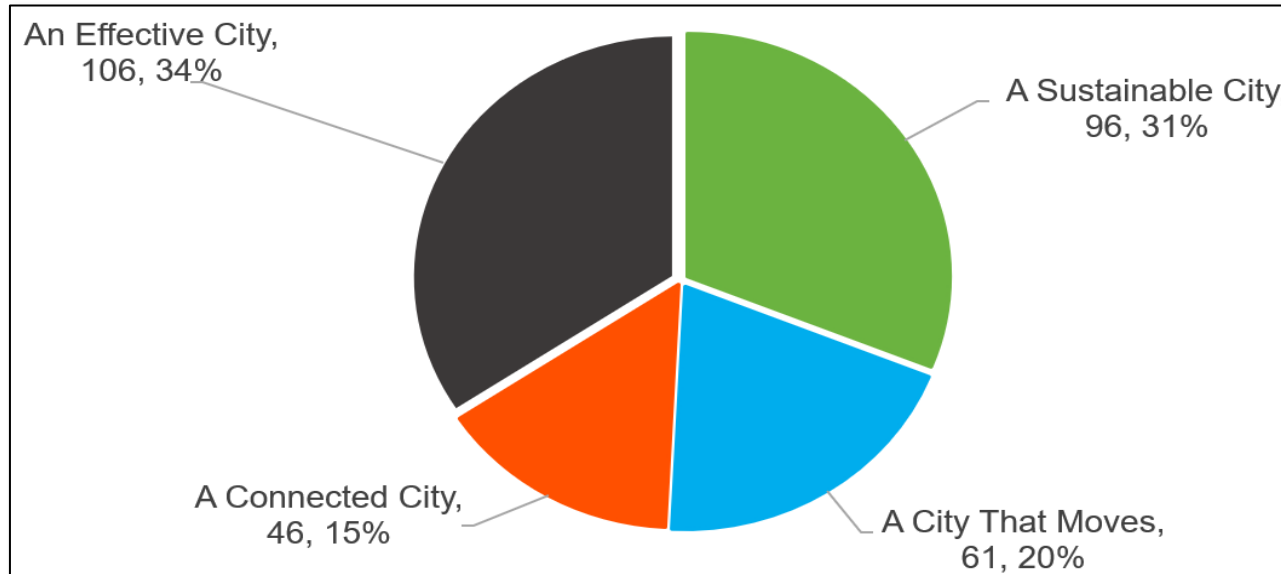
# Annual Action Plan

- Progress at a Glance
- 2025 Progress Report
- Continuous Improvement Project Updates
- 2026 Draft Initiatives

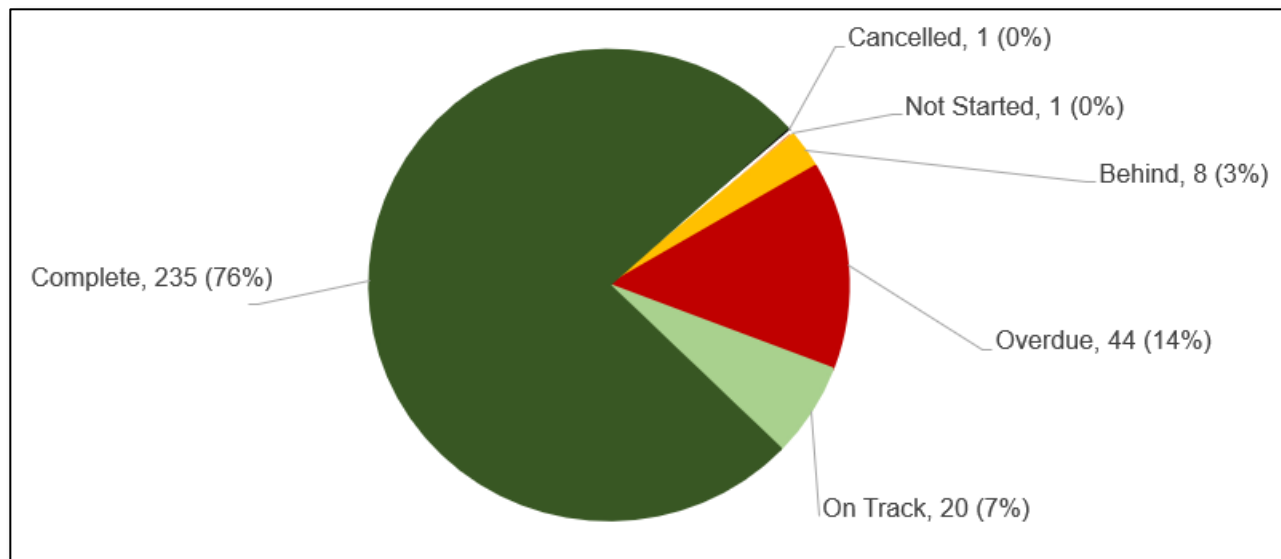
A Sustainable City | A City that Moves | A Connected City | An Effective City

# Our City Our Future Strategic Plan – Progress at a Glance

## Initiatives per Strategic Direction Since Launch of Plan



## Current Status of All Initiatives Since Launch of Plan



## 22 initiatives completed since the last update

- Establish a preventative maintenance program for St. John's Regional Fire
- Develop a Heritage Plan
- Empire Avenue sewer separation study
- Identify adaptation and resilience improvement for existing buildings
- Add hybrid buses to Metrobus fleet (8)
- Complete detailed design for high crash locations to improve intersection safety
- Design new Goulds Fire Station
- Develop an Anti-Racism Workplan in collaboration with the Anti-Racism Working Group
- Identify and host civic engagement events for 18–30-year-olds that advance other City priorities
- Advance online digital services
- Develop and roll out a promotional Modular Learning Program for Lieutenants and Captains in St. John's Regional Fire
- Explore best practice in organizational performance and make recommendations

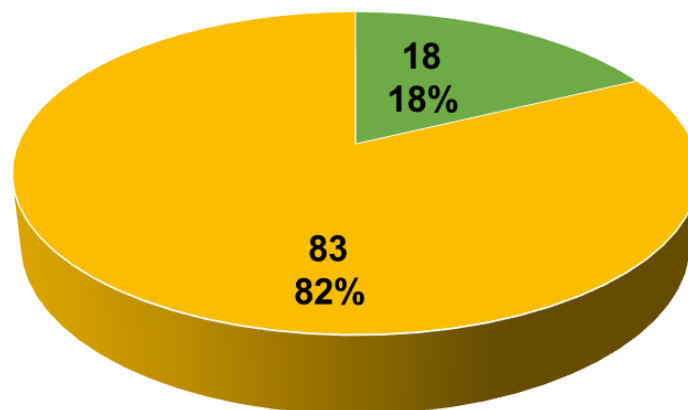
# 22 initiatives completed since the last update (cont'd)

- Explore opportunities to create efficiencies in the parking fine contesting process, within the City's scope of authority
- Explore opportunities to have pre-approved house plans for contractors to decrease processing times
- Explore P-card solution for purchases and identify recommendations
- Implement Annual Infill Sidewalk Program 2025
- Develop human resources management orientation
- Review and update Residential Property Standards By-law
- Update Archival Guide to Holdings
- Establish Records and Information Management Program
- Enhance the Information Management/Information Protection culture at the City
- Establish business drivers for Electronic Content Management System (ECMS) tool evaluation

## 5 CI projects were completed since the last update to Council

- Implement standardized naming convention for cheque requisitions
- Standardize calibration process of electronic salt spreaders
- Standardize evaluation process for high-angle training (SJRFD)
- Clarify process for lease of equipment
- Improve process of information sharing between Inspection Services and Facility Engineering related to City infrastructure projects

**Total Number of Employees with Continuous Improvement Certifications by Type**



■ Green Belt ■ Yellow Belt

- All departments have at least one staff member with a Green Belt certification and at least 7 staff with a Yellow Belt certification.
- 2026 will focus on increasing Yellow Belt certifications.
- 96 CI projects have been completed and results documented since 2018.

## Continuous Improvement (CI) – Progress at a Glance

**CI Projects Outcome Tracker**

<b>Total Lead/Process Time Saved (hours per year)</b>	<b>Total Staff Time Reinvested (hours per year)</b>
<b>148,344</b>	<b>12,127</b>
<b>Average % Change in Lead/Process Time</b>	<b>Sum of Dollar Value of Staff Time Reinvested (per year)</b>
<b>56.5%</b>	<b>\$694,794</b>
<b>Sum of Financial Reinvestment (per year)</b>	<b>Cost Avoidance Realized<sup>1</sup></b>
<b>\$122,798</b>	<b>\$380,000</b>

CI projects aim to reduce waste in processes (activities that do not add value from a customer perspective), thereby improving lead time, turn-around time, saving hard costs, and ultimately improving employee engagement and customer experience.

To demonstrate how this is working, the City is using a data collection tool to capture annual outcomes from CI projects. The table above shows the outcomes from a variety of projects, some of which are small in scale but still yield significant results.

<sup>1</sup> Cost avoidance was realized through an asset management CI project

# Continuous Improvement (CI) – Cumulative Summary Since 2018

<b>CI Projects Outcome Tracker</b>	
<b>Total Lead/Process Time Saved*</b>	<b>Total Staff Time Reinvested</b>
<b>680,801 hours</b>	<b>32,691 hours</b>
<b>FTE Equivalents Reinvested (based on total staff time reinvested)**</b>	<b>Sum of Dollar Value of Staff Time Reinvested</b>
<b>18.6 FTEs</b>	<b>\$1,932,090</b>
<b>Sum of Financial Reinvestment</b>	
<b>\$472,959</b>	

The data provided is based on 40 CI projects for which the metrics above were gathered. Not all CI projects capture such metrics. For example, a CI project outcome may include improvement in quality of service or decrease in risk.

CI updates to Council provide a summary of one-time savings for each project where metrics are captured. The annual updates include a cumulative summary, providing the total savings based on the sustainment of the improvements since they were implemented. For example, a project completed in January 2020 resulting in 100 hours of staff time reinvested, has a cumulative total of 500 hours of time reinvested to date.

Process owners are encouraged to continue to monitor process health to ensure improvements are sustained.

\*Total time in process, including waiting time

\*\* FTE equivalents of time reinvested is based on a 33.75-hour work week and the cumulative staff time reinvested (\$32691/1755), for illustrative purposes. This does not represent positions being eliminated, rather it shows the equivalent of time saved that is reinvested in value-added activities. This is a cumulative reinvestment and not annual.

● Draft 
 ● Not started 
 ● Behind 
 ● On Track 
 ● Overdue 
 ● Complete 
 → Direct Alignment 
 --- Indirect Alignment

### CITY OF ST. JOHN'S PLAN

#### A SUSTAINABLE CITY

Goal	Council Update	Due Date	Current Completion	Plan
<b>Be financially responsible and accountable</b>		2029/12/31	68%	
→ <b>City Buildings Asset Management Plan</b>	Update to Council: Asset management plans were originally reported together and now are being reported as their own stand-alone projects to support more accurate reporting.  Data collection is ongoing. <i>2026/03/13</i>	2030/04/30	2%	Budget & Treasury Plan
→ <b>Complete State of Infrastructure Report</b>	Update to Council: Not due to start until 2028. <i>2025/11/03</i>	2029/12/31	0%	Budget & Treasury Plan
→ <b>Develop a Commercial Vacancy Allowance Policy and Align with the Commercial Vacancy Allowance by-law</b>	Update to Council: Policy development was delayed until the Commercial Property Tax and Vacancy Relief By-Law was completed, which was approved June 2025 . Internal consultations are completed and the Policy Analyst is drafting a policy. <i>2026/03/12</i>	2023/12/31	31%	Legal Services Plan Revenue Accounting Plan
→ <b>Develop Asset Management Roadmap</b>	Update to Council: Consultations are ongoing to build the Asset Management roadmap <i>2026/03/13</i>	2026/12/31	33%	Budget & Treasury Plan
→ <b>Develop Strategic Asset Management Plan</b>	Update to Council: Paused for other priorities, expect to continue later in 2026. <i>2026/03/13</i>	2025/12/31	20%	Budget & Treasury Plan

Goal	Council Update	Due Date	Current Completion	Plan
<p>→ <b>Establish a preventative maintenance program for SJRFD fleet</b></p>	<p><b>Update to Council:</b> Preventative maintenance is now aligned with the motor vehicle inspection (MVI) schedule. Before submitting a vehicle for MVI, the maintenance facility will complete a full front-to-back inspection. Additionally, with the expanded reserve fleet, mechanics can hold vehicles for longer periods when repairs are needed, allowing them to complete more thorough preventative maintenance before returning units to service.</p> <p><i>2026/02/12</i></p>	2023/11/30	100%	Mechanical Services (SJRFD) Plan
<p>→ <b>Fleet Asset Management Plan</b></p>	<p><b>Update to Council:</b> Asset management plans were originally reported together and now are being reported as their own stand-alone projects to support more accurate reporting.</p> <p>Phase 1 &amp; 2 are complete and approved by Council.</p> <p>Phase 3 will be complete in Q3 2026.</p> <p><i>2026/03/13</i></p>	2027/12/31	75%	Budget & Treasury Plan
<p>→ <b>Linear Infrastructure Asset Management Plan</b></p>	<p><b>Update to Council:</b> Asset management plans were originally reported together and now are being reported as their own stand-alone projects to support more accurate reporting. Data collection is ongoing.</p> <p><i>2026/03/13</i></p>	2033/01/07	0%	Budget & Treasury Plan
<p>→ <b>Parks Asset Management Plan</b></p>	<p><b>Update to Council:</b> Asset management plans were originally reported together and now are being reported as their own stand-alone projects to support more accurate reporting.</p> <p>Playground data collection is completed. Skate parks and other park data collection to be completed summer 2026.</p> <p><i>2026/03/13</i></p>	2028/09/29	17%	Budget & Treasury Plan

Goal	Council Update	Due Date	Current Completion	Plan
<ul style="list-style-type: none"> <li>→ <b>Roads and Sidewalks Asset Management Plan</b></li> </ul>	<p>Update to Council: Asset management plans were originally reported together and now are being reported as their own stand-alone projects to support more accurate reporting.</p> <p>Data collection is ongoing. <i>2026/03/13</i></p>	2031/06/30	17%	Budget & Treasury Plan
<p><b>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</b></p>		2029/12/31	97%	
<ul style="list-style-type: none"> <li>→ <b>Continue support and collaboration with Canada Games Host Society in planning for a successful 2025 event</b></li> </ul>	<p>Update to Council: The 2025 Canada Games were held August 8-25, 2025 in St. John's, with the city hosting over 5,100 athletes, coaches and managers. City staff across several divisions supported the event. The Canada Games Host Society is preparing an economic report, which will be completed in Fall 2025.</p> <p><i>2025/10/29</i></p>	2025/08/31	100%	Tourism, Culture & Business Growth Plan
<p><b>Plan for land use and preserve and enhance the natural and built environment where we live</b></p>		2029/12/31	92%	
<ul style="list-style-type: none"> <li>→ <b>Complete flood hazard mapping for six streams</b></li> </ul>	<p>Update to Council: Final Report adopted by Council May 21, 2025. <a href="https://pub-stjohns.escribemeetings.com/FileStream.ashx?DocumentId=45279">https://pub-stjohns.escribemeetings.com/FileStream.ashx?DocumentId=45279</a></p> <p><i>2025/05/22</i></p>	2024/04/30	100%	Development Plan Climate Plan
<ul style="list-style-type: none"> <li>→ <b>Develop a Downtown Plan under the Envision St. John's Municipal Plan</b></li> </ul>	<p>Update to Council: Final version of plan to be brought to Council early Q2. Staff will then prepare a package of amendments to the Municipal Plan and Development Regulations to implement the Downtown Plan.</p> <p><i>2026/03/11</i></p>	2023/12/31	90%	Planning Plan Healthy City Strategy Plan Climate Plan

Goal	Council Update	Due Date	Current Completion	Plan
→Develop a Heritage Plan	Update to Council: Heritage approved by Council Feb. 24, 2026. Read the details on the <a href="#">website</a> . 2026/03/11	2023/12/31	100%	Planning Plan
→Develop neighbourhood plan for Cowan Heights	Update to Council: Council adopted the Plan in principle in Sept. 2025. Final phase is for plan to go to Province for review and release. 2026/03/11	2025/11/25	91%	Planning Plan Healthy City Strategy Plan Climate Plan
→Develop neighbourhood plan for Mundy Pond and Central Areas	Update to Council: Consultation for Phase 2 is concluding March 22 and what we heard will follow and be released in Spring 2026. 2026/03/11	2027/06/30	64%	Planning Plan Healthy City Strategy Plan Climate Plan
→Develop neighbourhood plan for Rennie's River	Update to Council: Consultation for Phase 2 is finishing up March 22 and what we heard will follow and be released in Spring 2026. 2026/03/11	2027/06/30	64%	Planning Plan Healthy City Strategy Plan Climate Plan
→Develop neighbourhood plan for University Area	Update to Council: Council adopted the Plan in principle in Sept. 2025. Final phase is for plan to go to Province for review and release. 2026/03/11	2025/11/25	91%	Planning Plan Healthy City Strategy Plan Climate Plan
→Develop strategy to increase Industrial, Commercial & Institutional waste diversion	Update to Council: Staff are working to better define the potential roles the City can play in advancing greater waste diversion from Industrial, Commercial, and Institution and the Circular Economy. Staff previously participated in a workshop organized by Econext and their Circular Economy Incubator to pass along information to entrepreneurs on the role the City can play in supporting their ideas and concepts. 2026/03/12	2025/06/30	15%	Waste & Recycling Plan Climate Plan

Goal	Council Update	Due Date	Current Completion	Plan
→ Empire Avenue Sewer Separation Study	Update to Council: Final report received in Fall 2025. <i>2026/01/22</i>	2023/03/31	100%	Construction Engineering Plan Climate Plan
→ George Street Revitalization - DESIGN ONLY	Update to Council: Preliminary design and engagement with impacted parties for both the plaza and the underground work ongoing and expected to continue throughout 2026. <i>2026/03/09</i>	2026/12/18	50%	Construction Engineering Plan
→ Identify Adaptation and Resilience Improvement for Existing Buildings	Update to Council: - Climatefirst digital tool was used to quantify risks of pilot City facilities. Lessons learned are being incorporated into a future proposed city-owned building masterplan, as well as in the community-wide assessment funded by Federation of Canadian Municipalities (FCM).  - Modeling to estimate sea level rise and storm surge has been completed for the coastal areas of the City. Work is ongoing to model the extent (if any) of impact this may have, and engagement will be ongoing to discuss options to adapt. Work scheduled for 2025 was complete, the project continues into 2026.  - FCM Climate ready plans and processes funding for adaptations was awarded to the City (\$103,600) to develop a risk assessment prioritized adaptation plan using a community wide geospatial risk assessment tools. The work will help inform emergency and business preparedness and response. The proposal was submitted, and funding was granted to the City by FCM.  <i>2026/02/11</i>	2025/12/31	100%	Sustainability Plan Healthy City Strategy Plan

Goal	Council Update	Due Date	Current Completion	Plan
→ Plan for and implement Trenchless Rehabilitation of the Water Street Brick Sewer	Update to Council: Preliminary inspection completed in November 2025. Cured-in-place pipe (CIPP) Lining to start in April, 2026 and be completed in May 2026. Communications with property owners ongoing. Business liaison in place for this phase of the project as well. This is the final phase of the Water Street Infrastructure Improvements project.  2026/03/09	2025/11/28	82%	Construction Engineering Plan Climate Plan
→ Rehabilitate Duck Pond Bridge - Bowring Park	Update to Council: Discussions ongoing to determine Shared Use Path (SUP) route. Construction date depends on final decision of SUP alignment.  2026/03/09	2025/10/31	46%	Construction Engineering Plan
→ Replace Quidi Vidi Slipway	Update to Council: Construction ongoing. Expected completion June 30, 2026.  2026/03/09	2025/12/19	88%	Construction Engineering Plan
→ Royal Drive, Mooney Crescent, Old Petty Harbour Road - Sewer Replacement - DESIGN ONLY	Update to Council: Final design package expected by March 31, 2026.  2026/03/09	2024/04/26	99%	Construction Engineering Plan Climate Plan
→ Upgrade Storm Sewer - University Avenue	Update to Council: Project completed prior to Canada Games.  2025/09/19	2024/11/29	100%	Construction Engineering Plan Climate Plan
→ Wetland Study Phase 2B Functional Assessment	Update to Council: Project delayed due to delay in adoption of wetland policy. Field work complete. Draft report delayed, expected Q1.  2026/03/17	2024/11/30	73%	Development Plan C Climate Plan
Work collaboratively to create a climate-adapted and low-carbon city		2029/12/31	76%	58

Goal	Council Update	Due Date	Current Completion	Plan
<p>→ <b>Develop a Low-Carbon Fleet and Supporting Infrastructure Masterplan</b></p>	<p><b>Update to Council:</b> Planning is ongoing, project experienced some delays due to additional level of effort needed to understand City operations and future growth. Funding partner, Federation of Canadian Municipalities, updated and project proceeds with completion expected in 2026. <i>2026/03/17</i></p>	2025/12/31	75%	<p>Sustainability Plan Healthy City Strategy Plan Climate Plan</p>
<p>→ <b>Expand Public EV Charging Network</b></p>	<p><b>Update to Council:</b> - Equipment purchase has been complete and delivered. - Procurement of designer and installer has been complete.  - Installations of needed electrical infrastructure have begun with NLPower coordination.  - A total of 26 Level 2 chargers are planned and will be installed in 2026 - spring 2027. <i>2026/03/17</i></p>	2027/12/31	0%	<p>Sustainability Plan Healthy City Strategy Plan Climate Plan</p>
<p>→ <b>Explore beneficial reuse of landfill gas</b></p>	<p><b>Update to Council:</b> A feasibility study was completed in 2025 which determined a landfill gas to energy project is feasible for Robin Hood Bay. This report evaluated several possible reuse options for the landfill gas at Robin Hood Bay, and production of electricity for sale was determined as the most feasible option. Staff have reached out to Newfoundland and Labrador Hydro (NLH) to discuss opportunities and are waiting for a response. <i>2026/03/12</i></p>	2027/12/31	50%	<p>Waste &amp; Recycling Plan Climate Plan</p>
<p>→ <b>Implement and monitor a Residential Energy Concierge Retrofits Partnership Program</b></p>	<p><b>Update to Council:</b> Program was launched publicly in September <a href="https://maketheshiftnl.ca/">https://maketheshiftnl.ca/</a>. Financing partner was contracted (Newfoundland and Labrador Credit Union), and administration procedures were put in place.  The program has helped over 90 homes in conducting energy audits, and understanding a retrofit pathway between September and December 2025. <i>2026/03/17</i></p>	2029/12/31	25%	<p>Sustainability Plan Healthy City Strategy Plan Climate Plan</p>

