

**AGENDA
REGULAR MEETING**

**March 9, 2020
4:30 p.m.**

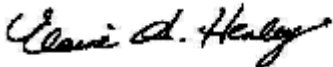
ST. JOHN'S

MEMORANDUM

March 5, 2020

In accordance with Section 42 of the City of St. John's Act, the Regular Meeting of the St. John's Municipal Council will be held on **Monday, March 9 at 4:30 p.m.**

By Order



Elaine Henley
City Clerk

ST. JOHN'S

CITY MANAGER

ST. JOHN'S

Regular Meeting - City Council Agenda

March 9, 2020

4:30 p.m.

4th Floor City Hall

Pages

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Application

A Discretionary Use application has been submitted by Brewdock Bar & Eatery for a Lounge and Eating Establishment with an outdoor Lounge and Eating Establishment at 83 Duckworth Street.

Description

The hours of operation for the indoor area will be noon to midnight daily (12 p.m. to 12 a.m.) and noon (12 p.m.) to 11 p.m. for the outdoor area. As well, speakers and lighting will be situated in the Outdoor Area.

25 Submissions Received

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Proclamation

Easter Seals Month March, 2020

WHEREAS: Approximately 79,000 people of all ages in our province live with disabilities such as physical, sensory, cognitive or other disabilities which present barriers to full participation in society; and

WHEREAS: Easter Seals Newfoundland & Labrador is a charitable organization with a mission to engage, inspire, and empower by providing life-changing programs and services for persons with disabilities of all ages and helping to build a *world where all persons with disabilities live full, active, and healthy lives.*; and

WHEREAS: Easter Seals' **Recreation and Therapy Programs** help those with disabilities explore what they can do, through independence camps, art and music therapy, and adaptive sports, promoting full, active and healthy, socially engaged lifestyles; and

WHEREAS: Easter Seals offers **Career Services Programs** to assist those with barriers to employment transition successfully from home and school into adulthood and independence with a focus on preparing for, obtaining, and maintaining gainful employment; and

WHEREAS: Easter Seals' **Disability Awareness Program** activities foster disability awareness and sensitivity, and provide tools for accessibility and inclusion.

THEREFORE: I, Mayor Danny Breen, do hereby proclaim March 2020 as Easter Seals Month in the City of St. John's.

Signed at City Hall, St. John's, NL on this 9th day of March, 2020.

Danny Breen, Mayor

Proclamation

**International Women's Day
March 8th, 2020**

WHEREAS: Sunday, March 8th was International Women's Day; and

WHEREAS: Equal Voice is a national, bilingual, multi-partisan organization dedicated to electing more women to all levels of political office in Canada with an active Newfoundland and Labrador Chapter; and

WHEREAS: Equal Voice has worked with numerous local organizations promoting women's leadership and has encouraged women to run for political office; and

WHEREAS: Equal Voice strives for more representative government and promotes democratic and civic engagement by encouraging and supporting the election of women.

THEREFORE: I, Mayor Danny Breen, do hereby proclaim March 8th, as International Women's Day in the City of St. John's.

Signed at City Hall, St. John's, NL on this 9th day of March, 2020.

Danny Breen, Mayor

ST. JOHN'S

Minutes of Regular Meeting - City Council

Council Chamber, 4th Floor, City Hall

March 2, 2020, 4:30 p.m.

Present: Mayor Danny Breen
Deputy Mayor Sheilagh O'Leary
Councillor Dave Lane
Councillor Sandy Hickman
Councillor Debbie Hanlon
Councillor Deanne Stapleton
Councillor Hope Jamieson
Councillor Jamie Korab
Councillor Ian Froude
Councillor Wally Collins

Regrets: Councillor Maggie Burton

Staff: Kevin Breen, City Manager
Jason Sinyard, Deputy City Manager of Planning, Engineering & Regulatory Services
Lynnann Winsor, Deputy City Manager of Public Works
Elaine Henley, City Clerk
Ken O'Brien, Chief Municipal Planner
Maureen Harvey, Legislative Assistant

Others: Linda Bishop, Senior Legal Counsel

Land Acknowledgement

The following statement was read into the record:

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

1. **CALL TO ORDER**

2. **PROCLAMATIONS/PRESENTATIONS**

2.1 **National Lymphedema Awareness Month**

2.2 **Dietitians of Canada Nutrition Month**

3. **APPROVAL OF THE AGENDA**

3.1 **Adoption of Agenda**

SJMC-R-2020-03-02/103

Moved By Councillor Jamieson

Seconded By Councillor Collins

That the Agenda be adopted as presented.