Goal	Council Update	Due Date	Current Completion	Plan
<p>→ <b>Retrofit existing City owned buildings and facilities</b></p>	<p><b>Update to Council:</b> - 245 Freshwater fuel switching from oil to electric: new HVAC system installed, electrical supply upgrades and commissioning happening in 2026.</p> <ul style="list-style-type: none"> <li>- Animal Care Centre fuel switching from oil to electric complete</li> <li>- City Hall heating and ventilation system (HRVAC) upgrades including improved building controls complete.</li> <li>- Heat recovery system at Riverhead Wastewater Treatment plant complete.</li> <li>- Southlands Community Centre LED lighting retrofits complete</li> <li>- Shea Heights Community Centre LED retrofit complete.</li> <li>- Housing Retrofits design phase for the pilot phase (6 units in Hamlin Rd) RFP proceeding to award.</li> <li>- Housing Retrofits at Riverhead Towers are ongoing, completed upgrades include kitchens, bathrooms, LED lighting.</li> <li>- Killbride Community Centre retrofit proposal to Green and Inclusive Community Buildings program by Natural Resources Canada was funded. Design taking place in 2026, retrofit in 2026-2027.</li> <li>- Bowring Park Lodge, Greenhouse and Maintenance Shed fuel switch from oil to electric efficiency upgrades funded by the Climate Change Challenge Fund. Work to be completed before March 2027.</li> <li>- Paul Reynolds Community Centre HVAC Performance investigation complete, procurement of designer is ongoing.</li> </ul> <p><i>2026/03/17</i></p>	<p>2028/04/01</p>	<p style="text-align: center; background-color: #008000; color: white; font-weight: bold;">82%</p>	<p>Sustainability Plan Climate Plan</p>
<p>→ <b>Review and implement additional tiers of the National Building Code energy efficiency section</b></p>	<p><b>Update to Council:</b> Work ongoing. Staff training scheduled for March 2026</p> <p><i>2026/03/13</i></p>	<p>2025/12/31</p>	<p style="text-align: center; background-color: #800000; color: white; font-weight: bold;">75%</p>	<p>Regulatory Services Plan Climate Plan</p> <p style="text-align: right;">60</p>

A CITY THAT MOVES

Goal	Council Update	Due Date	Current Completion	Plan
<b>Create a sustainable and accessible, low-carbon public transportation system</b>		2029/12/31	88%	
→ <b>Add hybrid buses to Metrobus fleet</b>	Update to Council: All eight (8) buses have arrived. <i>2026/01/22</i>	2025/12/31	100%	Metrobus Plan Healthy City Strategy Plan Climate Plan
→ <b>Complete Metrobus Depot Upgrades to accommodate Zero Emission Buses</b>	Update to Council: Progress has improved since the last update - a new costing consultant has been brought on by the design team and changes have been made to the design to work within the approved budget. The design consultant is working through changes with updated plans to be provided in the coming weeks. Scope change document has been approved by the Province. <i>2026/03/11</i>	2027/03/31	47%	Facility Engineering Plan Metrobus Plan Healthy City Strategy Plan Climate Plan
→ <b>Implement Route 10 as a wheelchair accessible service route</b>	Update to Council: Route 10 is designated as a wheelchair accessible route with the introduction of the summer schedule on Monday, June 23rd, 2025. <i>2025/06/06</i>	2024/12/31	100%	Metrobus Plan Healthy City Strategy Plan Accessibility Plan
→ <b>Implement select recommendations from the Public Transit Review</b>	Update to Council: Equipment for the automated onboard stop announcement system is scheduled to arrive at the vendor by the end of March 2026. It will subsequently be shipped to Metrobus and installation will be scheduled once delivery dates are finalized. <i>2026/03/11</i>	2022/12/31	97%	Metrobus Plan

Goal	Council Update	Due Date	Current Completion	Plan
<p>→ <b>Improve operational efficiency by introducing new accounting and human resource software</b></p>	<p>Update to Council: The software provider for the current accounting and payroll system for Metrobus has recently advised it will be ceasing operations as of November 30th. Due to urgent need to implement a replacement software, the RFP process will be cancelled and an expedited process will be used to procure and award a contract for software to be implemented and operational by November 30th.</p> <p><i>2026/03/11</i></p>	2025/12/31	30%	Metrobus Plan
<p>→ <b>Improve reliability of the public transit system by upgrading the fare collection and smart card systems</b></p>	<p>Update to Council: New smart card readers are installed and in service.</p> <p><i>2025/10/28</i></p>	2024/12/31	100%	Metrobus Plan
<p>→ <b>Improve the customer experience by introducing service improvements on fall schedule</b></p>	<p>Update to Council: All planned service improvements for fall 2025 have been implemented.</p> <p><i>2025/10/28</i></p>	2025/09/15	100%	<p>Metrobus Plan</p> <p>Building Safer Communities Strategy Plan</p> <p>Climate Plan</p>
<p>→ <b>Improve the customer experience by introducing service improvements on summer schedule</b></p>	<p>Update to Council: Planned service improvements for summer schedule are implemented effective Monday, June 23rd, 2025.</p> <p><i>2025/06/06</i></p>	2025/06/30	100%	<p>Metrobus Plan</p> <p>Building Safer Communities Strategy Plan</p> <p>Climate Plan</p>
<p>→ <b>Improve the customer experience through the introduction of fare payment by Visa, Mastercard tap</b></p>	<p>Update to Council: Delay is with Moneris - the financial technology company and payment processor. Waiting for an update from the vendor.</p> <p><i>2026/03/11</i></p>	2025/09/01	80%	Metrobus Plan

Goal	Council Update	Due Date	Current Completion	Plan
<p>→ <b>Improve the customer experience through the introduction of new smart card features (mCard and Go-Card) including automatic reloads and customer communications designed to make the system user friendly</b></p>	<p>Update to Council: The automatic reload of passes is the only outstanding feature. Due to new security requirements, implementation is a more difficult and lengthy process. This feature is now postponed and will be reviewed at a later date. In the next Council report, this initiative will be closed and the automatic reload of passes will be added as a standalone project once it is determined the work can move forward meeting the updated security requirements.</p> <p><i>2026/03/11</i></p>	2022/05/31	95%	Metrobus Plan
<p>→ <b>Increase the number of bus shelters in the City</b></p>	<p>Update to Council: One new shelter was installed in 2025 on Elizabeth Avenue opposite Keegan Court.</p> <p>A number of other planned shelters are in varying stages of approval. Maintenance crew has also removed and reinstalled several shelters at existing locations due to accident damage, sidewalk construction and upgrades, and upgrade of a shelter for wheelchair accessibility.</p> <p><i>2026/03/11</i></p>	2025/12/31	17%	<p>Metrobus Plan</p> <p>Accessibility Plan</p> <p>Building Safer Communities Strategy Plan</p>
<p>→ <b>Increase the number of wheelchair accessible routes</b></p>	<p>Update to Council: Two new wheelchair accessible routes were added in 2025: Routes 10 and 33. To further improve accessibility, a new Quantum Automatic Wheelchair Securement Station was added to one Metrobus. It will be evaluated over the coming months.</p> <p><i>2025/10/28</i></p>	2025/12/31	100%	<p>Metrobus Plan</p> <p>Healthy City Strategy Plan</p> <p>Accessibility Plan</p> <p>Building Safer Communities Strategy Plan</p>
<p>→ <b>Increase transit sustainability by converting twenty (20) additional bus shelters from electrical to solar power</b></p>	<p>Update to Council: Solar panel systems have been installed in thirty seven (37) shelters. The lighting systems in these shelters are now powered by solar energy.</p> <p><i>2025/10/28</i></p>	2025/12/31	100%	<p>Metrobus Plan</p> <p>Climate Plan</p>
<p><b>Expand and maintain a safe and accessible active transportation network</b></p>		2029/12/31	84%	

Goal	Council Update	Due Date	Current Completion	Plan
→ <b>Back Line Sidewalk Extension (Ridgemount Street to Sunset Street)</b>	Update to Council: Funding not approved to date for construction. Design is started and being completed in house as priorities allow. <i>2026/03/09</i>	2023/11/15	20%	Construction Engineering Plan Climate Plan
→ <b>Canada Drive active transportation improvements</b>	Update to Council: Construction is paused for the Winter. Project will continue into 2026 and completion is expected late Summer/Fall 2026. <i>2026/03/09</i>	2024/12/31	90%	Construction Engineering Plan Transportation Engineering Plan Healthy City Strategy Plan Accessibility Plan Climate Plan
→ <b>Construct Kelly's Brook Shared Use Path</b>	Update to Council: Phase 1A (Section 1) from Carpasian Road to Kelly's Brook Park and section from Kelly's Brook Park to Columbus Drive Phase 1A - Section 2) is complete. The design for the third, and final section from Carpasian Road to Bannerman Road is complete and tendering is expected to be Winter 2026 with this section to be completed in the Summer of 2026. The section from Bannerman Road to King's Bridge Road has been removed from the scope as the final alignment is still to be determined. <i>2026/03/09</i>	2026/12/31	67%	Construction Engineering Plan Healthy City Strategy Plan Building Safer Communities Strategy Plan Climate Plan

Goal	Council Update	Due Date	Current Completion	Plan
<p>→ <b>Design and construct Crosstown Shared Use Path from Canada Drive to the T'railway</b></p>	<p>Update to Council: Tender expected in late Winter or early Spring 2026. Construction to start in Spring 2026 and be completed in Summer 2027. Shared Use Path limits is now from Canada Drive to Waterford Bridge Road. Waterford River bridge and connection to the railway have been removed for funding reasons.</p> <p><i>2026/03/09</i></p>	<p>2027/03/19</p>	<p>50%</p>	<p>Construction Engineering Plan Transportation Engineering Plan Healthy City Strategy Plan Accessibility Plan Building Safer Communities Strategy Plan Climate Plan</p>
<p>→ <b>Design and construct Shared Use Path from Airport Heights to Paul Reynolds Centre</b></p>	<p>Update to Council: Construction started in Fall 2025. Majority of construction to be completed by Fall 2026.</p> <p><i>2026/03/09</i></p>	<p>2027/03/31</p>	<p>85%</p>	<p>Construction Engineering Plan Transportation Engineering Plan Healthy City Strategy Plan Accessibility Plan Building Safer Communities Strategy Plan Climate Plan</p>
<p>→ <b>Design and construct Shared Use Path from Portugal Cove Road to Logy Bay Rd</b></p>	<p>Update to Council: Construction was ongoing until late Fall with remaining work to be completed by early summer 2026.</p> <p><i>2026/03/09</i></p>	<p>2027/05/31</p>	<p>94%</p>	<p>Construction Engineering Plan Transportation Engineering Plan Healthy City Strategy Plan Accessibility Plan Building Safer Communities Strategy Plan Climate Plan</p>

Goal	Council Update	Due Date	Current Completion	Plan
→ Determine potential changes to routes in Bike Master Plan	Update to Council: Internal consultation ongoing. Recommendations to Council forthcoming in 2026. <i>2026/03/13</i>	2024/12/31	45%	Transportation Engineering Plan
→ Elizabeth Avenue active transportation and roadway improvements	Update to Council: Final works which included surface course asphalt was completed in June/July prior to Canada Games. <i>2025/10/30</i>	2024/12/31	100%	Construction Engineering Plan Transportation Engineering Plan Healthy City Strategy Plan Accessibility Plan Climate Plan
→ Implement annual Infill Sidewalk Program	Update to Council: 2025 program is complete. 2026 planning is underway. <i>2026/03/18</i>	2025/12/31	100%	Construction Engineering Plan
→ Initiate development of active transportation public education plan	Update to Council: A draft plan has now been developed and is being shared with interested program areas for discussion around implementation. <i>2025/06/05</i>	2024/12/31	100%	Corporate Communications Plan
→ Main Road Shoulder Paving - North Side (Doolings Line to Bidgoods to Sunset Street)	Update to Council: Work is complete. <i>2025/10/28</i>	2025/09/26	100%	Construction Engineering Plan
<b>Improve safety for all users on a well-maintained street network</b>		2029/12/31	96%	
→ Complete detailed design for high crash locations to improve intersection safety	Update to Council: Detail Design completed and going to construction in 2026 <i>2026/02/09</i>	2023/12/31	100%	Transportation Engineering Plan

Goal	Council Update	Due Date	Current Completion	Plan
<p>→ <b>Develop Transportation Master Plan</b></p>	<p>Update to Council: Met with several municipalities, consultants, and Government of Newfoundland and Labrador to determine how best to collect travel data and scope full Transportation Master Plan development. Options are being considered and evaluated. Back to full staff complement in Transportation Engineering and this is now moved out and will be reviewed to determine when the project can restart later in 2026. Trying to avoid paper based approach.</p> <p><i>2026/03/13</i></p>	<p>2020/04/30</p>	<p>75%</p>	<p>Transportation Engineering Plan Climate Plan</p>
<p>→ <b>Goldstone St. @ Team Gushue Highway Ramps Intersection Improvements - Round-a-bouts</b></p>	<p>Update to Council: Consultant has final comments and are finalizing design based on recent comments from the Province. Construction funding has been approved. Due to other work in the area and the construction of the Portugal Cove Road round-a-bout, the Goldstone Round-a-bouts will be constructed in 2027.</p> <p><i>2026/03/09</i></p>	<p>2021/12/31</p>	<p>99%</p>	<p>Construction Engineering Plan</p>
<p>→ <b>Implement annual crosswalk safety improvement program</b></p>	<p>Update to Council: Planned improvements for 2025 included the addition of rectangular rapid-flashing beacons (RRFBs), overhead flashers, curb extensions, and accessible signals at several locations across the city. To date 13 are complete and the remaining ones highlighted below will be installed in the spring. Update on each location follows:</p> <p><b>Cornwall Crescent at O'Reilly Street (Overhead Flashers) - waiting on installation</b>  <b>Doyles Road at Main Road (RRFBs) - complete</b>  <b>Duckworth Street at Cathedral Street (RRFBs) - waiting on installation</b>  <b>Duckworth Street at Ordinance Street (curb extensions) - complete</b>  <b>Elizabeth Avenue at Carpasian Road (RRFBs) - waiting on installation</b>  <b>Elizabeth Avenue at Whiteway Street (Overhead Flashers) - complete</b>  <b>Ennis Avenue at Vanier Elementary School (RRFBs) - complete</b>  <b>Hamilton Avenue at Symonds Avenue (RRFBs) - complete</b></p>	<p>2025/12/31</p>	<p>96%</p>	<p>Transportation Engineering Plan Healthy City Strategy Plan Accessibility Plan</p>

Mayor Avenue at Kellys Brook Trail (Overhead Flashers) - complete  
Military Road at Bannerman Street (curb extensions & RRFBs) - Complete  
Military Road at Carew (curb extensions & RRFBs) - Complete  
Newfoundland Drive at Oderin Place (RRFBs) - complete  
Newfoundland Drive at Virginia River Trail (RRFBs) - complete  
Portugal Cove Road at Kerry Street (RRFBs) - complete  
Waterford Bridge Road at Road De Luxe (RRFBs) - complete  
Winter Avenue at Kings Bridge Road (signal timing improvements)- complete

Work in 2025 was carried out in coordination with other roadwork and infrastructure projects to maximize efficiency and funding.

Locations for 2026 are being determined and will be updated in the June report.

*2026/03/13*



Goal	Council Update	Due Date	Current Completion	Plan
<p>→ <b>Implement annual traffic calming program</b></p>	<p><b>Update to Council:</b> Two of the streets trialed in 2025 are being permanently implemented in 2026. The permanent speed cushions will be installed as part of the City's annual Streets Rehabilitation Program during the upcoming construction season. For 2026, temporary speed cushions will be installed this spring and removed in late fall at the following locations:</p> <ul style="list-style-type: none"> <li>• Great Eastern Avenue – Iceland Place to Ladysmith Drive</li> <li>• Heffernan's Line – Back Line to Main Road</li> <li>• Middleton Street – Harding Road to Newfoundland Drive</li> <li>• Old Bay Bulls Road – Elliott's Road to Rosemarkie Street</li> <li>• Parsons Road – Ennis Avenue to Logy Bay Road</li> </ul> <p>Following the trial period, households on these streets will be surveyed to determine support for permanent installation. A minimum of 60% support from survey respondents is required for the project to proceed. If this threshold is not met, the speed cushions will not be made permanent. Check out all the <a href="#">details</a>.</p> <p><i>2026/03/05</i></p>	<p>2027/03/31</p>	<p>67%</p>	<p>Transportation Engineering Plan Climate Plan</p>
<p>→ <b>Implement procedures to ensure accessible pedestrian routes are maintained in construction zones</b></p>	<p><b>Update to Council:</b> Additional information was included in the City Construction specifications, traffic advisories and traffic control permit form to elaborate on the accessibility requirements in and around a work site.</p> <p><i>2025/11/04</i></p>	<p>2025/12/31</p>	<p>100%</p>	<p>Construction Engineering Plan Accessibility Plan Healthy City Strategy Plan</p>
<p>→ <b>Implement select recommendations and actions from the Paid Parking Management Strategy</b></p>	<p><b>Update to Council:</b> Staff are waiting for the final design for Reimagine Churchill Square project before any changes are made to parking in that area.</p> <p>A report will be brought to council in the near future for consideration.</p> <p><i>2026/03/18</i></p>	<p>2023/12/31</p>	<p>90%</p>	<p>Regulatory Services Plan</p>

Goal	Council Update	Due Date	Current Completion	Plan
<p>→Major's Path Street Upgrading with Shared Use Path (Hebron Way to Portugal Cove Road)</p>	<p>Update to Council: Project completed in September, 2025. <i>2025/09/19</i></p>	2025/11/28	100%	Construction Engineering Plan Climate Plan
<p>→Portugal Cove Road &amp; Airport Heights Drive/Majors Path Intersection Improvements</p>	<p>Update to Council: Tender closed in February 2026 and contract awarded to Pyramid Construction. Construction will start in April 2026 and be substantially completed by Fall 2026. The construction for the replacement of the Airport Heights Drive culvert is complete. <i>2026/03/09</i></p>	2026/11/30	83%	Construction Engineering Plan Climate Plan
<p>→Upgrade Lambe's Lane Road for 2025 Canada Games</p>	<p>Update to Council: The project was completed on time in advance of the Canada Games. There are several deficiencies that need to be addressed due to damage caused by the neighbouring property, but these are well documented, and repairs are already underway. <i>2025/10/30</i></p>	2025/06/30	100%	Facility Engineering Plan

## A CONNECTED CITY

Goal	Council Update	Due Date	Current Completion	Plan
<b>Develop and deliver programs, services and public spaces that build safe, healthy and vibrant communities</b>		2029/12/31	<b>93%</b>	
→ <b>Canada Games Track &amp; Field &amp; Legacy Facility</b>	Update to Council: The Fortis Canada Games Complex is substantially complete and the facility has been handed over to the Province and Newfoundland Sport Centre is currently operating the facility. This project was a huge success and it was well used during the Games for Track & Field competitions and soccer. It is truly a legacy piece of infrastructure that will long serve the community and promote the growth of amateur level sport in the region and promote health and wellness opportunities for residents. <i>2025/10/30</i>	2025/04/30	<b>100%</b>	Facility Engineering Plan
→ <b>Complete detailed design for Re-imagine Churchill Square Project</b>	Update to Council: 90 percent into detail design. Near completion. <i>2026/03/12</i>	2023/12/31	<b>90%</b>	Transportation Engineering Plan
→ <b>Construction of the H.G.R. Mews Centre Replacement</b>	Update to Council: The new H.G.R. Mews Community Centre is now complete. Substantial Completion was issued in May 2025, and the facility is now owned and operated by the City. <i>2025/06/12</i>	2023/11/30	<b>100%</b>	Facility Engineering Plan
→ <b>Design and construct new Accessible Washrooms for Chafe's Lane Park</b>	Update to Council: Work is continuing and anticipated to be completed in the coming weeks, with some landscaping remaining until Spring. <i>2026/03/11</i>	2025/12/19	<b>85%</b>	Facility Engineering Plan
→ <b>Design and construct new Accessible Washrooms for Kellys Brook Park</b>	Update to Council: Work is continuing. Winter weather has caused impacts to completion timeline. Occupancy is expected in Spring 2026, when asphalt is completed to provide access to the building. <i>2026/03/11</i>	2025/12/19	<b>65%</b>	Facility Engineering Plan

Goal	Council Update	Due Date	Current Completion	Plan
→ Design New Goulds Fire Station	Update to Council: Detailed design is completed and project will go to tender in the coming weeks based on final staff reviews. <i>2026/02/10</i>	2025/12/19	100%	Facility Engineering Plan
→ Develop a Downtown Pedestrian Mall Long-Term Plan	Update to Council: Staff will bring recommendations to council in Q1 2026. <i>2026/03/12</i>	2025/12/31	75%	Tourism, Culture & Business Growth Plan
→ Develop an Anti-Racism workplan in collaboration with the Anti-Racism Working Group	Update to Council: The work plan was approved by Council on December 2, 2025. <i>2025/12/17</i>	2025/03/31	100%	Healthy City and Inclusion Plan Healthy City Strategy Plan Building Safer Communities Strategy Plan
→ Develop and launch the City-owned land disposition for the Housing Accelerator Fund Initiative	Update to Council: Staff are finalizing the Request for Proposals and expected to release by end of Q1, 2026. <i>2026/03/12</i>	2025/12/31	53%	Non-Profit Housing Plan

Goal	Council Update	Due Date	Current Completion	Plan
<p>→ <b>Partner with Food First NL to host a community gardener forum</b></p>	<p>Update to Council: The Gardeners Gathering took place on May 27, 2025, at the Paul Reynolds Community Centre and Garden, with approximately 125-150 people attending. The City of St. John's hosted three booths on the topics of "Ask the Arborist" (Municipal Arborist), Composting (Waste Management) and City programs and information (Healthy City and Inclusion). Food First NL offered information and a hands-on paper pot making activity and a community garden mapping station. Other booths were facilitated by the Food Producers Forum with author Dan Rubin; NL Public Libraries who showcased gardening materials; NL Health Services dietician with Wellness Coalition-Avalon East; Trees Canada who offered planting and care advice; and the Newfoundland Horticultural Society who showcased upcoming events. There were activities such as a seed swap, a Flower Fling Creation Station, and a chance to try accessible garden tools while touring the community garden.</p> <p><i>2025/06/16</i></p>	2024/10/31	100%	<p>Healthy City and Inclusion Plan Healthy City Strategy Plan</p>
<p>→ <b>Roll out social marketing strategy to address Not in My Backyard (NIMBY)</b></p>	<p>Update to Council: This initiative has been closed, as a social media strategy related to NIMBY is no longer planned. Staff are evaluating on an ongoing basis and will address any needs on a project by project basis.</p> <p><i>2026/03/12</i></p>	N/A		<p>Non-Profit Housing Plan</p>
<p>→ <b>Work with community partners to establish a community garden at the new H.G.R. Mews Community Centre</b></p>	<p>Update to Council: Plans are underway to open the garden in Spring 2026. This was delayed as the community centre did not open until September 2025.</p> <p><i>2026/03/02</i></p>	2025/07/31	65%	<p>Healthy City and Inclusion Plan Healthy City Strategy Plan Climate Plan</p>

Goal	Council Update	Due Date	Current Completion	Plan
<p>→ <b>Work with First Light on the Community Action Plan (items pertaining to City)</b></p>	<p>Update to Council: Planning is underway to determine specific actions for 2026. First Light and City staff continue to participate in the Joint Coordinating Committee on Indigenous Rights, working towards identifying initiatives to advance the 2023 Community Action Plan and the Calls for Change that are within the City's jurisdiction.</p> <p><i>2026/03/18</i></p>	2026/12/31	20%	<p>Office of the City Manager Plan</p> <p>Healthy City Strategy Plan</p> <p>Building Safer Communities Strategy Plan</p>
<p><b>Increase and improve opportunities for residents to connect with each other and the City</b></p>		2029/12/31	98%	
<p>→ <b>Identify and host civic engagement events for 18-30 years olds that advance other City priorities</b></p>	<p>Update to Council: Lead staff worked with the Youth Engagement Working Group and other City staff to host a sustainability focused event on June 26. Two pop up events took place in Dec as part of the Youth Engagement Strategy refresh process. Further events will be planned for 2026 as engagement for the strategy continues.</p> <p><i>2025/12/15</i></p>	2025/12/05	100%	Organizational Performance & Strategy Plan
<p>→ <b>Improve access to information related to City programs and activities</b></p>	<p>Update to Council: Work has been completed to update website content, with final changes to be implemented as part of the new website launching in 2026. Changes helped with organization and noted areas for future updates and development.</p> <p><i>2025/10/29</i></p>	2025/03/31	100%	Corporate Communications Plan
<p>→ <b>Refresh existing or develop new Youth Engagement Strategy</b></p>	<p>Update to Council: Public survey and jurisdictional scan complete and presented to Youth Engagement Working Group Jan. 26. Three focus group completed including organizations providing youth services/hard to reach youth. Internal consultation complete. Pop up events at MUN and another potential location are being planned for March/April. Project is progressing as time allows and an update on completion date will be determined once the new staff person is in place.</p> <p><i>2026/03/12</i></p>	2026/06/30	74%	Organizational Performance & Strategy Plan

## AN EFFECTIVE CITY

Goal	Council Update	Due Date	Current Completion	Plan
<b>Achieve service excellence through collaboration, innovation and modernization grounded in client needs</b>		2029/12/31	92%	
→ <b>Advance online digital services</b>	Update to Council: Work continues on advancing AI use within the City and that initiative has been moved for its own reporting for 2026. Some preliminary work was completed in 2025 to get a small group of staff trying co-pilot within the Microsoft suite. Plans for digital work initiatives going forward will track activities that are advancing digital service delivery such as e-permits, e-forms, etc and are being reporting project by project. <i>2026/03/13</i>	2029/12/31	100%	Corporate Information Services Plan Service Excellence Framework Plan
→ <b>Implement E-Permitting for building, electrical and plumbing permits</b>	Update to Council: Implementation expected by June 2026. <i>2026/03/10</i>	2025/12/31	60%	Regulatory Services Plan Service Excellence Framework Plan
→ <b>Review and modify Inspection Services website page to better reflect process</b>	Update to Council: Work still ongoing but has slowed as staff waiting on consultation of revised website design. Expected completion is June 2026. <i>2026/03/13</i>	2024/12/31	30%	Regulatory Services Plan Service Excellence Framework Plan
→ <b>Source &amp; Implement Citizen Request Management (CRM) System for 311</b>	Update to Council: System went live in April 2025. <i>2025/06/11</i>	2023/12/31	100%	Corporate Information Services Plan Service Excellence Framework Plan
→ <b>Transition to a new online engagement platform</b>	Update to Council: New and improved <a href="https://engagestjohns.ca">EngageStJohns.ca</a> site was launched June 2. New features include project mapping tools, search by location, notifications based on changes to the page. <i>2025/06/03</i>	2025/06/30	100%	Organizational Performance & Strategy Plan

Goal	Council Update	Due Date	Current Completion	Plan
<p>Update language used in procurement processes to ensure accessibility is considered in purchasing goods and services</p>	<p>Update to Council: A review of the Provincial (NL) process is underway expected to be completed in the second quarter of 2026. City staff participated in the Accessible and Inclusive Procurement Project; facilitated by Inclusive Design for Employment Access (IDEA) Lab, Employment and Social Development Canada (ESDC) and Public Services and Procurement Canada (PSPC). The purpose is to explore practical ways to embed disability inclusion in every stage of the procurement process and build confidence among buyers and suppliers to adopt inclusive practices while maintaining compliance with procurement frameworks.</p> <p>2026/03/18</p>	<p>2024/12/31</p>	<p>70%</p>	<p>Supply Chain Plan Accessibility Plan</p>
<p>Working with Service Excellence Working Group establish best practices for service standards</p>	<p>Update to Council: Project is proceeding with internal survey and jurisdictional scan complete. Feedback was shared with the Service Excellence Working Group on Oct. 31, 2025 and a follow up meeting in early January reviewed next steps. The focus for 2026 is on:</p> <ul style="list-style-type: none"> <li>• Research and draft basic internal communication best practice for tools such as email, teams, etc. How can people use them effectively to manage information.</li> <li>• Work with Communications and HR to develop an internal communications “framework”/best practice for use of email, Webex, other tools to establish internal communications standards</li> <li>• Teach people how to effectively use the tools to manage their internal communications activities</li> <li>• Review current service standards and data available in Verint</li> </ul> <p>2026/03/12</p>	<p>2025/11/03</p>	<p>71%</p>	<p>Organizational Performance &amp; Strategy Plan Service Excellence Framework Plan</p>
<p>Ensure accountability and good governance through transparent and open decision making</p>		<p>2029/12/31</p>	<p>95%</p>	<p>76</p>

Goal	Council Update	Due Date	Current Completion	Plan
<ul style="list-style-type: none"> <li>→ <b>Implement vendor performance module for bids and tenders software</b></li> </ul>	<p>Update to Council: Due to staffing changes, roll out of process and software training to all staff has been delayed; Engineering is only group trained to date. Expected completion is end of Q2 2026.</p> <p><i>2026/03/11</i></p>	2021/05/28	99%	Supply Chain Plan
<p><b>Work with our employees to improve organizational performance through effective processes and policies</b></p>		2029/12/31	94%	
<ul style="list-style-type: none"> <li>→ <b>2023 Employee engagement survey</b></li> </ul>	<p>Update to Council: The survey is complete. HR is working with departments on communicating results to their teams and gaining feedback to inform action items.</p> <p><i>2025/06/11</i></p>	2023/12/31	100%	Human Resources Plan
<ul style="list-style-type: none"> <li>→ <b>Advance affordable housing development policies</b></li> </ul>	<p>Update to Council: Through the work of the Affordable Housing Strategy, internal consultations and other initiatives such as the Housing Accelerator Fund, specific policies related to affordable housing development are being created. While it was initially thought there may be one overarching policy to guide this work, it has been determined that multiple policies are required to address the various initiatives that have started since the launch of the Affordable Housing Strategy.</p> <p><i>2025/10/30</i></p>	2022/12/31	100%	Non-Profit Housing Plan
<ul style="list-style-type: none"> <li>→ <b>Create a Civic Housing Action Fund policy</b></li> </ul>	<p>Update to Council: Housing staff are currently in discussion with the policy analyst and Legal to complete this work.</p> <p><i>2026/03/17</i></p>	2026/02/27	20%	Non-Profit Housing Plan

Goal	Council Update	Due Date	Current Completion	Plan
<p>→ Create a continuous improvement (CI) culture through ongoing training &amp; development</p>	<p>Update to Council: Since the last update, the total number of staff who have completed an introductory level course in Continuous Improvement is 99%. All new staff who join the City, and have access to email, are assigned CI 101 upon hire through Reach 360 and managers are provided additional training. 99% of all managers have also received additional training on CI tools. Green belt training took place in May/June 2025 and six City staff participated; new projects are now underway and noted in the CI report. Process health/indicator training took place for Dec. 2025 and departmental dashboards to highlight CI successes were shared with senior staff in July/Aug. A CI Community of Practice meeting took place in Dec. as well. For 2026, yellow belt certification is planned.</p> <p>2026/03/17</p>	2026/12/31	95%	<p>Organizational Performance &amp; Strategy Plan</p> <p>Service Excellence Framework Plan</p>
<p>→ Develop an Accessibility Accommodations Policy</p>	<p>Update to Council: The Accessibility Accommodation Policy and Procedures have been drafted. Consultation with internal divisions is ongoing to ensure the procedures reflect the accommodations that the City provides.</p> <p>2026/03/18</p>	2026/12/31	75%	<p>Healthy City and Inclusion Plan</p> <p>Office of the City Clerk Plan</p> <p>Accessibility Plan</p>
<p>→ Develop and roll out a promotional Modular Program for Lieutenants and Captains in SJRFD</p>	<p>Update to Council: The Officer Leadership program was rolled out to staff on January 20, 2026 through Reach360. As per Article 18:02 (g), those eligible for promotion will be required to complete the program to be placed on the promotional roster.</p> <p>2026/02/12</p>	2025/12/31	100%	<p>Operations and Fire Prevention (SJRFD) Plan</p>
<p>→ Develop human resources management orientation</p>	<p>Update to Council: This is complete and rolled out to management staff in early 2026.</p> <p>2026/03/18</p>	2024/11/29	100%	<p>Human Resources Plan</p>

Goal	Council Update	Due Date	Current Completion	Plan
<p>→ <b>Develop policies, procedures &amp; service standards to enhance Regulatory Services processes</b></p>	<p>Update to Council: 72 standard operating procedures have been completed since 2019 and 8 more are planned for 2026 ( 5 in Inspection Services and 3 in Parking Enforcement). Work continues on the development of improved documentation for compliance of Inspection Services Safe Work Practices and this is expected to be complete in Quarter 1.</p> <p><i>2026/03/12</i></p>	2025/12/31	99%	Regulatory Services Plan
<p>→ <b>Enhance the Information Management/Information Protection culture at the City</b></p>	<p>Update to Council: In 2025 the Archives &amp; Records Management (ARM) Division enhanced the Records Information Management (RIM) culture at the corporate level within the City by addressing the following:</p> <ul style="list-style-type: none"> <li>• Delivered an awareness presentation for 100+ managers at the annual in-person meeting in June</li> <li>• Established Information Management as a component of the Information/Decision note process</li> <li>• Obtaining Council approval of the new Retention and Disposition schedule</li> <li>• Completing the RIM Governance framework</li> <li>• Completing the RIM Program Plan (COW meeting in Feb. 17 2026)</li> <li>• Enhancing the corporate RIM intranet content</li> <li>• Assuming ownership of the Records Safeguard Plan stemming from the Privacy Management Audit (Council meeting Feb. 24 2026)</li> </ul> <p><i>2026/03/10</i></p>	2025/12/31	100%	Archives & Records Management Plan

Goal	Council Update	Due Date	Current Completion	Plan
<p>→ <b>Establish an Enterprise Risk Management (ERM) Framework</b></p>	<p><b>Update to Council:</b></p> <ul style="list-style-type: none"> <li>Public Works: Completed in 2023. Risk Registers were completed for Roads/Fleet/City Buildings; Water/Wastewater; Parks/Open Spaces.</li> <li>Community Services: Completed in 2024. Risk Registers were completed for Citizen Services; Humane Services; Housing; Recreation; Tourism, Culture, &amp; Business Growth.</li> <li>PERS: Completed in 2025. Risk Registers were created for each of the respective divisions: Planning, Development (Engineering), Engineering and Regulatory Services.</li> <li>Finance and Corporate Services is scheduled for 2026. The Risk Register development process has begun for the Financial Services, Budget and Treasury and Revenue Accounting divisions. These three divisions were combined for development purposes. The process has also begun within the Organizational Performance and Strategy division. The Risk Register development process will commence in the remaining divisions within Finance and Corporate Services shortly.</li> <li>City Clerk &amp; Solicitor &amp; Manager is scheduled for 2027.</li> </ul> <p><i>2026/03/13</i></p>	<p>2027/12/31</p>	<p>83%</p>	<p>Legal Services Plan</p>
<p>→ <b>Establish Business Drivers for Electronic Content Management System (ECMS) Tool evaluation</b></p>	<p><b>Update to Council:</b></p> <ul style="list-style-type: none"> <li>RFI issued in November and 5 vendors submitted responses</li> <li>Decision made in January 2026 to not move forward with ECMS funding for 2026</li> <li>Archives &amp; Records Management (ARM) Division pivoting to adjust 2026 work plan and prepare additional information for 2027 budget submission.</li> </ul> <p><i>2026/03/17</i></p>	<p>2025/10/31</p>	<p>100%</p>	<p>Archives &amp; Records Management Plan</p>

Goal	Council Update	Due Date	Current Completion	Plan
→ Establish Records and Information Management Program	Update to Council: Information Note was presented to Committee of the Whole on Feb 17, 2026 <i>2026/03/18</i>	2025/06/30	100%	Office of the City Clerk Plan Archives & Records Management Plan
→ Explore best practice in organizational performance and make recommendations to enhance the City's framework	Update to Council: Staff continue to identify best practice and make recommendations that align with the City's goals and values. Following the first phase of the strategic plan review in Aug/Sept. 2025, recommendations to move towards integrated planning were made. Staff organized two sessions with a cross section of plan owners in Jan. 2026. A workshop with Council to review the Strategic plan took place Feb. 13. No further changes are anticipated at this time. <i>2026/02/23</i>	2025/07/11	100%	Organizational Performance & Strategy Plan
→ Explore opportunities to create efficiencies in the parking fine contesting process, within the City's scope of authority	Update to Council: Completed. New program to begin in 2026 <i>2026/02/11</i>	2025/12/31	100%	Regulatory Services Plan
→ Explore opportunities to have pre-approved house plans for contractors to decrease processing times	Update to Council: Review completed. Discussed with stakeholders. There would be a benefit in some circumstances, but they have seen a shift in the market where more homes are custom built., not many repeated spec. homes. We will start with Canada Mortgage & Housing Corporation (CMHC) plans and add private contractors on an add-needed basis. <i>2026/02/11</i>	2025/12/31	100%	Regulatory Services Plan
→ Explore P-card solution for purchases and identify recommendations	Update to Council: The RBC corporate card program does not provide the necessary features to administer a p-card program. Implementing p-cards would involve acquiring and supporting a dedicated application, which is not under consideration at this time.  <i>2026/03/11</i>	2024/12/31	100%	Financial Services Plan

Goal	Council Update	Due Date	Current Completion	Plan
<p>→ Implement actions arising from the 2025 Employee Engagement Survey</p>	<p>Update to Council: Infographics have been made available to employees and City Manager presented an overview of the corporate survey results at the Management Forum in December, 2025. Human Resources will continue to work with senior staff on action plans for their departments based on their specific needs.</p> <p>2026/03/12</p>	2026/12/31	10%	Human Resources Plan
<p>→ Implement actions to enhance the corporate safety and wellness culture</p>	<p>Update to Council: The City has adopted a 15-element Occupational Health &amp; Safety (OHS) program and is working to incorporate all elements into the existing program/policy with a completion goal of April 30, 2026. HR is delivering non-violent De-escalation Training to at risk staff. OHS have partnered with NL Health Services for in-person psychological safety training. Mental Health101 will be scheduled for 2026. More learning opportunities will be explored. A Psychological Safety Working Committee has been established and meets monthly.</p> <p>2026/03/13</p>	2027/12/31	52%	Human Resources Plan Building Safer Communities Strategy Plan Healthy City and Inclusion Plan
<p>→ Implement an inventory system for SJRFD mechanical services</p>	<p>Update to Council: The inventory system has been set up, but will continue to be improved over time. Was delayed due to audit.</p> <p>2026/03/13</p>	2023/09/30	80%	Mechanical Services (SJRFD) Plan
<p>→ Implement bid evaluation software</p>	<p>Update to Council: The vendor has completed internal testing of the module with input from the City. The vendor has released the new product within the past few weeks. The City aims to test the newly released product in Q2 2026.</p> <p>2026/03/11</p>	2021/12/31	43%	Supply Chain Plan
<p>→ Investigate using Artificial Intelligence in Inventory Management</p>	<p>Update to Council: Review required by new manager of previous demonstration and other potential providers in the second quarter of 2026.</p> <p>2026/03/11</p>	2025/06/30	15%	Supply Chain Plan

Goal	Council Update	Due Date	Current Completion	Plan
<p>→Occupational Health and Safety Program Policy Development</p>	<p>Update to Council: A 15-element program is now being adopted by the City and the additional elements are all in the development stage and will be incorporated into the existing program. The goal for completion is April 30, 2026.</p> <p><i>2026/03/12</i></p>	<p>2021/12/31</p>	<p>95%</p>	<p>Human Resources Plan</p>
<p>→Participate in the National Emergency Capability Standard Project to identify gaps in resources and capabilities.</p>	<p>Update to Council: The project has concluded and a summary power point has been provided to the City on the project. Both the City's Emergency and Continuity Advisory Group and Emergency Coordination Committee (ECC) reviewed the results of the Ready 2 Respond report. The findings are summarized as follows:</p> <ul style="list-style-type: none"> <li>• The results indicate that the City has the required core capabilities to respond to a disaster</li> <li>• Gaps – several gaps when mapped to the City risk assessment can be considered worthy of further investigation; <ul style="list-style-type: none"> <li>◦ Evacuation routes - consultation has begun internally and with the province</li> <li>◦ Critical infrastructure assurance - project beginning January 2026</li> <li>◦ Comprehensive training and development - first step is to inventory ECC team training</li> <li>◦ Ex-ante response funding - the City has had success in gaining funding for disaster research with Federation of Canadian Municipalities.</li> </ul> </li> </ul> <p><i>2025/10/27</i></p>	<p>2025/04/01</p>	<p>100%</p>	<p>Emergency and Business Preparedness (SJRFD) Plan Climate Plan</p>
<p>→Review and enhance employee orientation</p>	<p>Update to Council: All existing orientation material has been reviewed. Work is being done on developing content for an online orientation module for new employees. Orientation for Public Works and Fire Dept continues to be delivered in person.</p> <p><i>2026/03/13</i></p>	<p>2024/06/28</p>	<p>70%</p>	<p>Human Resources Plan</p>

Goal	Council Update	Due Date	Current Completion	Plan
→ Review and update Residential Property Standards By-law	Update to Council: This was approved by Council on December 2, 2025. <i>2026/03/18</i>	2020/01/01	100%	Legal Services Plan
→ Review and update the Commercial Property Tax By-law	Update to Council: On June 3, 2025 Council voted to adopt amendments to the Commercial Property Tax and Vacancy Relief By-Law. It has been sent to the Gazette for publishing and once published will be legally in force. <i>2025/06/12</i>	2022/12/31	100%	Legal Services Plan
→ Review the municipal prosecution diversion program and make recommendations for improvements	Update to Council: Data has been compiled and has been through a preliminary review. Staff are now working in consultation with Regulatory Services. Next step will be to compile a report. <i>2026/03/12</i>	2025/12/31	80%	Legal Services Plan
→ Undertake Continuous Improvement Projects	Update to Council: 12 projects completed in 2025. Five completed since last update, one cancelled and ten are ongoing. <i>2026/03/17</i>	2026/12/31	89%	Organizational Performance & Strategy Plan Service Excellence Framework Plan
→ Undertake cultural indigenous awareness training within the Legal Department	Update to Council: All Legal Department staff have completed the Indigenous Cultural Awareness Training. <i>2025/10/22</i>	2025/05/31	100%	Legal Services Plan Healthy City Strategy Plan Building Safer Communities Strategy Plan
→ Update Archival Guide to Holdings	Update to Council: Final document has been reviewed and signed-off. <i>2026/03/19</i>	2025/12/31	100%	Archives & Records Management Plan
→ Update City's Records Retention and Disposition Schedule	Update to Council: The City's Records Retention and Disposition Schedule was approved by Council on June 24, 2025 <i>2025/10/24</i>	2025/02/28	100%	Office of the City Clerk Plan Archives & Records Management Plan

● Draft 
 ● Not started 
 ● Behind 
 ● On Track 
 ● Overdue 
 ● Complete 
 → Direct Alignment 
 ---→ Indirect Alignment

### GOAL

Goal	Progress Update	Current Completion
<b>Undertake Continuous Improvement Projects</b>	Progress: 12 projects completed in 2025. Five completed since last update, once cancelled and ten are ongoing. <i>2026/03/17</i>	<b>89%</b>
→ <b>Streamline recreation facility access procedures</b>	Progress: Staff working on the original project have new duties and are no longer responsible for sports fields. The project will now focus on streamlining facility access procedures for recreation facilities. A new project scope has been defined, project team identified, and project lead is gathering necessary information from other City divisions. <i>2026/03/17</i>	<b>30%</b>
→ <b>Analyze and streamline Fleet division communication methods</b>	Progress: Opportunities to streamline Fleet communication channels have been identified, implemented and communicated to staff. Preparation of final CI report remaining. <i>2026/03/12</i>	<b>90%</b>
→ <b>Review and streamline process for third party service calls</b>	Progress: The pilot training was completed and staff are reviewing feedback and making modifications. Expected roll out to staff is Quarter 2. <i>2026/03/10</i>	<b>95%</b>
→ <b>Reorganize Economic Development &amp; Partnerships network drive using 5S</b>	Progress: Project is progressing and leads have met with other staff to review outstanding item. Staff have completed the naming of the new file structure and are working on transferring files to the new folder structure. Project is expected to be completed by end of March 2026. <i>2026/03/12</i>	<b>90%</b>
→ <b>Implement standardized naming convention for cheque requisitions</b>	Progress: A standardized naming convention for Accounts Payable documents has streamlined processing and ensures consistency in the information recorded. The new process has reduced rework and reduced inquiries from clients regarding payments by over 98%. <i>2026/03/13</i>	<b>100%</b>

Goal	Progress Update	Current Completion
→Review and enhance communication of pool policy and rules for birthday party bookings	<p>Progress: Installation of the new backdrop for pool parties has been completed at Paul Reynolds Community Centre. Lead staff are collecting post-implementation data and completing final project documentation.</p> <p>2026/03/18</p>	90%
→Undertake review and establish a standard for internal staff movements	<p>Progress: A solution has been identified and developed to improve the information collection needed for all phases and tracking of work flow. It has been demonstrated to the project team and once a few tweaks are made will be able to go into pilot testing mode.</p> <p>2026/03/10</p>	65%
→Clarify process for lease of equipment	<p>Progress: Following internal consultation, a documented process has been established related to the City's leasing of equipment, roles and responsibilities clarified, and the process has been streamlined by aligning solicitation documents and agreements.</p> <p>2026/03/13</p>	100%
→Standardize calibration process of electronic salt spreaders	<p>Progress: A standardized, step-by-step calibration and verification process has been implemented and ArcGIS Survey 123 has been deployed to guide staff through the process and capture electronic records. The new process resulted in approximately 20% reduction in average calibration time per truck, improved consistency of calibration outcomes across different truck types, reduced variability by increasing calibration test weight, and resulted in fewer calibration-related interruptions.</p> <p>2026/03/17</p>	100%
→Standardize medical supply bags inventory for SJRFD	<p>Progress: The current state has been documented and discussions are taking place to determine which improvements to implement in the future state.</p> <p>2026/03/10</p>	50%
→Standardize evaluation process for high-angle training	<p>Progress: Developed an ongoing evaluation survey/process looking at the collection of feedback for high angle rescue training. The results of the evaluation were very positive providing insights into the course delivery method and timelines. This classic Voice of Customer exercise recognizes the importance of getting feedback from the end users and modifying the content of the training to best meet client needs while ensuring safety and integrity of the training.</p> <p>2026/01/12</p>	100%
→Improve process of information sharing between Inspection Services and Facilities Engineering related to City infrastructure projects.	<p>Progress: These two teams came up with a standard method to keep project engineers up to date on the status of inspections requested by contractors for these city-lead projects. An average project could require up to 50 or more inspection requests and ensuring the project lead is aware and up to date on these requests and their status improves overall communication while enhancing project management overall. By making these changes, the process is improved by 98% and saves staff time going back and forth looking for information by 19.2 hours a year on average.</p> <p>2026/01/12</p>	100%