For (10): Mayor Breen, Deputy Mayor O'Leary, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Jamieson, Councillor Korab, Councillor Froude, and Councillor Collins

MOTION CARRIED (10 to 0)

4. **ADOPTION OF THE MINUTES**

4.1 **Adoption of Minutes - February 24, 2020**

SJMC-R-2020-03-02/104

Moved By Councillor Hanlon

Seconded By Councillor Stapleton

That the minutes of the Regular Meeting held February 24, 2020 be adopted as presented.

For (10): Mayor Breen, Deputy Mayor O'Leary, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Jamieson, Councillor Korab, Councillor Froude, and Councillor Collins

MOTION CARRIED (10 to 0)

5. **BUSINESS ARISING FROM THE MINUTES**

5.1 **75 Airport Heights Drive MPA1800006**

Listed under Notices Published Report

SJMC-R-2020-03-02/105

Moved By Councillor Stapleton

Seconded By Councillor Hanlon

That Council approve the attached resolutions for St. John's Municipal Plan Amendment Number 153, 2020 and St. John's Development Regulations Amendment Number 700, 2020, as amended.

THAT Council approve the Discretionary Use of 75 Airport Heights Drive [Parcel ID#46595 & 145223] as an Eating Establishment in the Commercial Neighbourhood (CN) Zone.

THAT Council approve parking relief for 7 spaces for the proposed use of 75 Airport Heights Drive, as per Section 9.1.2(1) of the Development Regulations.

For (10): Mayor Breen, Deputy Mayor O'Leary, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Jamieson, Councillor Korab, Councillor Froude, and Councillor Collins

MOTION CARRIED (10 to 0)

SJMC-R-2020-03-02/106

Moved By Councillor Stapleton

Seconded By Councillor Hanlon

THAT Council reject the Discretionary Use of 75 Airport Heights Drive [Parcel ID#46595 & 145223] as a Lounge in the Commercial Neighbourhood (CN) Zone.

For (3): Deputy Mayor O'Leary, Councillor Stapleton, and Councillor Collins

Against (7): Mayor Breen, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Jamieson, Councillor Korab, and Councillor Froude

MOTION LOST (3 to 7)

SJMC-R-2020-03-02/107

Moved By Councillor Jamieson

Seconded By Councillor Lane

THAT Council approve the Discretionary Use of 75 Airport Heights Drive [Parcel ID#46595 & 145223] as a Lounge in the Commercial Neighbourhood (CN) Zone.

For (7): Mayor Breen, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Jamieson, Councillor Korab, and Councillor Froude

Against (3): Deputy Mayor O'Leary, Councillor Stapleton, and Councillor Collins

MOTION CARRIED (7 to 3)

6. NOTICES PUBLISHED

6.1 217 Brookfield Road - Rural Residential Infill/Rural (RRI/R) Zone - Ward 5

Application

A change of Non-Conforming Use application has been submitted by Executive Taxi Services Ltd. requesting to operate a Commercial Garage at 217 Brookfield Road.

Description

The proposed business will operate Monday - Saturday 7 a.m.- 7 p.m. and will employ two employees.

SJMC-R-2020-03-02/108

Moved By Councillor Collins

Seconded By Councillor Hanlon

That Council approve the application submitted by Executive Taxi Services Ltd. requesting to operate a Commercial Garage at 217 Brookfield Road subject to all applicable City requirements. Approval is subject to repair of asphalt lot to by-law safety standards. In addition, erection of 2m high screen fence along west boundary abutting 223 Brookfield Road.