Goal	Progress Update	Current Completion
<p>→ <b>Streamline recreation facility call-in procedure</b></p>	<p>Progress: Project has moved to documentation of future state which is expected to finish up mid-March. There are some quick wins the team will identify and test before the end of March.</p> <p><i>2026/03/10</i></p>	<p>35%</p>
<p>→ <b>Improve land use mapping and tracking of City-owned land</b></p>	<p>Progress: Project has moved into pilot mode with improvements. A templated spreadsheet has been established and forms are being updated to improve the process.</p> <p><i>2026/03/10</i></p>	<p>60%</p>
<p>→ <b>Standardize Recreation division data collection</b></p>	<p>Progress: The planning phase for this CI project was completed between October to December, 2025. Utilizing several Lean methods, the project team was able to identify a number of improvements. The pilot phase ran from January to February, 2026 and analysis is ongoing.</p> <p><i>2026/03/12</i></p>	<p>50%</p>
<p>→ <b>Streamline waste compliance documentation process</b></p>	<p>Progress: Due to change in resources, this project will not move forward at this time.</p> <p><i>2026/03/12</i></p>	<p></p>

48  
GOALS

CITY OF ST. JOHN'S PLAN

A SUSTAINABLE CITY

Goal	Plan
Plan for land use and preserve and enhance the natural and built environment where we live	
→ Develop neighbourhood plan for Goulds	Planning Plan
→ Consider amending the Heritage Financial Incentives Program to include a new grant for municipally designated Heritage Buildings	Heritage Strategic Plan
→ Consider amending the Heritage Financial Incentives Program eligible work to include renovations on all facades of a building and the building's foundation	Heritage Strategic Plan
→ Design Long Pond Flood Control Structure	Engineering Plan
→ Upgrade Storm Sewer - Barrow's Road	Construction Engineering Plan Climate Plan
→ Complete Critical Infrastructure Climate Risk Assessment and Prioritization	Sustainability Plan
→ Complete a new Urban Forest Master Plan	Sustainability Plan

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

Goal	Plan
→Advantage St. John's to Attend 15 conferences/trade shows to showcase the St. John's region brand and identify investment attraction opportunities	Office of the City Manager Plan
→Advantage St. John's to complete an investment attraction toolkit	Office of the City Manager Plan
→Advantage St. John's to identify 50 new companies interested in investing into the St. John's region	Office of the City Manager Plan
→Advantage St. John's staff will undergo investment attraction training to enhance skills	Office of the City Manager Plan
→Advantage St. John's to conduct an investment readiness review of the municipalities in the St. John's region	Office of the City Manager Plan

## A CITY THAT MOVES

Goal	Plan
<b>Create a sustainable and accessible, low-carbon public transportation system</b>	
→ <b>Increase frequency of routes 9, 11, 14, 18 and 23 from 60 to 30 minutes during weekdays</b>	Metrobus Plan
→ <b>Increase frequency of route 14 from 60 to 30 minutes during weekday peak periods</b>	Metrobus Plan
→ <b>Review and update Metrobus Strategic Plan</b>	Metrobus Plan
→ <b>Consolidate Route 3 from 3A/3B</b>	Metrobus Plan
→ <b>Expand Route 23 weekday service</b>	Metrobus Plan
<b>Improve safety for all users on a well-maintained street network</b>	
→ <b>Review Paid Parking Management Strategy</b>	Regulatory Services Plan
→ <b>Complete Collision Report 2026</b>	Transportation Engineering Plan
→ <b>Review Traffic Calming Policy</b>	Transportation Engineering Plan
→ <b>Complete a study of Brier and Columbus/Old Pennywell/New Pennywell intersection</b>	Transportation Engineering Plan
→ <b>Concept development and signal design for the Garrison Hill/Military Road intersection</b>	Transportation Engineering Plan
→ <b>Complete study of Waterford Bridge Road Classification</b>	Transportation Engineering Plan
→ <b>Study and design of the Goldstone St. corridor, including upgrades to traffic control at the Pippy Place and Goldstone Street intersection</b>	Transportation Engineering Plan
<b>Expand and maintain a safe and accessible active transportation network</b>	
→ <b>Review and update the Bike Master Plan</b>	Transportation Engineering Plan
→ <b>Partner with Government of NL for legislative revision of Highway Traffic Act</b>	Transportation Engineering Plan
→ <b>Design Shared Use Path for Anderson Avenue and Whiteway Street gaps</b>	Transportation Engineering Plan

**Goal**

**Plan**

↳ **Improve Kelsey Drive & Thorburn Road/Goldstone Street Intersection**

Construction Engineering Plan

Transportation Engineering Plan

Healthy City Strategy Plan

Accessibility Plan

Building Safer Communities Strategy Plan

Climate Plan

A CONNECTED CITY

Goal	Plan
<p>Increase and improve opportunities for residents to connect with each other and the City</p>	
<p>→Undertake a plan to better understand behaviours and interests of Grade 7-12 students as it relates to City recreation programs and services</p>	<p>Community Programs &amp; Services Plan</p>
<p>→Develop a framework for the promotion and marketing of recreation opportunities and events</p>	<p>Corporate Communications Plan Recreation Plan</p>
<p>Develop and deliver programs, services and public spaces that build safe, healthy and vibrant communities</p>	
<p>→Develop the 2027-2029 Accessibility Plan</p>	<p>Healthy City and Inclusion Plan</p>
<p>→Implement recommendations from anti racism plan</p>	<p>Healthy City and Inclusion Plan</p>
<p>→Develop Facility Access Guides for Recreation facilities</p>	<p>Healthy City and Inclusion Plan</p>
<p>→Review and redesign Neighbourhood Watch Program</p>	<p>Healthy City and Inclusion Plan</p>
<p>→Construct Goulds Fire Station</p>	<p>Facility Engineering Plan</p>
<p>→Design and construct new Accessible Washrooms for Rotary Park</p>	<p>Facility Engineering Plan</p>

## AN EFFECTIVE CITY

Goal	Plan
<p>Work with our employees to improve organizational performance through effective processes and policies</p>	
<p>→Develop and implement Corporate Accessibility and Inclusion orientation</p>	<p>Healthy City and Inclusion Plan</p>
<p>→Review and update public engagement policy, processes, training and framework</p>	<p>Organizational Performance &amp; Strategy Plan</p>
<p>→Undertake Staff Training and Learning Survey and develop recommendations to improve learning access and experience</p>	<p>Organizational Performance &amp; Strategy Plan</p>
<p>→Develop an Equity Lens to inform municipal decision and policy making</p>	<p>Office of the City Clerk Plan</p>
<p>→Initiate parking ticket contesting process</p>	<p>Regulatory Services Plan</p>
<p>Ensure accountability and good governance through transparent and open decision making</p>	
<p>→Develop and finalize Election Reform Report</p>	<p>Office of the City Clerk Plan</p>
<p>Achieve service excellence through collaboration, innovation and modernization grounded in client needs</p>	
<p>→Plan for and implement the 2026 Resident Satisfaction Survey</p>	<p>Service Excellence Framework Plan Organizational Performance &amp; Strategy Plan</p>
<p>→Investigate AI potential uses</p>	<p>Corporate Information Services Plan</p>
<p>→Conduct Information Management (IM) &amp; Forms Workflow Review and Implement First Phase of Digital Forms</p>	<p>Archives &amp; Records Management Plan</p>
<p>→Implement a public notification system for emergencies and other important updates</p>	<p>Corporate Communications Plan</p>
<p>→Redevelop and improve access to information through a new City website</p>	<p>Corporate Communications Plan</p>
<p>→Implement an online system to allow for more efficient management of recreation services and data collection</p>	<p>Recreation Plan</p>

## Decision Note

**Title:** Bulrush Avenue Play Space Proposal

**Date Prepared:** March 18, 2026

**Report To:** Regular Meeting of Council

**Councillor and Role:** Councillor Donnie Earle

**Ward:** Ward 5

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### Decision/Direction Required:

Develop a play space at #21 Bulrush Avenue.

### Discussion – Background and Current Status:

The Diamond Marsh subdivision commenced development in 2014, and since that time approximately 180 homes have been constructed, many of which are occupied by young families. Currently, there are no dedicated play spaces within the neighbourhood. The nearest facility is a 920 sq. m. tot lot located at 207 Green Acre Drive, constructed in 2005, with a service radius of 200 m. This tot lot is approximately 420 m. from the centre of the Diamond Marsh subdivision and is insufficient to meet the needs of the growing community.

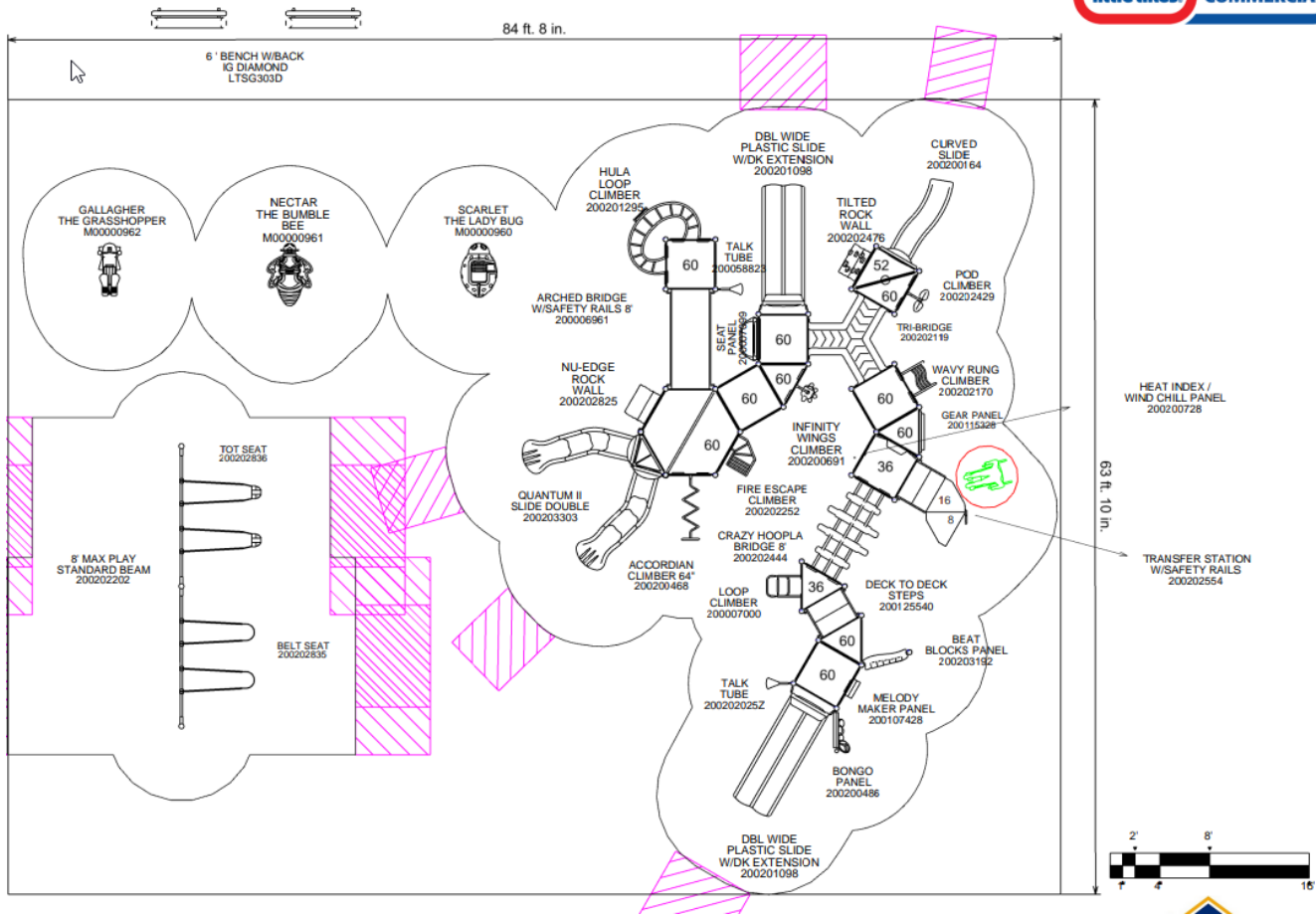
To address this deficiency, a larger parcel of land measuring approximately 2,100 sq. m. has been deeded to the City of St. John's at 21 Bulrush Avenue for the development of a new play space.

Preliminary design and project costs have been developed for a play space that includes:

- Multi-structure with climbing and sliding amenities suitable for ages 5-12 years
- 2 x 2 Bay swing set with adult and tot swings (2 of each)
- 3 Spring toys
- 2 Benches located near the play space
- Pea stone protective surface within the play space
- Consideration for a trail link for the adjoining wetland should the land be transferred to City of St. John's ownership at a future date



Playground Site



**Key Considerations/Implications:**

1. Budget/Financial Implications: Design, supply and install cost is approximately \$300,000. The cost can be covered through the Open Space Reserve, established for this type of open space development.
2. Partners or Interested Parties: NA
3. Is this a New Plan, Master Plan, Strategy, Report, or Framework: Yes

The establishment of the play space is consistent with the Open Space Master Plan

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

4. Alignment with Strategic Directions:

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

5. Alignment with Adopted Plans: Open Space Master Plan

6. Accessibility and Inclusion: Services children up to age 12

7. Legal or Policy Implications: NA

8. Privacy Implications: NA

9. Engagement and Communications Considerations: NA

10. Human Resource Implications: NA

11. Procurement Implications: Finance and Corporate Services, Supply Chain Division

12. Information Technology Implications: NA

13. Information Management Implications: NA

14. Other Implications: NA

**Recommendation:**

That Council consider approval of approximately \$300,000 for the supply and installation of the play space equipment at #21 Bulrush Avenue from resources within the Open Space Reserve.

**Prepared by: Brian Head, Manager (Act.) Parks and Open Spaces Division**

**Approved by: Lynnann Winsor, Deputy City Manager Public Works**

## Report Approval Details

Document Title:	Bulrush Avenue Play Space Proposal.docx
Attachments:	
Final Approval Date:	Mar 19, 2026

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

**Edmundo Fausto - Mar 19, 2026 - 3:11 PM**

**Lynnann Winsor - Mar 19, 2026 - 3:13 PM**

## Decision Note

**Title:** Commemorative Program Fee Adjustment

**Date Prepared:** March 24, 2026

**Report To:** Committee of the Whole

**Councillor and Role:** Councillor Greg Noseworthy, Public Works

**Ward:** N/A

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**Decision/Direction Required:**

Commemorative Program fee adjustments.

**Discussion – Background and Current Status:**

The Commemorative Tree and Bench Program in St. John's allows residents to honour loved ones, celebrate special occasions, and support the City's natural environment through the donation of a tree or the installation of a bench in a public park.

The program provides a meaningful and lasting way for the community to engage with green spaces while contributing to environmental sustainability and promoting active, healthy living.

The current fee for a commemorative tree is set at \$350, which covers the cost of nursery stock and program administration. Fees for community and commemorative benches are set at \$1,600 and \$5,000, respectively, reflecting the model selected.

A review of best practices from comparable and larger municipalities has determined that the current fees for commemorative trees and benches no longer reflect the full cost of materials, installation, and ongoing maintenance. To address these increases, it is proposed that the fee for commemorative trees be raised to \$800 per tree and the fee for Community benches be increased to \$2,000. The fee for Heritage-style benches would remain unchanged at \$5,000. These proposed adjustments align with fees charged in local and similarly sized Canadian municipalities, as outlined in the accompanying summary.

## Commemorative Tree and Bench Program

Municipality	Tree Cost	Bench Cost
St. John's, NL	\$350	\$1,600/\$5,000
Gander, NL	\$300	TBD
Mount Pearl, NL	\$930/\$985	\$2,090/\$3,052
Portugal Cove/ St. Phillips, NL	\$700/\$900	\$2,000
Windsor, ON	\$700	\$3,708/\$4,994
Ottawa, ON	\$995	\$5,000
Toronto, ON	\$738	\$2,530
London, ON	\$550	\$4,500
Regina, SK	\$500	\$3,000/\$6,000
Calgary, AB	\$800	\$4,500/\$5,500
Victoria, BC	NA	\$3,500

Adjusting the fees ensures the program remains sustainable, affordable, and meaningful for the community.

### Key Considerations/Implications:

1. Budget/Financial Implications:  
No additional budget allocation is required.
2. Partners or Interested Parties:  
Primary stakeholders include the City of St. John's and its residents.
3. Is this a New Plan, Master Plan, Strategy, Report, or Framework: 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.
5. Alignment with Adopted Plans:  
Urban Forest Management Master Plan

6. Accessibility and Inclusion:

NA

7. Legal or Policy Implications:

NA

8. Privacy Implications:

NA

9. Engagement and Communications Considerations:

This will be communicated with interested parties and posted online

10. Human Resource Implications:

NA

11. Procurement Implications:

NA

12. Information Technology Implications:

NA

13. Information Management Implications:

NA

14. Other Implications:

NA

**Recommendation:**

That Council consider the Commemorative Program fees be increased as follows:

- Trees increase from \$350 to \$800
- Community benches increase from \$1,600 to \$2,000

**Prepared by: Keith Bessey, Municipal Arborist**

**Approved by: Lynnann Winsor, Deputy City Manager Public Works**

## Report Approval Details

Document Title:	Commemorative Program Fee Adjustment.docx
Attachments:	
Final Approval Date:	Mar 26, 2026

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

**Edmundo Fausto - Mar 25, 2026 - 3:49 PM**

**No Signature - Task assigned to Lynnann Winsor was completed by workflow administrator Theresa Walsh**

**Lynnann Winsor - Mar 26, 2026 - 4:20 PM**

## Decision Note

<b>Title:</b>	59 Duckworth Street – St. John's Heritage By-Law – Amendment Requests
<b>Date Prepared:</b>	March 25, 2026
<b>Report To:</b>	Committee of the Whole
<b>Councillor and Role:</b>	Councillor Tom Davis, Heritage
<b>Ward:</b>	Ward 2

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**Decision/Direction Required:**

To consider a request to amend the St. John's Heritage By-Law, Schedule D – Heritage Design Standards, to allow a proposed exterior alteration to 59 Duckworth Street.

**Discussion – Background and Current Status:**

59 Duckworth Street (Devon House) is in Heritage Area 3 and is designated by the City as a Heritage Building. The building is also a Registered Heritage Structure by the Heritage Foundation of Newfoundland and Labrador (Heritage NL). A location map and the heritage statement of significance are attached.

Exterior alterations to all four sides of Devon House were approved by Council at its July 15, 2025 regular meeting. The Council-approved elevations are attached. The applicant has received development and building approvals and is now renovating the building.

On January 30, 2026, the applicant submitted a request to amend the Heritage By-Law to enable further exterior changes at 59 Duckworth Street (proposal attached). At that time there were two requests: changes to the dormer section of the Heritage Design Standards, and changes to the cladding section. The applicant is now asking only to amend the dormer section of the Standards to allow a vertical extension of the bay window on the rear wall. Extending the bay window up another storey would require the removal of an original hooded dormer window (a small window with a rounded top). For a designated Heritage Building like this, the Heritage Design Standards require the original dormer shape, size and proportion to be maintained, even on a rear wall that does not face a street, and there is no discretion for Council or staff.

The Built Heritage Experts Panel met on March 9, 2026 to discuss the amendment request. The applicant attended as a delegation and presented the requested alterations. The Panel

recommend Council maintain the Heritage Design Standards as is and reject the amendment request. Staff agree with this recommendation for three reasons:

1. There are only 158 designated Heritage Buildings in the city and this requirement applies only to designated buildings with dormer windows.
2. The dormer windows are character-defining features of Devon House as outlined in the heritage statement of significance.
3. According to the new St. John's Heritage Strategic Plan (Goal 1.1.a), the City will adopt the federal Standards and Guidelines for the Conservation of Historic Places in Canada and will apply them to designated Heritage Buildings. The City's Heritage Design Standards are in line with the federal Standards and Guidelines already, so changing our standards would go against the federal standards.

Since Devon House is also designated by Heritage NL, that group was consulted on the request to remove the dormer window. A letter is attached from their Executive Director, stating that Heritage NL holds an easement covenant agreement on the property, which restricts the removal of features without their written approval. It states that the "restoration of the dormer windows at the rear, and ensuring retention/repair of their original trims and detailing, are conditions of the property's revitalization grant as approved by [the Heritage NL] Board, June 2025, and referenced in the active grant contract signed by the current property owner." Heritage NL has stated that the dormer windows on the rear of the building are important to its architectural character and are to remain. This means that if Council wishes to amend the Heritage By-Law, then the requested change to 59 Duckworth Street will not be supported by Heritage NL.

**Key Considerations/Implications:**

1. Budget/Financial Implications: Not applicable.
2. Partners or Interested Parties: Property owner, heritage advocates, Heritage NL.
3. Is this a New Plan, Master Plan, Strategy, Report, or Framework: 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: St. John's Heritage Strategic Plan 2026-2036, St. John's Heritage By-Law.
6. Accessibility and Inclusion: Not applicable.

7. Legal or Policy Implications: An amendment to the St. John's Heritage By-Law, Schedule D – Heritage Design Standards is required if Council wishes to enable the proposed exterior alterations. The change would be counter to the Standards and Guidelines for the Conservation of Historic Places in Canada, a federal document which Council has agreed to adopt as per our new Heritage Strategic Plan.
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. Information Management Implications: Not applicable.
14. Other Implications: Not applicable.

**Recommendation:**

That Council reject the request to amend the St. John's Heritage By-Law, Schedule D – Heritage Design Standards to allow the removal of an original dormer window at 59 Duckworth Street.

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

## Report Approval Details

Document Title:	59 Duckworth Street - St. John's Heritage By-Law, Schedule D Amendment Request.docx
Attachments:	<ul style="list-style-type: none"><li>- 59 Duckworth Street - Location Map.pdf</li><li>- 59 Duckworth Street - Statement of Significance.pdf</li><li>- ELEVATIONS JULY 8_25_COUNCIL_APPROVED.pdf</li><li>- Devon House Ltr Council 2026-03-24.pdf</li><li>- Devon House Heritage Submission 2026-03-24.pdf</li><li>- 2026-03-25 - Letter from Heritage NL.pdf</li></ul>
Final Approval Date:	Mar 26, 2026

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

**Ken O'Brien - Mar 26, 2026 - 10:20 AM**

**Jason Sinyard - Mar 26, 2026 - 10:49 AM**



**SUBJECT PROPERTY**

PLYMOUTH RD

DUCKWORTH ST

WATER ST

COH

CDM

56

49

51

55

CDM

59

1

2

3

4

71

61

73

IG

26

IG

## Statement of Significance



### **59 Duckworth Street - Devon House**

#### **Formal Recognition Type**

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

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

Devon House is a four-storey, Second Empire style house located at 59 Duckworth Street, St. John's. The designation is confined to the footprint of the building.

#### **Heritage Value**

Devon House has been designated a municipal heritage building because of its historical, architectural and environmental values.

During its history, Devon House has been the residence of a number of noted Newfoundland figures. In 1891, the house belonged to Alexander McLellan MacKay, an agent for the Anglo-American Telegraph Company. Originally from Nova Scotia, MacKay first came to Newfoundland to take charge of the telegraph lines. While here he also played an important role in the development of telegraph lines including the Trans-Atlantic Cable and the cross-Newfoundland line.

Additionally, MacKay has been given credit for assisting in the introduction of both electricity and telephone lines in Newfoundland. Aside from working with the Anglo-American Telegraph Company, he also was a member of the House of Assembly from 1878 to 1889.

Following MacKay, the Templeman family moved in to the house. Philip Templeman was a Bonavista-based Merchant who experienced great wealth during his life. While living in Devon House, Templeman still maintained a residence in Bonavista; an indicator of his prosperity. From 1878 to 1889, Templeman served as a member of the House of Assembly representing the district of Burgeo and Lapoile.

Architecturally, Devon House is a unique-looking structure in the downtown landscape. Having survived the Great Fire of 1892, this brick and stone house is distinctive because it has two large tower-like bays with protruding roofs located on the front façade, making it stand out when compared to surrounding buildings. Hooded windows located at the rear, ornate brickwork,

heavy quoining along the sides of the building and the mansard roof all are reflective of the Second Empire style, while decorative wood-working and stone work along the windows indicates the craftsmanship of the unknown architect. Details such as the delicate rope trim and dentils along the eaves add to the overall charm of this building.

Environmentally, Devon House is significant because it is located next to the municipally designated row houses, Devon Row. The cohesiveness of the Southcott design is carried through both buildings and their proximity to each other lends a feeling of time and place to the area. It is also remarkable that Devon House survived the Great Fire of 1892 and its location marks the limits of the fire.

Source: City of St. John's, meeting held 2005/02/14

### Character Defining Elements

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

- colour, size, texture and location of brick and stone on exterior;
- Second Empire mansard roof;
- two storey bays on front façade including tower-like roofs;
- ornate decoration and mouldings on front facade dormer windows;
- symmetrical façade including shape, size and location of all window and door openings;
- original window and door mouldings and decoration;
- all remaining original windows and doors;
- original eaves trim including rope trim and eaves bracketing;
- decorative brickwork on building, i.e brickwork located on front façade between first and second levels; and,
- the building's location next to Devon Row.

All original interior features including all wooden doors, mouldings, staircases etc.

### Notes of Interest

Unusual features of this house are the tower-like roofs located above the bay windows.

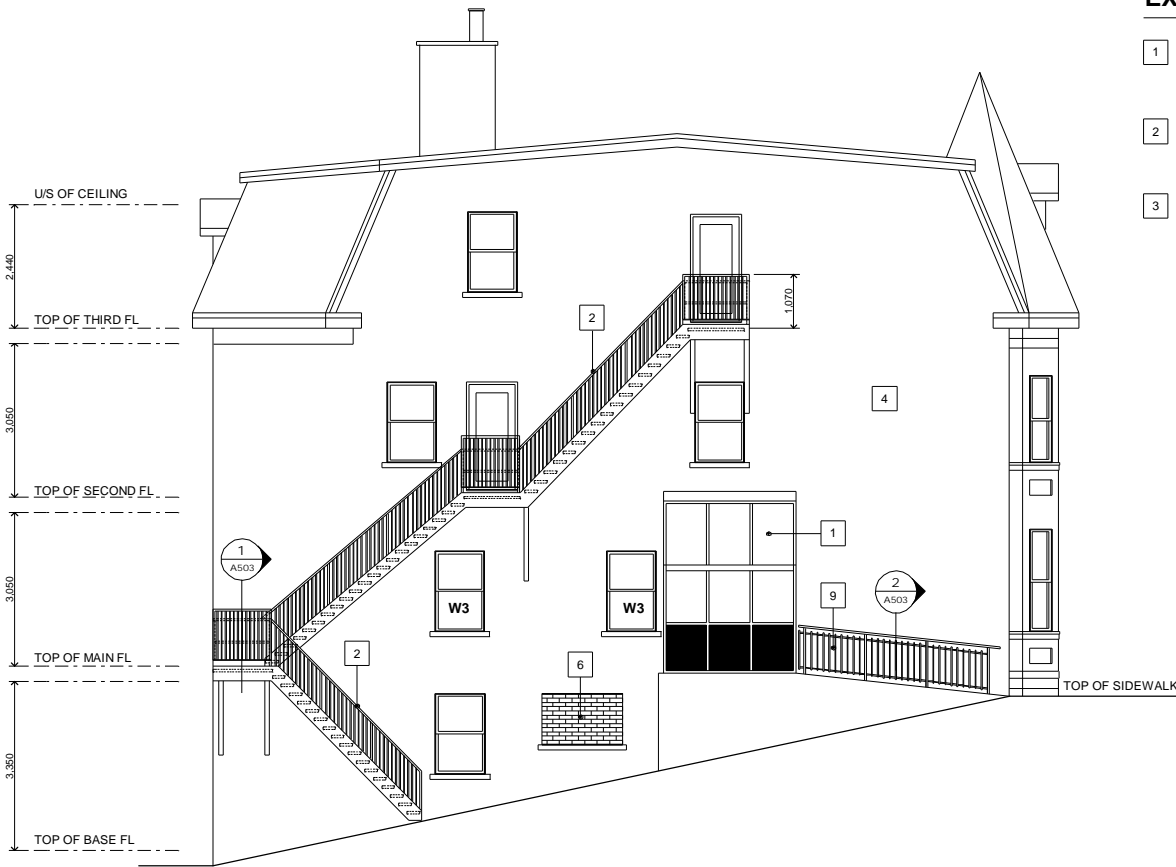
### Location and History

Community	St. John's
Municipality	City of St. John's
Civic Address	059 Duckworth Street
Construction (circa)	1850 - 1860
Architect	Unknown
Builder	Unknown
Style	Second Empire
Building Plan	Rectangular Long Façade
Website Link	<a href="http://www.craftcouncil.nl.ca/">http://www.craftcouncil.nl.ca/</a>

The reproduction or distribution of these working drawings is not permitted without the consent of owner

### EXTERIOR LEGEND

- |   |   |   |  |   |  |
|---|---|---|--|---|--|
| 1 | EXISTING CURTAIN WALL ATRIUM TO REMAIN. UPGRADES AS NECESSARY   | 4 | EXISTING BRICK / STONE FACADE  | 7 | EXISTING ROOF OVER BAY TO BE MODIFIED TO ACCOMMODATE NEW DECK  |
| 2 | EXISTING FIRE ESCAPE STAIR SYSTEM TO REMAIN. STRUCTURAL ENGINEER TO SIGN OFF ON EXISTING AND NEW WORK TO BE CARRIED TO UPGRADE RAILING / GUARD SYSTEM TO CURRENT CODE REQUIREMENTS. | 5 | MANSARD ROOF HAS EXISTING ASPHALT SHINGLES TO BE UPGRADED TO BLEND WITH EXISTING | 8 | REPLACE EXISTING WINDOW IN DORMER W/ NEW STEEL DOOR TO SUIT OPENNING. MAKE GOOD ALL TRIMWORK TO MATCH EXISTING |
| 3 | REMOVE EXISTING SIGNAGE   | 6 | REMOVE EXISTING WINDOW & WOOD FRAME. FILL OPENNING W/ BRICK                      | 9 | EXISTING RAILING TO BE UPGRADED SEE DETAIL SHEET A503  |

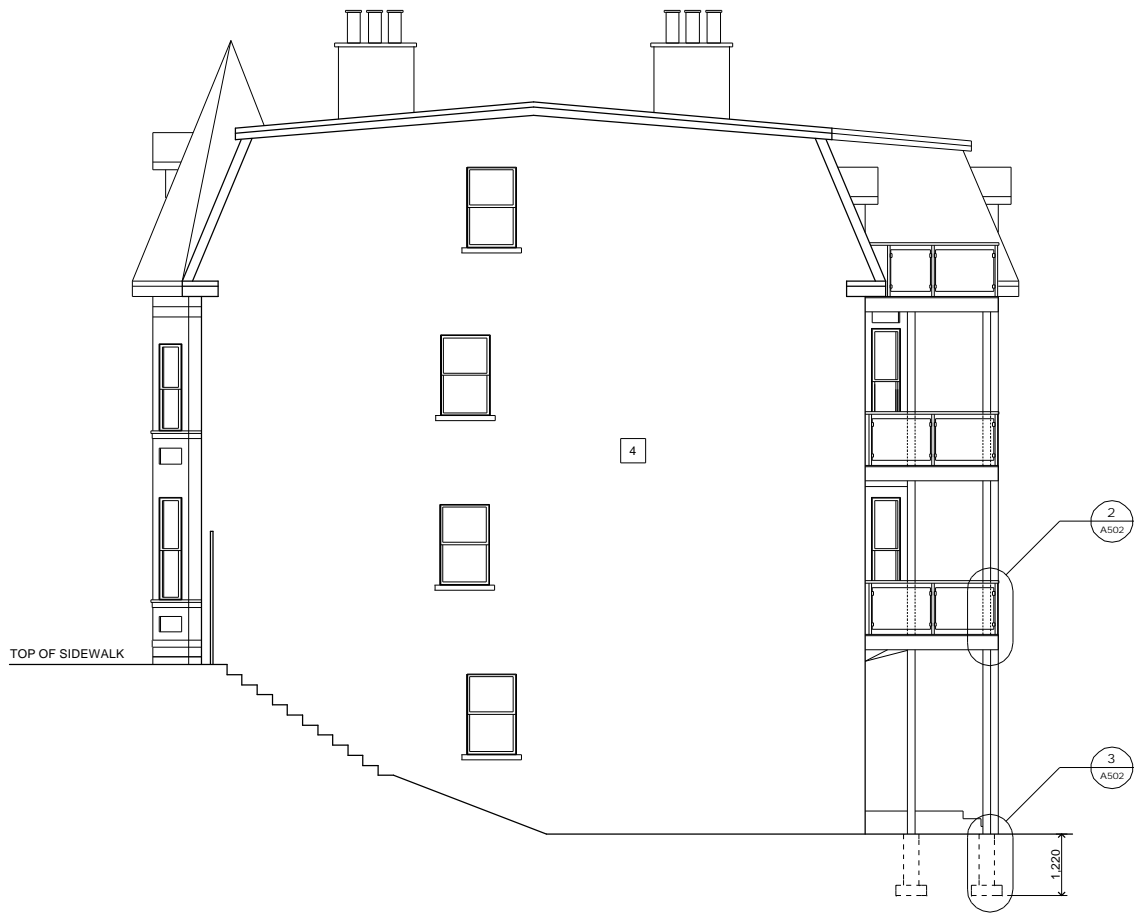


**EAST ELEVATION**

4  
A500

**FRONT ELEVATION**

2  
A500



**WEST ELEVATION**

3  
A500

**REAR ELEVATION**

1  
A500

#### WINDOWS TO BE UPGRADED

- W1 - 20" w x 78" h
- W2 - 28" w x 78" h
- W3 - 36" w x 78" h WIRE GLASS
- W4 - 38" w x 74" h
- W5 - 58" w x 83" h
- W6 - 32" w x 83" h
- W7 - 36" w x 48" h
- W8 - 20" w x 70" h
- W9 - 28" w x 70" h
- W10 - 28" w x 70" h



Client / Project  
Proposed Renovations at  
**Devon House**  
59 Duckworth Street, St. John's, NL

#### Notes

1. Do not scale from these drawings.
2. Confirm all foundations, footings & framing before proceeding w/ work.
3. Confirm all angles & dimensions on site before proceeding w/ work.
4. All angles are 45 degrees unless specified otherwise.
5. All dimensions are to face of framing and or concrete.
6. Contractor is review drawings with all sub-trades prior to construction.
7. The National Building Code of Canada 2020 is the minimum standard for the construction of this work.
8. Contractor is responsible for verifying sizes and spans of all beams, lintels, floor and roof framing members prior to construction. Discrepancies to be reported to the owner.
9. All doors are 6'-8" in height and are minimum of 6 inches from nearest wall unless noted otherwise.
10. All window sizes specified are FRAME sizes, confirm RSO w/ window brand selected by owner.

3	ISSUED FOR CONSTRUCTION	07 / 07 / 2025
2	ISSUED FOR BUILDING PERMIT	26 / 02 / 2025
1	ISSUED TO ACCESSIBILITY	20 / 02 / 2025

Stamp 	Reference North 
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Architect

24 Bonaventure Ave. St. John's, NL, A1C3Z2 709-325-7555 charles@charleshenley.com

Mechanical & Electrical

**CROSBIE ENGINEERING LTD.**  
CONSULTING ENGINEERS

Physical Address: 1243 Fairmount Road, Unit 102, St. John's, NL, A1B 2J8  
Working Address: P.O. Box 13295, Station "A", St. John's, NL, A1B 4K3  
Tel: (709) 754-1911, 754-1914  
e-mail: admin@crosbieeng.com

Drawing Name  
**EXTERIOR ELEVATIONS**

Date February 2025	Scale AS NOTED	Dwn By T. Maidment, ASCT
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DESIGN-BUILD-CONSTRUCTION MANAGEMENT  
Email: Terry@maidmentconsulting.ca  
Tel: 709.691.7705

Drawing No.  
**A500**  
110



Charles Henlev Architect

709-325-7555

[charles@charleshenlev.com](mailto:charles@charleshenlev.com)

2026-03-23

Mayor Danny Breen  
PO Box 908, St. John's, NL, Canada A1C 5M2

RE: Addition of a Bay Window in Rear Mansard Roof of Devon House,  
Renovations to 59 Duckworth Street, St. John's

Dear Mayor Breen,

On behalf of the Owner of the project, [REDACTED], I am writing directly to you and the rest of Council to make you aware of a serious bureaucratic road block we have come up against on the above noted project. I will explain as briefly as I can and seek yours and Council's intercession in the matter.

59 Duckworth Street, known as Devon House, previously for many years known as the NL Craft Council office and gallery, was built around 1880. It was a designated building by Heritage NL for many years and more recently by the City of St. John's as a designated heritage structure since 2006.



*Devon House, Duckworth Street*



Charles Henley Architect

709-325-7555

[charles@charleshenley.com](mailto:charles@charleshenley.com)

The project is the conversion of the building into an 8-unit apartment building with decks at the rear enabling: access to private exterior space, views of the harbour and narrows, and natural southern light. Historic preservation, reconstruction, sustainability and adherence to NBCC and other codes and standards is the design and construction mandate. We have been granted permits and the project is under construction.

We have a very good working relationship with all City staff thus far on the project and are not expecting any issues in the future, with exception of the current roadblock we are currently experiencing with the heritage bureaucracy. The only outstanding issue is disallowing the removal of a rear third-floor dormer window and replacing it with a bay window matching the two floors below. Due to sub standard 1980's renovations prior to 2006 City Heritage designation, it is impractical and dimensionally impossible to install a proper door access to the approved Level 3 deck through the existing round topped dormer window. In addition, this is the living room of a unit and it needs access to appropriate natural light and southern exposure and views.

After we made a recent presentation to the Built Heritage Experts Panel, in a recent email correspondence of Lindsay Church, 13 March, 2026 she wrote:

“Considering that this is a designated Heritage Building and there are limited number of designated Heritage Buildings in the city, the Built Heritage Experts Panel voted to maintain the Heritage Design Standards as is and will recommend to Council to not amend the Heritage By-Law, Schedule D Heritage Design Standards.”

We are proposing to remove only one of the four rear dormers and extend the bay window up to Level 3. The remaining three dormers will be retained or reconstructed to meet heritage standards. This is a very minor change at the rear of the building, almost completely out of public view and will be obscured by the approved three levels of balconies. As an aside, after selected demolition of interiors, we discovered that the whole of this rear mansard roofing system is rotten and in need of full replacement. A large and unexpected additional cost to the project and the owner's budget.

Early in the design process we contacted Dale Jarvis, Executive Director of Heritage NL, explained the proposed design and asked for their viewpoint and comment as we knew this was a Provincially Designated Heritage Building. He said, while they would like to restore all parts of the building it is understood that the dominant publicly viewed parts were of most importance.

We have also reviewed our proposal with Shane O'Dea, historical buildings expert and longtime heritage advocate and Heritage NL board member. Shane has reviewed our proposal and has noted that in his fifty years of dealing with heritage development in the city, he has not seen the City recommend the protection of the rear elevation of a building. In this case, he says, the proponents have developed a very sympathetic modification of the upper story window: removing the existing but damaged dormer and replacing it with a bay duplicating those below. This is not a modern replacement but a design in keeping with the building,



Charles Henley Architect

709-325-7555

[charles@charleshenley.com](mailto:charles@charleshenley.com)

replicating as it does the bay windows on the storeys below and it should be approved and permitted. Shane has said he is prepared to discuss this with Council or its Committees.

Attached you will find the last presentation we made to the Built Heritage Experts Panel.

The Owner, [REDACTED], is not a typical developer but a modest person with a passion to preserve Devon House and its heritage at great extra cost to [REDACTED]. The practical and financial viability of the Level 3 apartment depends on adequate access through the rear to the sun and views.

We understand from city staff that their hands are tied based on their required adherence to the strict wording of the Heritage By-Law, Schedule D Heritage Design Standards. Perhaps that wording is fundamentally flawed. I am not sure but it seems to be inhibiting doing the right thing in this case. What we are proposing is a very reasonable request. We respectfully request Council to instruct city staff to allow us to remove one dormer and extend the dormer up to Level 3 and amend the Heritage By-Law, if necessary.

Regards,

Charles H Henley, NLAA CPHD

CC All of St. John's City Council

[REDACTED]  
Terry Maidment, ASCT, Construction Manager, Maidment Consulting Inc.

Dale Jarvis, Executive Director of Heritage NL

Shane O'Dea, CM, ONL, LLD (hc), DUniv (hc)

**Proposed Renovations  
Devon House 59 Duckworth Street  
St. John's NL**

# Request to Amend City of St. John's Heritage Standards

To Allow the Extension Upward of the Rear Bay Window on the Designated Heritage Building



PUBLIC VIEW OF DEVON HOUSE  
FROM DUCKWORTH STREET



**EXISTING LOCAL HISTORICAL PRECEDENTS FOR EXTENDING TRADITIONAL BAY WINDOWS INTO THE MANSARD ROOFS**



**NOTE EXISTING 4 LEVEL 3 DORMERS AT REAR.**



**EXISTING FRONT OF DEVON HOUSE WITH BAY WINDOWS EXTENDING INTO THE MANSARD AND TRADITIONAL BAY WINDOWS ON DEVON ROW.**



**EXISTING REAR OF DEVON HOUSE SHOWING THE BAY WINDOW THAT NEEDS COMPLETE RECONSTRUCTION IN TRADITIONAL DETAILING AND REQUEST TO EXTEND IT UP THROUGH THE MANSARD TO THE TOP OF THE EXISTING TOP FLAT ROOF.**



**REQUEST PROPOSED BAY WINDOW EXTENSION TO TOP OF EXISTING FLAT ROOF WITH REMOVAL OF DORMER WINDOW**

**APPROVED COMPLETE REPLACEMENT OF EXISTING BAY WINDOW WITH BALCONY ACCESS DOORS AND TRADITIONAL DETAILING LEVEL 1 AND 2**

**APPROVED TO RECONSTRUCT TOP HALF OF ROUNDED WINDOW WITH WIRED DOUBLE GLAZING**

**APPROVED TO REPLACE WINDOWS AS NEEDED**

**APPROVED PROPOSED INFILL OF BOTTOM HALF OF STAIRWELL WINDOW WITH INSULATED WALL AND EXTERIOR WINDOW**

**APPROVED TO REPLACE EXISTING EXIT DOOR WITH NEW DOOR TO MATCH EXISTING WITH WOOD SURROUND IN TRADITIONAL DETAILING**

**APPROVED TO INSTALL NEW LEVEL 0 APARTMENT ENTRANCE DOORS**

**APPROVED TO INSTALL NEW MULTILEVEL BALCONIES IN AREA OUTLINED IN ORANGE**

**APPROVED PROPOSED INFILL OF BOTTOM HALF OF LEVEL 1 AND LEVEL 3 WINDOWS ON WEST FAÇADE, IN KITCHENS BEHIND CABINETS, WITH INSULATED WALL AND EXTERIOR WOOD PANNELLING TO MATCH BAY WINDOW AND TRADITIONAL TRIMS**

**EXISTING REAR OF BUILDING**

# MODIFICATION REQUESTS

## PROPOSED WINDOW ALTERATIONS



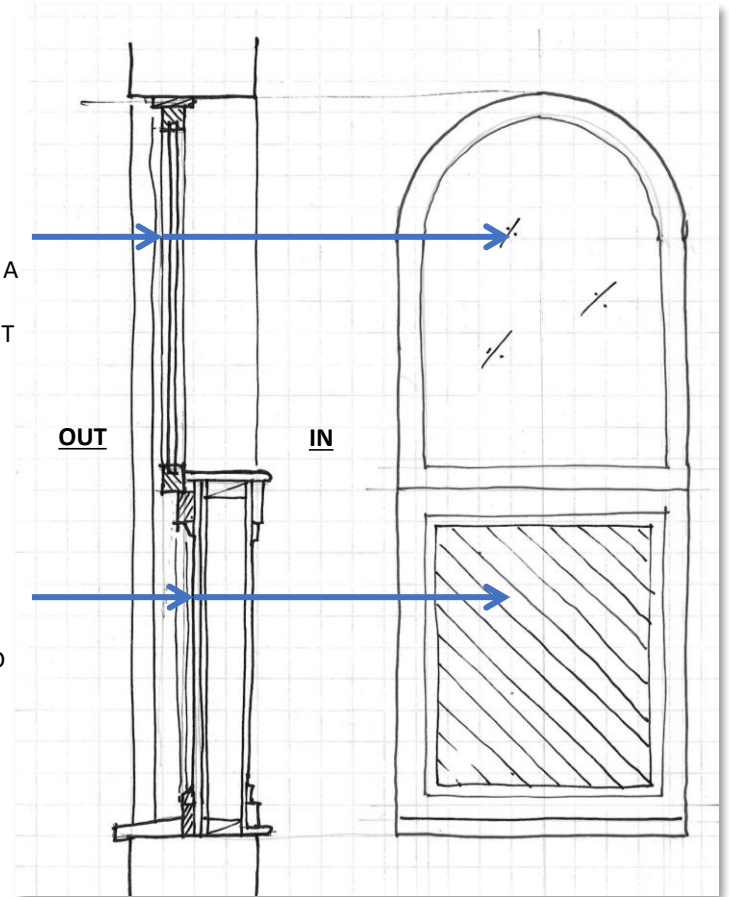
APPROVED TO MODIFY THE TOP WINDOW UNIT AND REPLACE EXISTING GLAZING WITH A WIRED GLASS AND REGULAR GLASS IN HERMETICALLY SEALED DOUBLE-GLAZED UNIT AND REINSTALL IN EXISTING FRAME AND OPENING TO MEET NBCC REQUIREMENTS.