For (10): Mayor Breen, Deputy Mayor O'Leary, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Jamieson, Councillor Korab, Councillor Froude, and Councillor Collins

MOTION CARRIED (10 to 0)

7. COMMITTEE REPORTS

7.1 Committee of the Whole Report - February 26, 2020 (Partial Report)

1. 2020 Community Capital Grants

SJMC-R-2020-03-02/109**Moved By** Councillor Korab**Seconded By** Councillor Jamieson

That Council approve the 2020 Community Capital Grants Program in the amount of \$297,100 as attached and waive permit/development fees in the amount of \$14,059.75.

For (10): Mayor Breen, Deputy Mayor O'Leary, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Jamieson, Councillor Korab, Councillor Froude, and Councillor Collins

MOTION CARRIED (10 to 0)**2. 2020 Community Grants**

Councillor Hickman vacated the chambers due to a declared conflict of interest.

SJMC-R-2020-03-02/110**Moved By** Councillor Korab**Seconded By** Councillor Hanlon

Council approve the 2020 Grant Allocations for Community, Sport, Special Events and Festivals, Artists and Artist Organizations as attached and in the following amounts:

Community Groups	\$723,100
Sports Groups	\$177,500
Artists & Art Organizations	\$267,500
Special Events and Festivals	\$93,250
Total	\$1,261,800

For (9): Mayor Breen, Deputy Mayor O'Leary, Councillor Lane, Councillor Hanlon, Councillor Stapleton, Councillor Jamieson, Councillor Korab, Councillor Froude, and Councillor Collins

MOTION CARRIED (9 to 0)**8. DEVELOPMENT PERMITS LIST (FOR INFORMATION ONLY)****9. BUILDING PERMITS LIST**

9.1 Building Permits List for the week ending February 26, 2020

SJMC-R-2020-03-02/111

Moved By Councillor Lane

Seconded By Councillor Jamieson

That Council approve the Building Permits List for the week ending February 26, 2020.

For (10): Mayor Breen, Deputy Mayor O'Leary, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Jamieson, Councillor Korab, Councillor Froude, and Councillor Collins

MOTION CARRIED (10 to 0)

10. REQUISITIONS, PAYROLLS AND ACCOUNTS

10.1 Weekly Payment Vouchers for week ending February 26, 2020

SJMC-R-2020-03-02/112

Moved By Councillor Jamieson

Seconded By Councillor Stapleton

That Council approve the weekly payment vouchers for the week ending February 26, 2020 in the amount of \$3,906,801.35.

For (10): Mayor Breen, Deputy Mayor O'Leary, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Jamieson, Councillor Korab, Councillor Froude, and Councillor Collins

MOTION CARRIED (10 to 0)

11. TENDERS/RFPS

11.1 Bid Approval Note - Street Widening/Snow Blowback Operation - Southlands "A"

Approved via E-poll

SJMC-R-2020-03-02/113

Moved By Councillor Froude

Seconded By Councillor Collins

That Council ratify the e-poll for Bid Approval Note for Street Widening/Snow Blowback Operations - Southlands "A" and award the

contract to Fairview Investments in the amount of \$120,000 (HST not included) as per the Public Procurement Act.

For (10): Mayor Breen, Deputy Mayor O'Leary, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Jamieson, Councillor Korab, Councillor Froude, and Councillor Collins

MOTION CARRIED (10 to 0)

11.2 Bid Approval Note - Street Widening/Snow Blowback Operation - Southlands "B"

Approved via E-poll

SJMC-R-2020-03-02/114

Moved By Councillor Froude

Seconded By Councillor Collins

That Council ratify the e-poll for Bid Approval Note for Street Widening/Snow Blowback Operations - Southlands "B" and award the contract to Weir's Construction in the amount of \$96,888.86 (HST not included) as per the Public Procurement Act.