EXISTING STAIRCASE WINDOW AND INTERIOR TRADITIONAL PANEL DETAILING

APPROVED TO MODIFY BOTTOM WINDOW FRAME AND REPLACE GLASS WITH BLACK BACKPAINTED WIRED GLASS WITH FIRE RATED INSULATED WALL SYSTEM ON INTERIOR.

APPROVED THIS ALSO APPLIES TO PROPOSED INFILL OF LEVEL 1 AND LEVEL 3 WINDOWS ON WEST FAÇADE.



SECTION

ELEVATION

**PROPOSED WINDOW ALTERATIONS  
EXISTING CONDITIONS**



EXISTING ROT AND BANDAID MODIFICATIONS IN THE 80'S/90'S



EXISTING LEVEL 3 DORMER BEFORE RENO



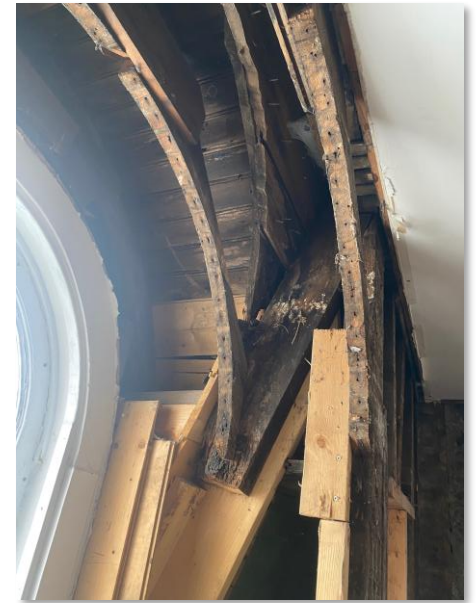
DIMENSIONS OF THE ROUNDED TOP WINDOW AND DORMER AND STEP UP CANNOT FIT A REGULAR HEIGHT EXTERIOR DOOR.

' THE WHOLE OF THE MANSARD ROOF AND DORMER SYSTEMS NEEDS REPLACEMENT, HERE, ACROSS BACK AND ON THE EASTERN SIDE '

STEEL BEAM ADDED IN THE 80'S/90'S PRECLUDES EXTERIOR DECK AT FLOOR LEVEL AND A COUPLE OF STEPS UP.

HEIGHT OF PROPOSED KITCHEN CABINETS COUNTER THAT WILL BLOCK THE BOTTOM HALF OF THE WINDOW.

BACKSPLAH HEIGHT



EXISTING ROT AND BANDAID MODIFICATIONS IN THE 80'S/90'S



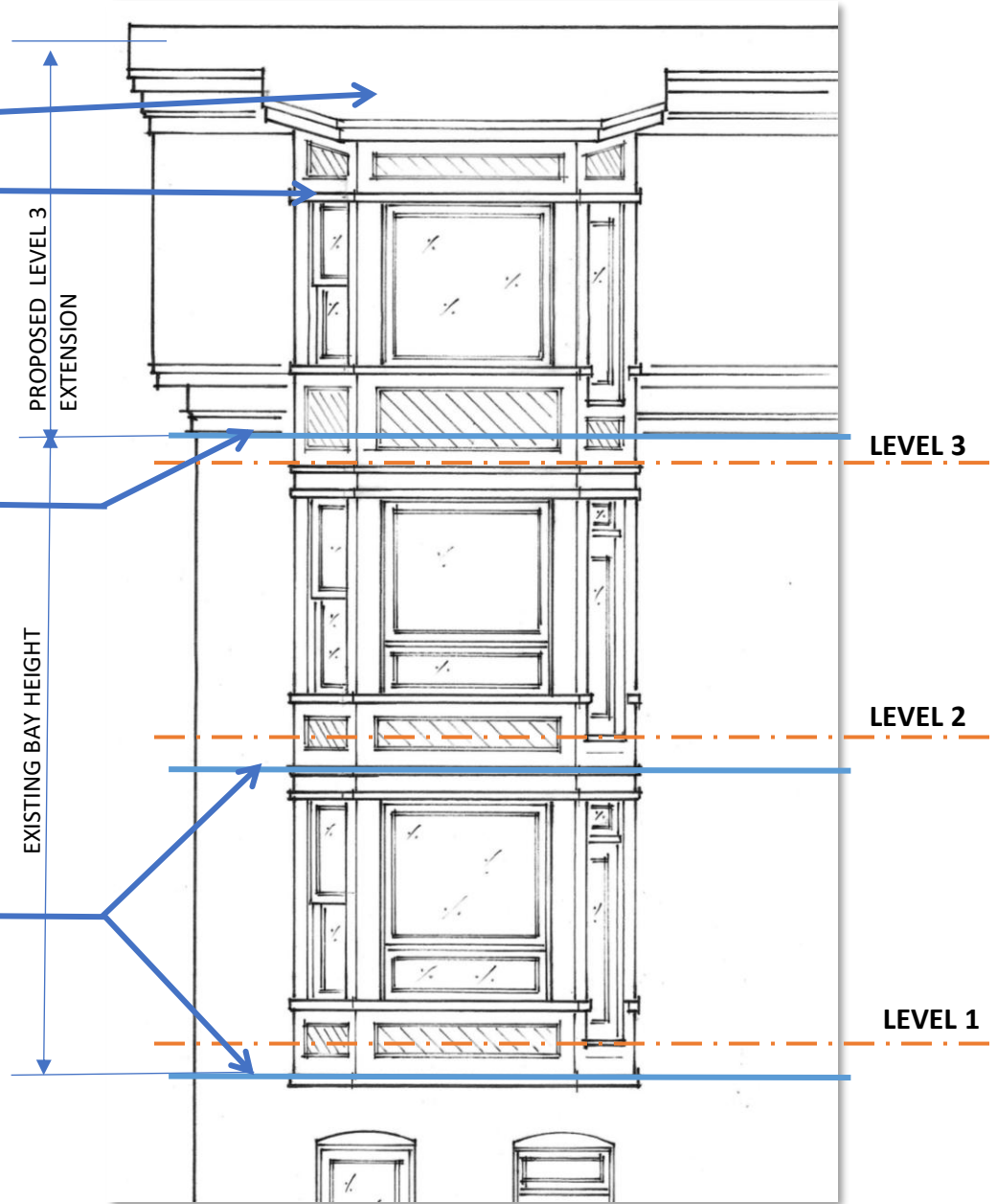
## PROPOSED BAY WINDOW EXTENSION

DORMER ROOF IS EXTENSION OF MAIN ROOF

RECONSTRUCT THE EXISTING BAY WINDOW TO HERITAGE DETAILING AND **REQUEST** TO REMOVE DORMER WINDOW AND EXTEND THE BAY UP TO LEVEL 3 TO ALLOW PROPER ACCESS TO THE EXTERIOR DECK

LEVEL 3 EXTERIOR DECK LEVEL ABOVE FLOOR DUE TO RAISED BEAM BUT 6"-8" BELOW DOOR SILL

LEVELS 1 AND 2 DECKS 6"-8" BELOW DOOR SILL



**PART REAR ELEVATION**



# Heritage NL

2026-03-25

Mayor Danny Breen  
City of St. John's  
PO Box 908, St. John's, NL  
Canada A1C 5M2

Re: Request for Intercession on Proposed Renovations, Devon House, 59 Duckworth Street

Mayor Breen and Council,

The 2026-03-23 letter from the project architect for the Devon Row project references a conversation with myself as Executive Director of the Heritage Foundation of Newfoundland and Labrador. Not wishing for my comments to be misconstrued, I am writing to state clearly that no permission has been granted to remove any dormer windows.

The Heritage Foundation of Newfoundland and Labrador holds an easement covenant agreement on the property which has been in place since 1996, and filed at the Registry of Deeds, Roll 1408 Frame 2269. This legal easement ensures that the property owner may not alter or remove features of the property without the written approval of the Foundation. The dormer windows are an important part of the building's architectural character, and are to remain.

The restoration of the dormer windows at the rear, and ensuring retention/repair of their original trims and detailing, are conditions of the property's revitalization grant as approved by our Board, June 2025, and referenced in the active grant contract signed by the current property owner.

City staff continue to do excellent work, and their recommendations are not the result of any error with the bylaw. The retention of character-defining elements of designated properties, as outlined in their statements of significance, is a standard practice across jurisdictions throughout the country, and a keystone of the Standards and Guidelines for the Conservation of Historic Places in Canada.

I trust this clarifies our position.

Dale Jarvis, Executive Director

**Protecting, promoting and preserving Newfoundland and Labrador's built and intangible heritage.**

Mail: P.O. Box 5171, St. John's, NL, Canada A1C 5V5 • Telephone: 709.739.1892 • Fax: 709.739.5413 • Toll Free: 1.888.739.1892

Email: [info@heritagenl.ca](mailto:info@heritagenl.ca) • Website: [www.heritagenl.ca](http://www.heritagenl.ca)

**Development Permits List  
March 19 – April 1, 2026**

<b>Code</b>	<b>Applicant</b>	<b>Application</b>	<b>Location</b>	<b>Ward</b>	<b>Development Officer's Decision</b>	<b>Date</b>
COM	The Shoppes at Galway GP Incorporated	Retail Use	43 Danny Drive	5	Approved	03-30-26
RES	Manning Homes Inc.	Subdivide for Semi-Detached Dwellings	18 & 20 Campbell Avenue	2	Approved	02-31-26

**\* 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**

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**Permits List**  
**Council's April 7, 2026, Regular Meeting**

Permits Issued: 2026/03/19 to 2026/03/31

**BUILDING PERMITS ISSUED**

**Residential**

<b>Location</b>	<b>Permit Type</b>	<b>Structure Type</b>
1 Larkhall St	Accessory Building	Accessory Building
10 Merrymeeting Rd	Renovations	Semi Detached Dwelling
103 Craigmillar Ave	Renovations	Semi Detached Dwelling
13 Fitzgerald Pl	Change of Occupancy	Home Office
16 Cowan Ave	Renovations	Single Detached Dwelling
16 Cowan Ave	Site Work	Other
187 Green Acre Dr	Fence	Fence
204 Merrymeeting Rd	Renovations	Single Detached Dwelling
214 Cheeseman Dr	New Construction	Single Detached Dwelling
223 Cheeseman Dr	New Construction	Single Detached Dwelling
27 Malka Dr	Renovations	Single Detached Dwelling
27 Pepperwood Dr	Change of Occupancy	Single Detached w/ apt.
5 Newhook Pl	Change of Occupancy	Home Office
65 Branscombe St	Accessory Building	Accessory Building
69 Edinburgh St	Deck	Patio Deck
69 Monroe St	Renovations	Townhousing
7B Waterford Bridge Rd	Change of Occupancy/Renovations	Apartment Building
82 Campbell Ave	Change of Occupancy	Single Detached w/ apt.
9 Symonds Ave	Renovations	Single Detached w/ apt.

This Week: \$1,636,262.00

**Commercial**

<b>Location</b>	<b>Permit Type</b>	<b>Structure Type</b>
119-121 Long's Hill	Change of Occupancy/Renovations	Mixed Use
133 St. Clare Ave	Change of Occupancy/Renovations	Service Shop
141 Torbay Rd	Change of Occupancy/Renovations	Office
2 Stavanger Dr	Renovations	Eating Establishment

200 Churchill Ave	Sign	Vacant Land
203 Lemarchant Rd	Sign	Clinic
21 Merrymeeting Rd	Change of Occupancy/Renovations	Lodging House
28 Stavanger Dr	Sign	Office
287 Kenmount Rd	Renovations	Petroleum Use
287 Kenmount Rd	Renovations	Petroleum Use
300 Kenmount Rd	Change of Occupancy/Renovations	Clinic
33 Kenmount Rd	Change of Occupancy	Mixed Use
36 George St	Change of Occupancy/Renovations	Tavern
40 Ropewalk Lane	Renovations	Restaurant
42 O'leary Ave	Change of Occupancy	Retail Store
470 Topsail Rd	Renovations	Warehouse
48 Kenmount Rd	Change of Occupancy/Renovations	Retail Store
51a Pippy Pl	Sign	Office
51a Pippy Pl	Change of Occupancy	Office

This Week: \$2,093,297.60

**Government/Institutional**

**Location                      Permit Type                      Structure Type**

This Week: \$0.00

**Industrial**

**Location                      Permit Type                      Structure Type**

This Week: \$0.00

**Demolition**

**Location                      Permit Type                      Structure Type**

56a Kenmount Rd              Demolition                      Restaurant

This Week: \$424,665.00

**This Week's Total: \$4,154,224.60**

**REPAIR PERMITS ISSUED: \$63,125.00**

**NO REJECTIONS**

<b>YEAR TO DATE COMPARISONS</b>			
<b>April 7, 2026</b>			
<b>TYPE</b>	<b>2025</b>	<b>2026</b>	<b>% Variance (+/-)</b>
Residential	\$19,280,770.38	\$9,227,459.99	-52
Commercial	\$22,564,986.53	\$44,927,324.36	99
Government/Institutional	\$1,154,283.00	\$112,250.00	-90
Industrial	\$308,000.00	\$0.00	-100
Repairs	\$282,959.00	\$317,635.00	12
<b>TOTAL</b>	<b>\$43,590,998.91</b>	<b>\$54,584,669.35</b>	<b>25</b>
Housing Units (1 & 2 Family Dwelling)	35	9	

Respectfully Submitted,

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

# MEMORANDUM

## Weekly Payment Vouchers For The Weeks Ending March 25 and April 1, 2026

### Payroll

Public Works (Week 1)	\$707,146.22
Bi-Weekly Administration (Week 1)	\$928,162.93
Bi-Weekly Management	\$1,110,091.23
Bi-Weekly Fire Department	\$963,370.42
Bi-Weekly Casual (Week 2)	\$43,589.52
Public Works (Week 2)	\$700,598.70
Accounts Payable	\$14,734,849.28

(A detailed breakdown [here](#))

**Total:** **\$19,187,808.30**

# ST. JOHN'S

**NOTICE OF MOTION**

**TAKE NOTICE** that I will at the next Regular Meeting of the St. John's Municipal Council move to rescind the following motion approved at the Regular Council Meeting of January 27, 2026:

**14.4 [Text Amendment – REZ2500021 – Public Consultation - Adoption](#)**

SJMC-R-2026-01-27/030

**Moved By** Councillor Davis

**Seconded By** Councillor Earle

That Council:

- 1) adopt the attached Envision St. John's Development Regulations Amendment Number 68, 2026, to update Section 4.8 "Public Consultation"; 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 (11): Mayor Breen, Councillor Hickman, Deputy Mayor Ellsworth, Councillor Bruce, Councillor Davis, Councillor Noseworthy, Councillor Halley, Councillor Cadigan, Councillor Hammond, Councillor Ryall, and Councillor Earle

DATED at St. John's, NL this 7<sup>th</sup> day of April 2026.

---

COUNCILLOR NIKITA RYALL

## Decision Note

<b>Title:</b>	35 and 37 Temperance Street – Designated Heritage Buildings
<b>Date Prepared:</b>	March 30, 2026
<b>Report To:</b>	Regular Meeting of Council
<b>Councillor and Role:</b>	Councillor Tom Davis, Heritage
<b>Ward:</b>	Ward 2

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**Decision/Direction Required:**

To approve exterior renovations to 35 and 37 Temperance Street, designated Heritage Buildings.

**Discussion – Background and Current Status:**

Civic numbers 35 and 37 Temperance Street are municipally and provincially designated Heritage Buildings at the top of Temperance Street and form part of The Four Sisters. These four stone townhouses were built in the 1890s by Samuel Garrett, who used surplus stone from Cabot Tower and St. George's Hospital on Signal Hill. The buildings are zoned Commercial Downtown Mixed (CDM) and are in Heritage Area 3. A location map and the Statement of Significance for the designated Heritage Buildings are attached.

Exterior renovations to the buildings were made without a permit in 2025. A stop-work order was issued on October 28, 2025. The owner submitted an application for a building permit on March 23, 2026, including details about the completed work.

The property owner completed the following exterior alterations:

- Vinyl dormer windows were replaced with new vinyl windows of the same size and shape and painted black.
- Aluminum storm windows were removed (no longer needed).
- Broken slate shingles on the dormers were removed and replaced with new slate shingles.
- Window trims were repaired and rotten wood was removed. New wood trims were added and painted where the rotten wood was removed.
- There was a metal eavestrough that ran across both houses; this was replaced with a new black metal eavestrough.
- Any facade that was painted in the past had new paint applied.
- Pot lights were added to the dormers, facing down.

Exterior alterations to designated Heritage Buildings require Council approval. Minor maintenance applications for designated Heritage Buildings do not require referral to the City's Built Heritage Experts Panel. Since the exterior repairs at Temperance Street were minor, the application has not been sent to the Heritage Panel.

From the St. John's Heritage By-Law (schedule D), here are the applicable heritage design standards for residential buildings:

**Window Replacement:** All window replacements shall be restored/returned in keeping with the window style and configuration of the building's architectural characteristics. Where appropriate in the opinion of Council, additional facades, or parts thereof, may be required to comply with the foregoing.

**Window Trim Style and Materials:** Window trims shall be compatible with the building's architectural characteristics. Materials may include wood, stone, brick, the building's original material, or materials otherwise approved by Council. Note: The width and style of window trims shall be consistent throughout the building's facades, unless otherwise approved by Council.

**Window Materials:** Modern window materials may be permitted, provided, in the opinion of Council, the appearance replicates the building's period/architectural characteristics.

**Roofing Materials:** Modern roofing materials are permitted, provided the appearance replicates the building's architectural characteristics.

The exterior alterations to 35 and 37 Temperance Street comply with the heritage design standards for residential designated Heritage Buildings and are recommended for approval.

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

1. Budget/Financial Implications: Not applicable.
2. Partners or Interested Parties: Property owner; heritage advocates; Heritage NL.
3. Is this a New Plan, Master Plan, Strategy, Report, or Framework: 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: St. John's Heritage By-Law.
6. Accessibility and Inclusion: Not applicable.
7. Legal or Policy Implications: In line with the Heritage By-Law, Schedule D – "Heritage Design Standards" for Residential Designated Heritage Buildings.
8. Privacy Implications: Not applicable.
9. Engagement and Communications Considerations: Not applicable.
10. Human Resource Implications: Not applicable.
11. Procurement Implications: Not applicable.
12. Information Technology Implications: Not applicable.
13. Information Management Implications: Not applicable.
14. Other Implications: Not applicable.

**Recommendation:**

That Council approve the exterior alterations to 35 and 37 Temperance Street, which are designated Heritage Buildings.

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

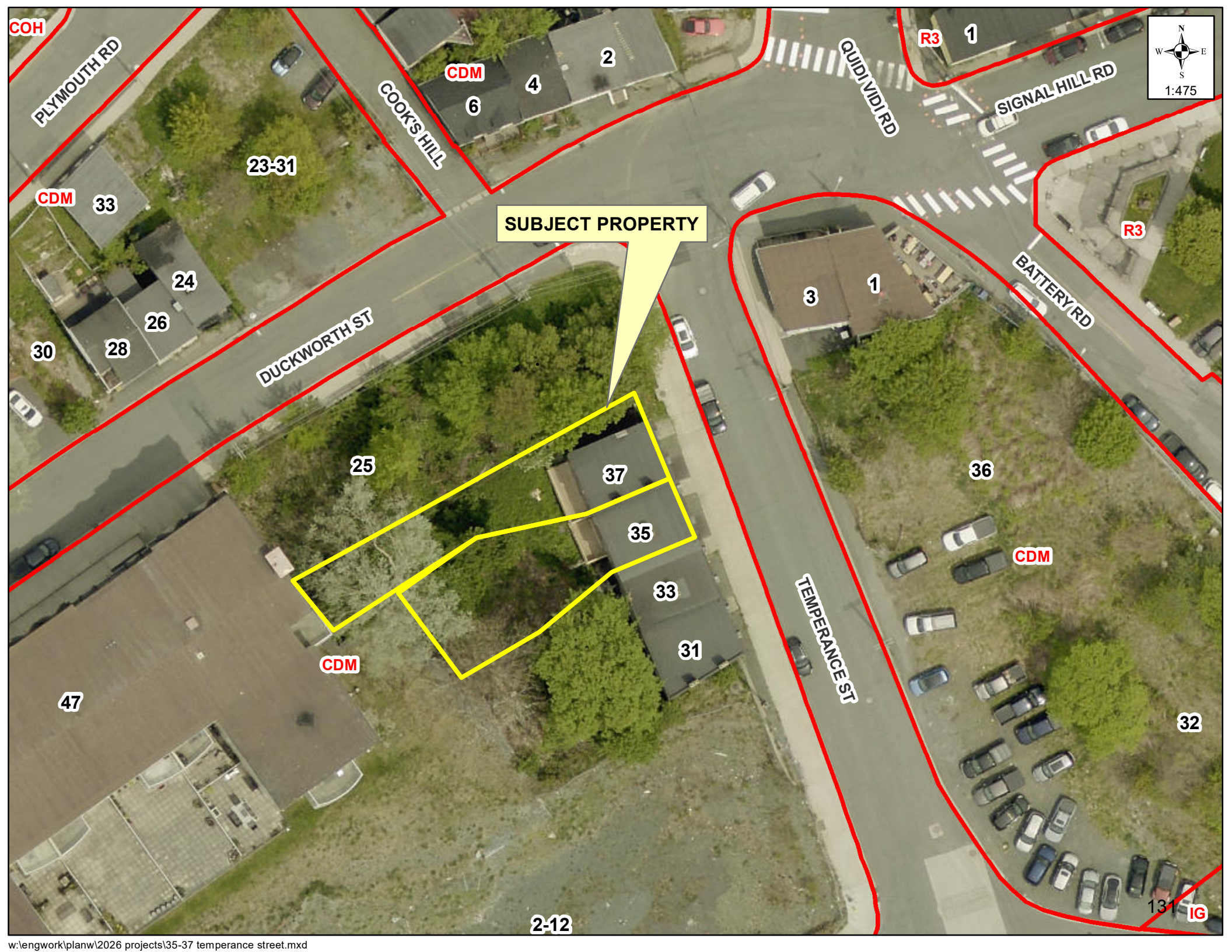
**Report Approval Details**

Document Title:	35 and 37 Temperance Street - REN2500552 and REN2500553 - Designated Heritage Buildings.docx
Attachments:	- 35-37 TEMPERANCE STREET.pdf - Statement of Significance - The Four Sisters.pdf - Photos.pdf
Final Approval Date:	Mar 31, 2026

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

**Ken O'Brien - Mar 31, 2026 - 12:39 PM**

**Jason Sinyard - Mar 31, 2026 - 3:54 PM**



**SUBJECT PROPERTY**

PLYMOUTH RD

COOK'S HILL

QUIDVIDI RD

SIGNAL HILL RD

DUCKWORTH ST

BATTERY RD

TEMPERANCE ST

COH

CDM

R3

R3

CDM

CDM

131 IG

23-31

CDM

33

24

26

30

28

25

37

35

33

31

47

36

32

2-12

## Statement of Significance



### **31, 33, 35 and 37 Temperance Street – The Four Sisters**

#### **Formal Recognition Type**

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

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

The Four Sisters, located at 31, 33, 35 and 37 Temperance Street, are a series of three-storey, stone row houses. They are built on a steep hill and slope down toward St. John's Harbour, and are situated in one of St. John's three Heritage Areas. The designation is confined to the footprints of all four of the buildings.

#### **Heritage Value**

The Four Sisters have been designated as Municipal Heritage Buildings because of their historic and aesthetic values. Architecturally, these houses are historically significant because of their rarity within the city as stone, row housing from the 1900s era. They are also significant for their associations with builder Samuel Garrett. Garrett was a prominent Newfoundland stonemason and began construction of the houses in 1893 as wedding gifts for his four daughters. Following the construction of numbers 31 and 33 Garrett began the project for which he became best known, the building of Cabot Tower. Cabot Tower was built in 1897 to commemorate Queen Victoria's Diamond Jubilee and the 400th anniversary of John Cabot's (Giovanni Caboto) explorations in the New World and is the site of Guglielmo Marconi's first transatlantic wireless signal in 1901. The aesthetic value of these buildings can be seen in their construction and design and unique materials. Surplus stone from Cabot Tower and, additionally, stone from the demolished St. George's Hospital were used in the building of the Temperance Street Houses. As they are today, the Four Sisters stand as a testament to the quality of craftsmanship associated with all of Garrett's work. In addition to their renowned associated builder, these houses are valuable because they are one of the only remaining set of original stone buildings in the area. Built in a bedrock cliff, these Second Empire style houses were each made to be three-storeys tall, yet only two storeys are visible from the street. Two-foot thick stone was used to make the walls of these buildings and an air gap between the stone and the interior wooden framework provided insulation and protection from rot. The pedimented, peaked dormers located along the eaves of the Mansard roof are quite decorative, typical of the Second Empire style. Upon building the houses, Garrett effectively personalized each one by choosing different types of

decorative moulding to frame each of the entranceways. Aesthetically, these houses are significant because of their close locality to Cabot Tower and, additionally, their locality within the downtown district. Since these houses were built by the same man using the same stone as was used to build Cabot Tower, many view these houses as being historically linked with Cabot Tower. Their location at the bottom of Signal Hill serves as an indicator to residents and tourists of the quality of craftsmanship to be found in Cabot Tower itself. The location of the houses in the downtown district is also valuable because these houses are among the last post-fire residential buildings left in this area. Source: City of St. John's, Meeting held 1989/07/21

**Character Defining Elements**

All original features which relate to the age and style, including:

- original cut stone surplus from Cabot tower and St. Georges Hospital;

all features typical of the Second Empire style including:

- peaked pedimented dormers, mansard roof, dentil decoration, etc.;
- all original windows and doors; -original decorative moulding around each of the main doorways;
- decorative brickwork around windows;
- original brick pilasters;
- original stone sills;
- location and size of peaked dormers;
- location of window and door openings; and
- location orientation and dimensions.

**Location and History**

Community	St. John's
Municipality	City of St. John's
Civic Address	31, 33, 35, 37 Temperance Street
Construction	1893 - 1903
Builder	Samuel Garrett
Style	Rectangular Short Façade

**Additional Photos**





Pre - Renovation Google Photo

Bruce Best



35 Temperance St. Oct 28/22 Bruce Guy

No. 10

## Decision Note

**Title:** City Council Summer Meeting Schedule 2026

**Date Prepared:** March 30, 2026

**Report To:** Regular Meeting of Council

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

**Ward:** N/A

**Decision/Direction Required:**

Seeking Council approval to implement the bi-weekly summer schedule for Regular, Special and Committee of the Whole (CotW) meetings.

**Discussion – Background and Current Status:**

As per [Section 5 of the Rules of Procedure](#) and Section 39(1) of the City of St. John's Act cited below, weekly meetings are not required during the months of July and August:

39. (1) There is to be a meeting of the council for consideration of the general business of the city at least once a week, except during the months of July and August.

Based on the above, the following is the proposed summer schedule:

Regular/Special Meetings (bi-weekly)	Committee of the Whole
<ul style="list-style-type: none"> <li>• Tuesday, July 14<sup>th</sup>, 2026</li> <li>• Tuesday, July 28<sup>th</sup>, 2026</li> <li>• Tuesday, August 11<sup>th</sup>, 2026</li> <li>• Tuesday, August 25<sup>th</sup>, 2026</li> </ul>	<ul style="list-style-type: none"> <li>• At the call of Council or Senior Executive as deemed necessary.</li> </ul>

The regular weekly schedule, alternating Regular and Committee of the Whole, will resume after Labour Day, September 7<sup>th</sup>, with a Regular Meeting of Council on Tuesday September 8<sup>th</sup>, 2026.

**Key Considerations/Implications:**

1. Budget/Financial Implications: N/A

2. Partners or Interested Parties: St. John's Municipal Council, City Staff, and Residents

3. Is this a New Plan, Master Plan, Strategy, Report, or Framework: No

If yes, please select the type of document: Select document type

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.

5. Alignment with Adopted Plans: N/A

6. Accessibility and Inclusion: N/A

7. Legal or Policy Implications: City of St. John's Act, Rules of Procedure By-Law

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 summer schedule for Regular and Special meetings as proposed, with Committee of the Whole (CotW) meetings not being scheduled except at the call of Council or Senior Executive should such be deemed necessary.

**Prepared by: Theresa Walsh, City Clerk**

**Approved by:**

## Decision Note

**Title:** 746 Blackmarsh Road – MPA2400011 - Adoption

**Date Prepared:** March 31, 2026

**Report To:** Regular Meeting of Council

**Councillor and Role:** Councillor Tom Davis, Planning

**Ward:** Ward 3

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### **Decision/Direction Required:**

Following provincial release of the proposed amendments for 746 Blackmarsh Road, Council may now adopt Envision St. John's Municipal Plan Amendment Number 22, 2026 and Envision St. John's Development Regulations Amendment Number 72, 2026, and proceed to a commissioner's public hearing.

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

At its December 10, 2024 regular meeting, Council decided to consider rezoning a portion of land at 746 Blackmarsh Road from the Rural Residential (RR) Zone to the Apartment 1 (A1) Zone. A Municipal Plan amendment is also required, to re-designate the land from the Urban Expansion District to the Residential District. The land is owned by the provincial government. The Province is considering selling the front of the parcel between Blackmarsh Road and the Team Gushue Highway for an affordable housing development that includes three apartment buildings for a total of 45 units. Should the application proceed, the land will be subdivided, and only the portion to be developed will be rezoned.

The proposed amendment was advertised three times in *The Telegram* and on the City's website and posted at City Hall and the City Hall Annex. A project page was created on the Planning Engage web page. Submissions received are included for Council's review. A summary of the submissions is found in the attached amendment.

The NL Department of Municipal and Community Affairs has reviewed and released the amendments. Should Council decide to adopt them, a public hearing is required. The tentative date is Wednesday, May 6, 2026, at 7 p.m. at City Hall. This will be a hybrid public hearing – people can attend in person or virtually using Zoom. It is recommended that Council appoint Marie Ryan, a member of the City's commissioner list, to conduct the hearing. If no submissions are received by two days beforehand, the City may cancel the hearing.

Following the hearing, the amendments will be brought back to Council with the commissioner's report for consideration of approval.

**Key Considerations/Implications:**

1. Budget/Financial Implications: Not applicable.
2. Partners or Interested Parties: Neighbouring residents and property owners.
3. Is this a New Plan, Master Plan, Strategy, Report, or Framework: 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 and Development Regulations.
6. Accessibility and Inclusion: Not applicable.
7. Legal or Policy Implications: Map amendments to the Municipal Plan and Development Regulations are required.
8. Privacy Implications: Not applicable.
9. Engagement and Communications Considerations: The public hearing will be advertised in accordance with the Development Regulations.
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 adopt the attached resolutions for Envision St. John's Municipal Plan Amendment Number 22, 2026 and Envision St. John's Development Regulations Amendment Number 72, 2026, and appoint Marie Ryan as commissioner for a public hearing on the amendments. The proposed date is Wednesday, May 6, 2026, at 7 p.m. at City Hall.

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

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

## Report Approval Details

Document Title:	746 Blackmarsh Road - MPA2400011 - Adoption.docx
Attachments:	- MPA2400011-746 BLACKMARSH ROAD.pdf - MP Amend No. 22 and DR Amend No. 72, 2026 - 746 Blackmarsh Road - MAP (amc).pdf
Final Approval Date:	Apr 1, 2026

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

**Ken O'Brien - Apr 1, 2026 - 9:16 AM**

**Jason Sinyard - Apr 1, 2026 - 10:51 AM**



SUBJECT PROPERTY

CDA9

AREA TO BE REZONED

OR

RUR

RR

R1

R1

R1

R1

R1

R1

R1

R1

R1

O

O

O

TEAM GUSHUE HWY - SOUTH

TEAM GUSHUE HWY - NORTH

BLACKMARSH RD

BELLEVUE CRES

FRECKER DR

GANDER CRES

CANADA DR

HOPEALL ST

CONRAN ST

# **City of St. John's Municipal Plan, 2021**

**St. John's Municipal Plan Amendment Number 22, 2026**

**Urban Expansion Land Use District to  
Residential Land Use District  
746 Blackmarsh Road**

**December 2025**



**URBAN AND RURAL PLANNING ACT, 2000**

**RESOLUTION TO ADOPT**

**ST. JOHN'S Municipal Plan, 2021**

**Amendment Number 22, 2026**

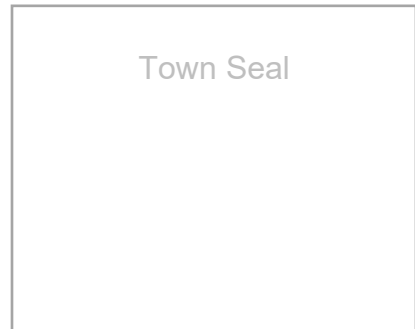
Under the authority of section 16 of the *Urban and Rural Planning Act, 2000*, the City Council of St. John's adopts the St. John's Municipal Plan Amendment Number 22, 2026.

Adopted by the City Council of St. John's on the \_\_\_\_ day of [Click or tap to enter a date..](#)

Signed and sealed this \_\_\_\_ day of \_\_\_\_\_.

Mayor: \_\_\_\_\_

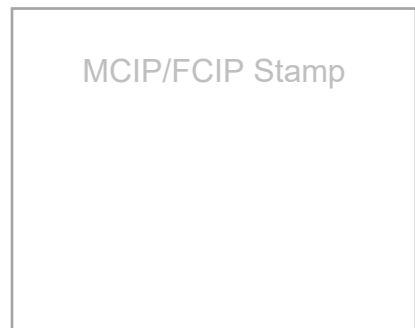
Clerk: \_\_\_\_\_



**Canadian Institute of Planners Certification**

I certify that the attached St. John's Municipal Plan Amendment Number 22, 2026 has been prepared in accordance with the requirements of the *Urban and Rural Planning Act, 2000*.

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



**URBAN AND RURAL PLANNING ACT, 2000**

**RESOLUTION TO APPROVE**

**St. John's Municipal Plan, 2021**

**Amendment Number 22, 2026**

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

1. Adopted the St. John's Municipal Plan Amendment Number 22, 2026 on the \_\_\_\_ day of Click or tap to enter a date.;
2. Gave notice of the adoption of the St. John's Municipal Plan Amendment Number 22, 2026 by way of an advertisement inserted in the Telegram newspaper on the \_\_\_\_ day of Click or tap to enter a date., on the \_\_\_\_ day of Click or tap to enter a date., and on the \_\_\_\_ day of Click or tap to enter a date.; and
3. Set the \_\_\_\_ day of Click or tap to enter a date. at 7:00 p.m. at the St. John's City Hall in the City of St. John's for the holding of a public hearing to consider objections and submissions.

Now, under section 23 of the *Urban and Rural Planning Act, 2000*, the City Council of St. John's approves the St. John's Municipal Plan Amendment Number 22, 2026 on the \_\_\_\_ day of Click or tap to enter a date. as \_\_\_\_\_.

Signed and sealed this \_\_\_\_ day of \_\_\_\_\_.

Mayor: \_\_\_\_\_

Clerk: \_\_\_\_\_



**Canadian Institute of Planners Certification**

I certify that the attached City of St. John's Municipal Plan Amendment Number 22, 2026 has been prepared in accordance with the requirements of the *Urban and Rural Planning Act, 2000*.

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



<b>Municipal Plan/Amendment</b>	
<b><u>REGISTERED</u></b>	
Number	_____
Date	_____
Signature	_____

# CITY OF ST. JOHN'S

## Municipal Plan Amendment Number 22, 2026

### BACKGROUND AND ANALYSIS

#### Background

The City has received an application from the NL Department of Transportation and Infrastructure on behalf of Tucker Group Inc., to rezone land at 746 Blackmarsh Road from the Rural Residential (RR) Zone to the Apartment 1 (A1) Zone for a Cluster Development. The applicant is proposing to develop three Apartment Buildings with a total of approximately 45 units and a building height of approximately 12 metres. A Municipal Plan amendment is required to redesignate the property from the Urban Expansion District to the Residential District.

This will be an affordable housing project. The applicant is the recipient of Newfoundland and Labrador Housing Corporation's Affordable Rental Housing Program. The full parcel contains land that extends over 550 metres from Blackmarsh Road toward George's Pond. The province is considering divesting the front of the parcel between Blackmarsh Road and the Team Gushue Highway for this proposed development. Should the application proceed, the land will be subdivided and only the portion to be developed will be rezoned.

#### Analysis

The Envision St. John's Municipal Plan maintains a number of policies that recommend developments which increase density within existing neighbourhoods. The Growth and Development Strategy is achieved through the identification of undeveloped areas that are able to accommodate future, well-planned growth, with an emphasis on encouraging intensification. Further, the City shall preserve the pattern and scale of development in established residential neighbourhoods and work to improve amenities such as services, parks, recreation and pedestrian trail networks. The Cowan Heights Neighbourhood Plan, while only in draft form at present, contemplates this area of Blackmarsh Road as being high-density, including apartment building forms, with pedestrian improvements and increase connectivity to existing recreational amenities. This application is in line with the Municipal Plan, as well as the future vision of this neighbourhood.

The Municipal Plan recognizes that in order to have a City of healthy, walkable neighbourhoods with access to local services, a greater mix of uses and higher density residential development will be required to support such initiatives.

Policies that recommend increased density include:

Policy 4.1.2 - Enable a range of housing to create diverse neighbourhoods that include a mix of housing forms and tenures, including single, semi-detached, townhousing,

medium and higher density and mixed-use residential developments.

Policy 4.3.2 - Ensure that infill development complements the existing character of the area.

Policy 4.4.1 - Ensure that the review of development proposals considers how new development may affect abutting properties and uses.

Policy 8.4.2 - Recognize and protect established residential areas. Support the retention of existing housing stock, with provision for moderate intensification, in a form that respects the scale and character of the neighbourhood.

746 Blackmarsh Road is a vacant, primarily treed lot. A portion of the lot was cleared between 2015 and 2017, but no buildings were developed at that time. Within the A1 Zone, the maximum building height is 14 metres and the applicant is proposing building with an approximate building height of 12 metres. This is a similar height to existing dwellings in the area and will blend with the existing housing form. The development will introduce a new housing form to this neighbourhood, which will create a more diverse neighbourhood for new residents or existing residents looking to downsize and remain within the neighbourhood. The proposed development is considered a moderate intensification and is in line with the St. John's Municipal Plan.

## **PUBLIC CONSULTATION**

The proposed Municipal Plan and Development Regulations amendment was advertised on three occasions in The Telegram newspaper on November 21, November 28 and December 5, 2025. A notice of the amendment was also mailed to property owners within 150 metres of the application site, posted on the City's website and posted in two conspicuous places in the area affected. Background information on the amendment is available on the Engage St. John's project page.

The City determined that this consultation effort is reflective of the size, structure and complexity of planning and policy issues under consideration for the proposed amendments.

Feedback on the proposal has been generally supportive with residents noting there is a need for this form of housing, and in particular affordable housing. However, others suggest other parts of the City or neighbourhood may be more appropriate for Apartment Buildings and request to retain the treed areas. There are concerns that Blackmarsh Road is not optimal for residents needing to use public transportation and others suggested intersection improvements to accommodate the new development.

Should the development proceed, the applicant will be required to provide an accessible path of travel from the access intersection/public right of way to building entrances and exits. Further, the City recommends improvements to pedestrian connections and crossing on Blackmarsh Road as part of ongoing capital works projects. This will help improve access from the proposed development to amenities such as transit,

commercial areas, and parks and open spaces. The proposed development meets the City's landscape requirements. Further, the applicant proposes retaining the existing trees at the rear of the lot.

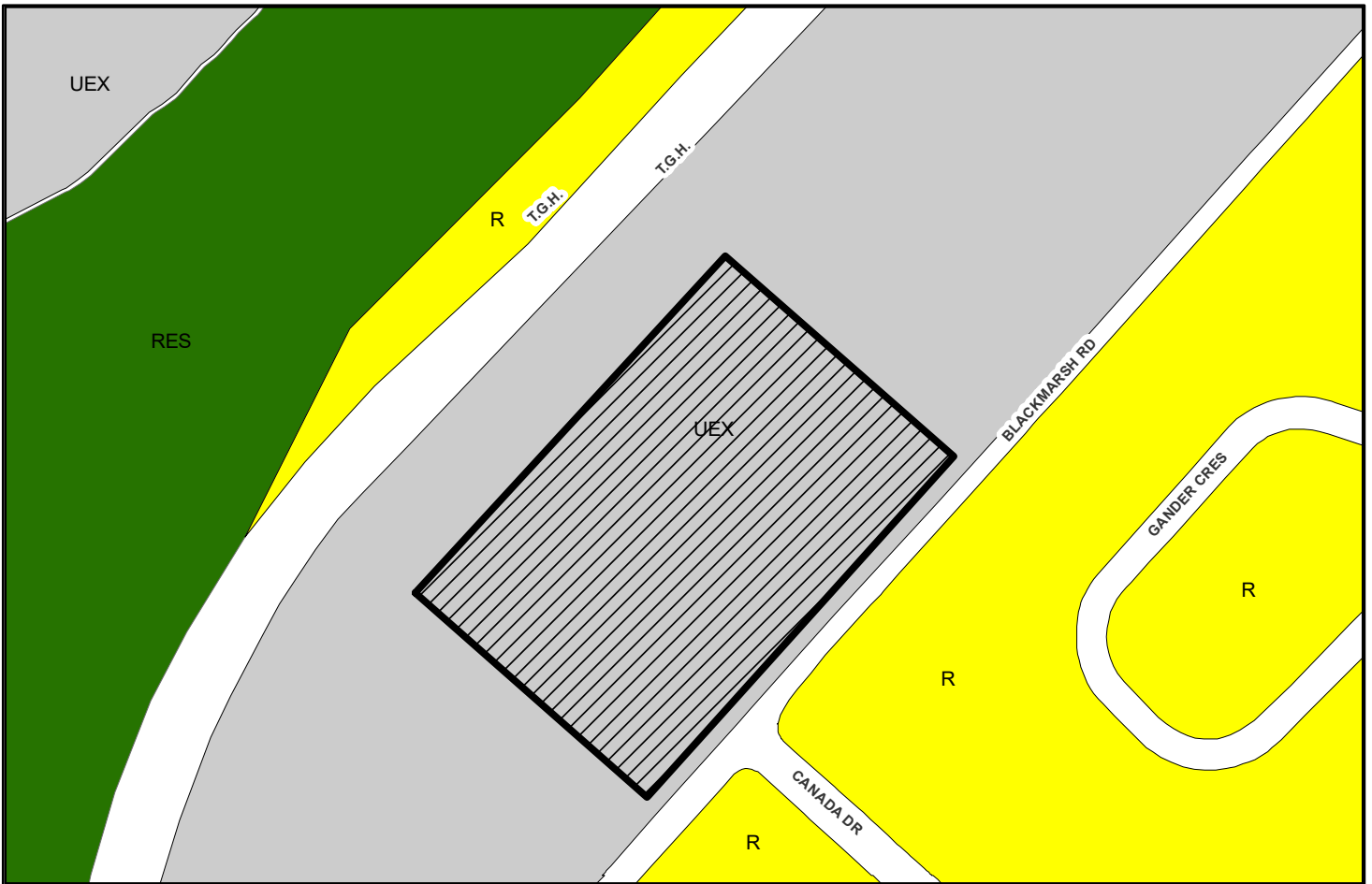
#### **ST. JOHN'S URBAN REGION REGIONAL PLAN**

The proposed amendment is in line with the St. John's Urban Region Regional Plan. The subject property is within the Urban Development designation of the Regional Plan. An amendment to the St. John's Urban Region Regional Plan is not required.

#### **ST. JOHN'S MUNICIPAL PLAN AMENDMENT NUMBER 22, 2026**

The St. John's Municipal Plan, 2021 is amended by:

- 1. Redesignating land at the front of 746 Blackmarsh Road [Parcel ID# 44306] from the Urban Expansion Land Use District to the Residential Land Use District as shown on Future Land Use Map P-1 attached.**




**CITY OF ST. JOHN'S  
MUNICIPAL PLAN  
Amendment No. 22, 2026**

2025 11 26 Scale: 1:2500  
City of St. John's  
Department of Planning, Development  
& Regulatory Services

Future Land Use Map P-1

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

 AREA PROPOSED TO BE REDESIGNATED FROM  
URBAN EXPANSION (UEX) LAND USE DISTRICT  
TO RESIDENTIAL (R) LAND USE DISTRICT

**746 BLACKMARSH ROAD.  
Parcel ID 44306**

\_\_\_\_\_  
M.C.I.P. signature and seal

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Council Adoption

Municipal Plan/Amendment  
**REGISTERED**

Number \_\_\_\_\_  
Date \_\_\_\_\_  
Signature \_\_\_\_\_

Provincial Registration

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

## St. John's Development Regulations Amendment Number 72, 2026

Rural Residential (RR) Zone  
to the Apartment 1 (A1) Zone  
746 Blackmarsh Road

December 2025



**URBAN AND RURAL PLANNING ACT, 2000**

**RESOLUTION TO ADOPT**

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

**Amendment Number 72, 2026**

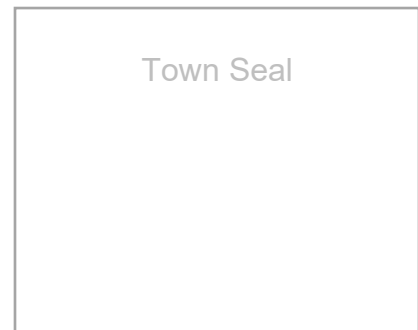
Under the authority of section 16 of the *Urban and Rural Planning Act, 2000*, the City Council of St. John's adopts the St. John's Development Regulations Amendment Number 72, 2026.

Adopted by the City Council of St. John's on the \_\_\_\_ day of [Click or tap to enter a date..](#)

Signed and sealed this \_\_\_\_ day of \_\_\_\_\_.

Mayor: \_\_\_\_\_

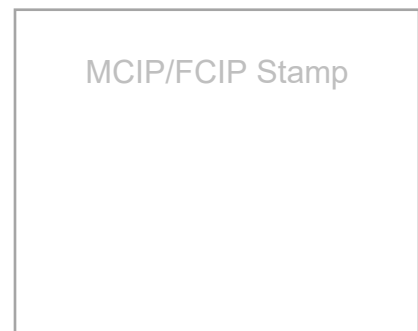
Clerk: \_\_\_\_\_



**Canadian Institute of Planners Certification**

I certify that the attached St. John's Development Regulations Amendment Number 72, 2026 has been prepared in accordance with the requirements of the *Urban and Rural Planning Act, 2000*.

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



**URBAN AND RURAL PLANNING ACT, 2000**

**RESOLUTION TO APPROVE**

**St. John's Development Regulations, 2021**

**Amendment Number 72, 2026**

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

1. Adopted the St. John's Development Regulations Amendment Number 72, 2026 on the \_\_\_\_ day of Click or tap to enter a date.;
2. Gave notice of the adoption of the St. John's Development Regulations Amendment Number 72, 2026 by way of an advertisement inserted in the Telegram newspaper on the \_\_\_\_ day of Click or tap to enter a date., on the \_\_\_\_ day of Click or tap to enter a date. , and on the \_\_\_\_ day of Click or tap to enter a date.; and
3. Set the \_\_\_\_ day of Click or tap to enter a date. at 7:00 p.m. at the St. John's City Hall in the City of St. John's for the holding of a public hearing to consider objections and submissions.

Now, under section 23 of the *Urban and Rural Planning Act, 2000*, the City Council of St. John's approves the St. John's Development Regulations Amendment Number 72, 2026 on the \_\_\_\_ day of Click or tap to enter a date. as \_\_\_\_\_.

Signed and sealed this \_\_\_\_ day of \_\_\_\_\_.

Mayor: \_\_\_\_\_

Clerk: \_\_\_\_\_



**Canadian Institute of Planners Certification**

I certify that the attached City of St. John's Development Regulations Amendment Number 72, 2026 has been prepared in accordance with the requirements of the *Urban and Rural Planning Act, 2000*.

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



Development Regulations/Amendment	
<b><u>REGISTERED</u></b>	
Number	_____
Date	_____
Signature	_____

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

### **Development Regulations Amendment Number 72, 2026**

#### **BACKGROUND**

The City has received an application from the NL Department of Transportation and Infrastructure on behalf of Tucker Group Inc., to rezone land at 746 Blackmarsh Road from the Rural Residential (RR) Zone to the Apartment 1 (A1) Zone for a Cluster Development. The applicant is proposing to develop three Apartment Buildings with a total of approximately 45 units and a building height of 12 metres.

This will be an affordable housing project. The applicant is the recipient of Newfoundland and Labrador Housing Corporation's Affordable Rental Housing Program. The full parcel contains land that extends over 550 metres from Blackmarsh Road toward George's Pond. The province is considering divesting the front of the parcel between Blackmarsh Road and the Team Gushue Highway for this proposed development. Should the application proceed, the land will be subdivided and only the portion to be developed will be rezoned.

This amendment implements St. John's Municipal Plan Amendment 22, 2026, which is being processed concurrently.

#### **PUBLIC CONSULTATION**

The proposed Municipal Plan and Development Regulations amendment was advertised on three occasions in The Telegram newspaper on November 21, November 28 and December 5, 2025. A notice of the amendment was also mailed to property owners within 150 metres of the application site, posted on the City's website and posted in two conspicuous places in the area affected. Background information on the amendment is available on the Engage St. John's project page.

The City determined that this consultation effort is reflective of the size, structure and complexity of planning and policy issues under consideration for the proposed amendments.

Feedback on the proposal has been generally supportive with residents noting there is a need for this form of housing, and in particular affordable housing. However, others suggest other parts of the City or neighbourhood may be more appropriate for Apartment Buildings and request to retain the treed areas. There are concerns that Blackmarsh Road is not optimal for residents needing to use public transportation and others suggested intersection improvements to accommodate the new development.

Should the development proceed, the applicant will be required to provide an accessible path of travel from the access intersection/public right of way to building entrances and exits. Further, the City recommends improvements to pedestrian connections and

crossing on Blackmarsh Road as part of ongoing capital works projects. This will help improve access from the proposed development to amenities such as transit, commercial areas, and parks and open spaces. The proposed development meets the City's landscape requirements. Further, the applicant proposes retaining the existing trees at the rear of the lot.

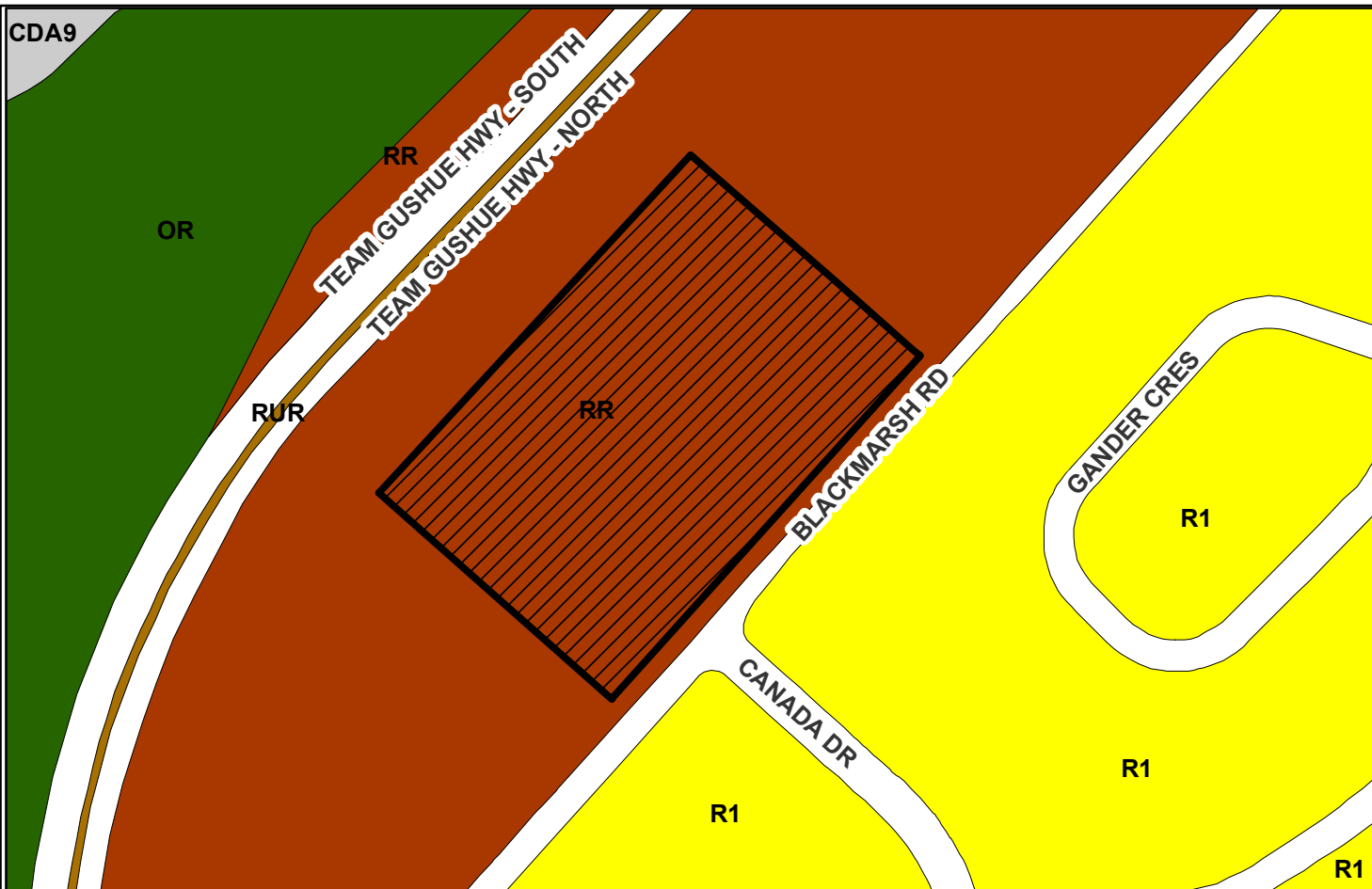
#### **ST. JOHN'S URBAN REGION REGIONAL PLAN**

The proposed amendment is in line with the St. John's Urban Region Regional Plan. The subject property is within the Urban Development designation of the Regional Plan. An amendment to the St. John's Urban Region Regional Plan is not required.

#### **ST. JOHN'S DEVELOPMENT REGULATIONS AMENDMENT NUMBER 72, 2026**

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

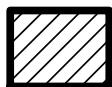
- 1. Rezoning land at the front of 746 Blackmarsh Road [Parcel ID# 44306] from the Residential Rural (RR) Zone to the Apartment 1 (A1) Zone as shown on City of St. John's Zoning Map attached.**



**CITY OF ST. JOHN'S  
DEVELOPMENT REGULATIONS  
Amendment No. 72, 2026**  
[City of St. John's Zoning Map]

2025 11 26 Scale: 1:2500  
City of St. John's  
Department of Planning, Development  
& Regulatory Services

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



AREA PROPOSED TO BE REZONED FROM  
RURAL RESIDENTIAL (RR) LAND USE ZONE  
TO APARTMENT 1 (A1) LAND USE ZONE

746 BLACKMARSH ROAD  
Parcel ID 44306

\_\_\_\_\_  
M.C.I.P. signature and seal

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Council Adoption

Development Regulations/Amendment

**REGISTERED**

Number \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

Provincial Registration

**Theresa K. Walsh**

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**From:** [REDACTED]  
**Sent:** Friday, November 21, 2025 11:58 PM  
**To:** CityClerk  
**Subject:** 746 Blackmarsh comments

[REDACTED]

Growing up in Cowan Heights I remember looking up at the lush forest off Blackmarsh Road and being grateful it was there. The sight of those trees let my little mind know the world was more than just streets and cars and houses and malls and corner stores. That despite all the development and growth, we still lived in a natural world.

I've visited my parents in Cowan Heights countless times over the ensuing [REDACTED] years and I looked up at those same hills every time. That magnificent cluster of evergreens appeared thinner and more sparse every time I turned my eyes towards it.

Today, the view that used to bring my young soul such relief is now hampered by a four-lane highway. The endless rows of old growth trees have become a sea of sloping rooftops. The evening sun used to cast its rays over an entire forest of deep, dark, natural greens. Now when the sun goes down, its the reflective paint on a neon highway sign that catches its dying light.

The mighty trees that used to occupy those grounds were a reminder of what's real, and what's not. They were felled by the hand of a person who was convinced their absence would prove more valuable than their presence. It has not.

I recognize people need somewhere to live. But in answering that need, we must first ensure our environment is one worth living in.

I implore all those involved to look around at this city we all call home, to carefully weigh what's been gained against what's been lost. And to seriously consider whether we want to live in a natural world, or continue building an unnatural one.

**Theresa K. Walsh**

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**From:** [REDACTED]  
**Sent:** Friday, November 21, 2025 7:28 PM  
**To:** CityClerk  
**Subject:** 746 Blackmarsh Road Development

[REDACTED]

To whom it may concern,

I live at [REDACTED] and I personally think more affordable housing is needed in the city however, I do not believe this is the right location. Closer to the Village Mall or closer to shops would be a better location as most lower income people struggle with transportation. While there's bus stops on Canada Drive, our public transportation system is not optimal for most. It will make getting groceries and other necessities for most people to be very challenging.

Overall I think it is a poor location and would be better suited for other areas of town.

[REDACTED]

**Theresa K. Walsh**

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**From:** Engage  
**Sent:** Monday, November 24, 2025 3:14 PM  
**To:** CityClerk  
**Subject:** FW: New Planning Application Open for Feedback until December 9

**Victoria Etchegary** | She/Her

Manager, Organizational Performance and Strategy

Department of Finance and Corporate Services, City of St. John's

Tel: (709) 576-8510

Cell: (709) 728-7062

Email: [vetchegary@stjohns.ca](mailto:vetchegary@stjohns.ca)

ST. JOHN'S

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**From:** [REDACTED]  
**Sent:** Monday, November 24, 2025 11:40 AM  
**To:** Engage <[engage@stjohns.ca](mailto:engage@stjohns.ca)>  
**Subject:** Re: New Planning Application Open for Feedback until December 9

**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.

excellent

On Mon, Nov 24, 2025 at 11:08 AM Engage St. John's <[engage@stjohns.ca](mailto:engage@stjohns.ca)> wrote:



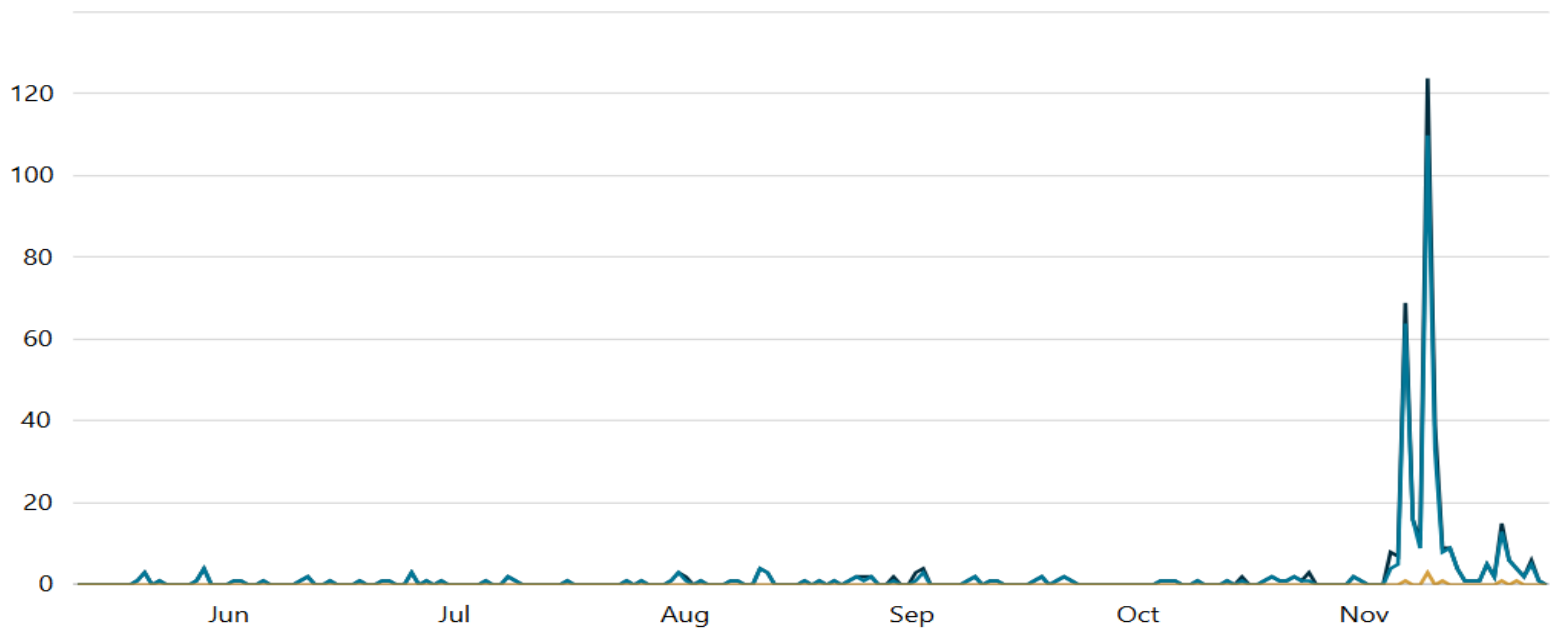


Planning St. John's

[EngageStJohns.ca](http://EngageStJohns.ca) Report

746 Blackmarsh Road

<b>440</b> Views	<b>394</b> Visits	<b>332</b> Visitors	<b>7</b> Contributions	<b>7</b> Contributors	<b>8</b> Followers
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December 2025

1

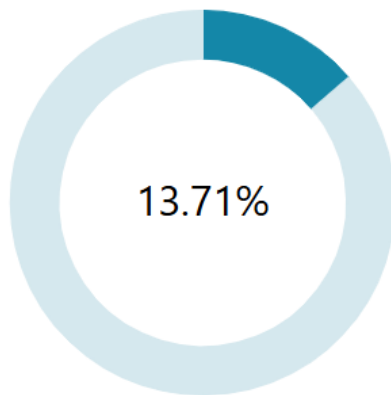
Types of visitors:

- 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 2<sup>nd</sup>, 2025. In addition to statistics noted above, there were 24 page visits on the previous platform prior to the transition.

### 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.



**396**  
Total Downloads

# of times documents on the project page were downloaded

<b>Comments (verbatim)</b>	<b>What is your overall feedback of this application?</b>
We need more housing. Bring it on !	Support
I am in support of this rezoning and the proposed development. We clearly need more affordable housing, and this relatively central location is an excellent place for the same.	Support
I think more affordable housing is a positive thing, and this project should be pursued, as long as there are no negative environmental consequences.	Support
So great to see more affordable housing going up! Is there any plan to improve the bus service to this area?	Support
This seems like a natural evolution of the type of housing development needed in this area. I live in the west end of Cowan Heights. My concern is with the intersection at the top of Canada Drive. This is already a very busy intersection at certain times day, especially during morning and evening rush hours. It's dangerous for anyone needing to turn left from Canada Drive onto Blackmarsh Road. It will be the same for anyone leaving the new lot. New traffic signals will be needed, preferably traffic-activated so that vehicles travelling along Blackmarsh Rd. won't be needlessly forced to stop when traffic is slower.	Support

I think this is a good projected well needed	Support
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<b>Public Q&amp;A Questions (verbatim)</b>	<b>Question Details (verbatim)</b>	<b>Public Response</b>
Expansion of Blackmarsh Road in this area	The area of Blackmarsh Road where this is proposed is notorious for it's narrow road and no sidewalk/SUP. If this development were to go ahead, it would create a significant increase in foot traffic along this part of the road to access bus stops (Canada Drive/Hopeall) and the Marie's (Freckler). Is there any plan to go along with this project to widen this roadway and add in sidewalks/crosswalks/shared-use path?	Thank you for your question. If the development proceeds, the applicant will be required to provide an accessible path of travel the access intersection/public right of way near Canada Drive to entrances and exits. Further, the City is in the process of completing a Neighbourhood Plan for Cowan Heights. Transportation recommendations for Blackmarsh Road include improving pedestrian connections and crossings. The Plan recommendations can be found on Page 40 of the Report.

## Decision Note

<b>Title:</b>	2026 Community Grant - National Indigenous Peoples Day
<b>Date Prepared:</b>	March 30, 2026
<b>Report To:</b>	Regular Meeting of Council
<b>Councillor and Role:</b>	Councillor Jill Bruce, Community Services
<b>Ward:</b>	N/A

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**Decision/Direction Required:** Seeking Council approval of a Special Events and Festivals grant for 2026 National Indigenous Peoples Day, organized by First Light.

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

First Light have submitted an application for a Special Events and Festivals grant for 2026 National Indigenous Peoples Day. This large-scale outdoor event brings together over 500 participants and continues to grow each year. The event creates a welcoming and inclusive space for Indigenous and non-Indigenous community members to gather, celebrate, and engage in cultural exchange.

The grant committee have agreed to review the late application and have recommended it be approved in the amount of \$8000.

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

1. Budget/Financial Implications: All monies are approved under the 2026 Grant Allocation budget program.
2. Partners or Interested Parties: First Light.
3. Is this a New Plan, Master Plan, Strategy, Report, or Framework: No
4. Alignment with Strategic Directions:

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

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

5. Alignment with Adopted Plans: 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 Special Events and Festivals grant for 2026 National Indigenous Peoples Day, organized by First Light.

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

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

## Information Note

<b>Title:</b>	2026 Municipal Open House
<b>Date Prepared:</b>	April 1, 2026
<b>Report To:</b>	<b>Regular Council Meeting</b>
<b>Councillor and Role:</b>	Councillor Jill Bruce, Community Services
<b>Ward:</b>	N/A

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### Issue:

The City of St. John's will host a Municipal Open House at various City sites and facilities on Sunday, May 3, 2026, in recognition of Municipal Awareness Week.

### Discussion – Background and Current Status:

In fall 2024, the City of St. John's hosted its first Municipal Open House. The event was well received by residents and staff, with approximately 1,000 residents visiting six City sites and facilities. In 2025, 10 facilities participated, and approximately 1,500 residents attended. The Municipal Open House provides an opportunity to showcase City facilities and to inform residents about municipal operations.

Seven City facilities are currently confirmed to participate in this year's event. The Municipal Open House is a free, family-friendly event that is open to all ages. The event is promoted on the City website and through the City's social media channels.

Participating sites include:

#### **City Archives** - 10:00 a.m. to 1:00 p.m.

Visitors are invited to learn about the City's history at the Archives through a guided tour. Attendees will have the opportunity to view archival materials (including maps, photographs, ledgers, and Council minutes) and to see the archival stacks.

#### **Robin Hood Bay Waste Management Facility**- 10:00 a.m. to 1:00 p.m.

Residents are invited to learn about waste management processes and to participate in a guided bus tour highlighting the environmental features of the Robin Hood Bay Waste Management Facility.

**City Hall** - 12:00 p.m. to 3:00 p.m.

City Hall will offer a self-guided tour, including the Council Chambers and the civic art collection in Wyatt Hall. Visitors will have the opportunity to sit in the mayoral chair, learn about the Council meeting process, and view the ceremonial mace. Information tables and activities will also be available from Engagement, Parking, and Occupational Health and Safety.

**Central Fire Station**-10:00 a.m. to 1:00 p.m.

The Central Fire Station will offer a self-guided tour. Visitors can learn about fire safety and view fire apparatus, with opportunities for photographs.

**Kenmount Terrace Community Centre**- 1:00 p.m. to 2:30 p.m.

The Kenmount Terrace Community Centre will offer open play in the gym, along with a craft table and a sensory area. Staff will be available to answer questions regarding programs and services.

**H.G.R. Mews Community Centre** – various times

The H.G.R. Mews Community Centre will host an open house from 10:00 a.m. to 12:00 p.m., featuring large-format games, a craft area, a sensory zone, and a bouncy castle. Adaptive equipment will be on display, and staff will be available to answer questions. Visitors may also access the walking track at no cost from 9:00 a.m. to 1:00 p.m. The facility will offer a free open gym session from 7:00 p.m. to 9:00 p.m. for court sports.

**Paul Reynolds Community Centre**- 4:30 p.m. to 6:30 p.m.

The facility will offer a free open gym session from 4:30 p.m. to 6:30 p.m. for court sports.

**Rotary Park**- 10:00 a.m. to 1:00 p.m.

Outdoor activity stations will be available from 10:00 a.m. to 1:00 p.m., including archery, hut construction, slackline activities, and other outdoor experiences. Programming at this location is weather dependent.

**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:

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. Information Management Implications: N/A

14. Other Implications: N/A

**Conclusion/Next Steps:**

Council is requested to share information about the Municipal Open House and to encourage residents of St. John's to participate and attend.

**Prepared by: Kim Cooper, Fieldworker, Tourism, Culture and Business Growth**

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