For (10): Mayor Breen, Deputy Mayor O'Leary, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Jamieson, Councillor Korab, Councillor Froude, and Councillor Collins

MOTION CARRIED (10 to 0)

11.3 Bid Approval Note 2019268 - Supply and Delivery of One (1) Tandem Split Body Recycling Truck

SJMC-R-2020-03-02/115

Moved By Councillor Froude

Seconded By Councillor Jamieson

That Council approve Bid Approval Note 2019268 for the Supply and Delivery of One (1) Tandem Split Body Recycling Truck to the only bidder meeting specifications, Saunders Equipment in the amount of \$392,000 plus HST. The City reserves the right to order an additional 1 unit within 6 months of the award, at the same tendered price.

For (10): Mayor Breen, Deputy Mayor O'Leary, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Jamieson, Councillor Korab, Councillor Froude, and Councillor Collins

MOTION CARRIED (10 to 0)

11.4 Bid Approval Note 2019271 - Light Duty Vehicles

SJMC-R-2020-03-02/116

Moved By Councillor Froude

Seconded By Councillor Lane

That Council approve Bid Approval Note 2019271 for the purchase of light duty vehicles in accordance with the attached table. These vendors are the lowest qualified bidders meeting specifications as per the Public Procurement Act.

For (10): Mayor Breen, Deputy Mayor O'Leary, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Jamieson, Councillor Korab, Councillor Froude, and Councillor Collins

MOTION CARRIED (10 to 0)

11.5 Bid Approval Note 2020003 - Heavy Equipment Rental - Robin Hood Bay

SJMC-R-2020-03-02/117

Moved By Councillor Froude

Seconded By Councillor Hickman

That Council award Bid Approval Note 2020003 by way of a standing offer agreement to all compliant vendors as attached. This agreement is for the rental of construction equipment for use at Robin Hood Bay. This standing offer is not a guarantee of work but a pricing guide pending availability of each vehicle. Right of first refusal is given to the vendor with the lowest price. Subsequent vendors are contacted in order of ranking until the request can be fulfilled.

For (10): Mayor Breen, Deputy Mayor O'Leary, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Jamieson, Councillor Korab, Councillor Froude, and Councillor Collins

MOTION CARRIED (10 to 0)

11.6 Bid Approval Note 2020005 - Supply and Delivery of Oils & Lubricants

SJMC-R-2020-03-02/118

Moved By Councillor Froude

Seconded By Councillor Lane

That the open call for Bid Approval Note 2020005 for the Supply and Delivery of Oils & Lubricants be awarded in accordance with the underlined bidders in the attached list. This open call contains two sections; the first awarded in total, the second awarded by item. This award is in compliance with the Public Procurement Act.

For (10): Mayor Breen, Deputy Mayor O'Leary, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Jamieson, Councillor Korab, Councillor Froude, and Councillor Collins

MOTION CARRIED (10 to 0)

11.7 Bid Approval Note - Street Widening/Snow Blowback Operations - Kenmount Terrace

SJMC-R-2020-03-02/119

Moved By Councillor Froude

Seconded By Councillor Hanlon

That Council award bid approval note for street widening/snow blowback operations - Kenmount Terrace to Weir's Construction Ltd in the amount of \$199,225.59, the lowest bidder, as per the Public Procurement Act.

For (10): Mayor Breen, Deputy Mayor O'Leary, Councillor Lane, Councillor Hickman, Councillor Hanlon, Councillor Stapleton, Councillor Jamieson, Councillor Korab, Councillor Froude, and Councillor Collins

MOTION CARRIED (10 to 0)

12. NOTICES OF MOTION, RESOLUTIONS QUESTIONS AND PETITIONS

13. OTHER BUSINESS

14. ADJOURNMENT

There being no further business, the meeting adjourned at 5:28 pm

MAYOR

CITY CLERK

NOTICES PUBLISHED

Applications which have been advertised in accordance with the requirements of Section 5.5 of the St. John's Development Regulations and which are to be considered for approval by Council at the **Regular Meeting of Council on March 9, 2020.**

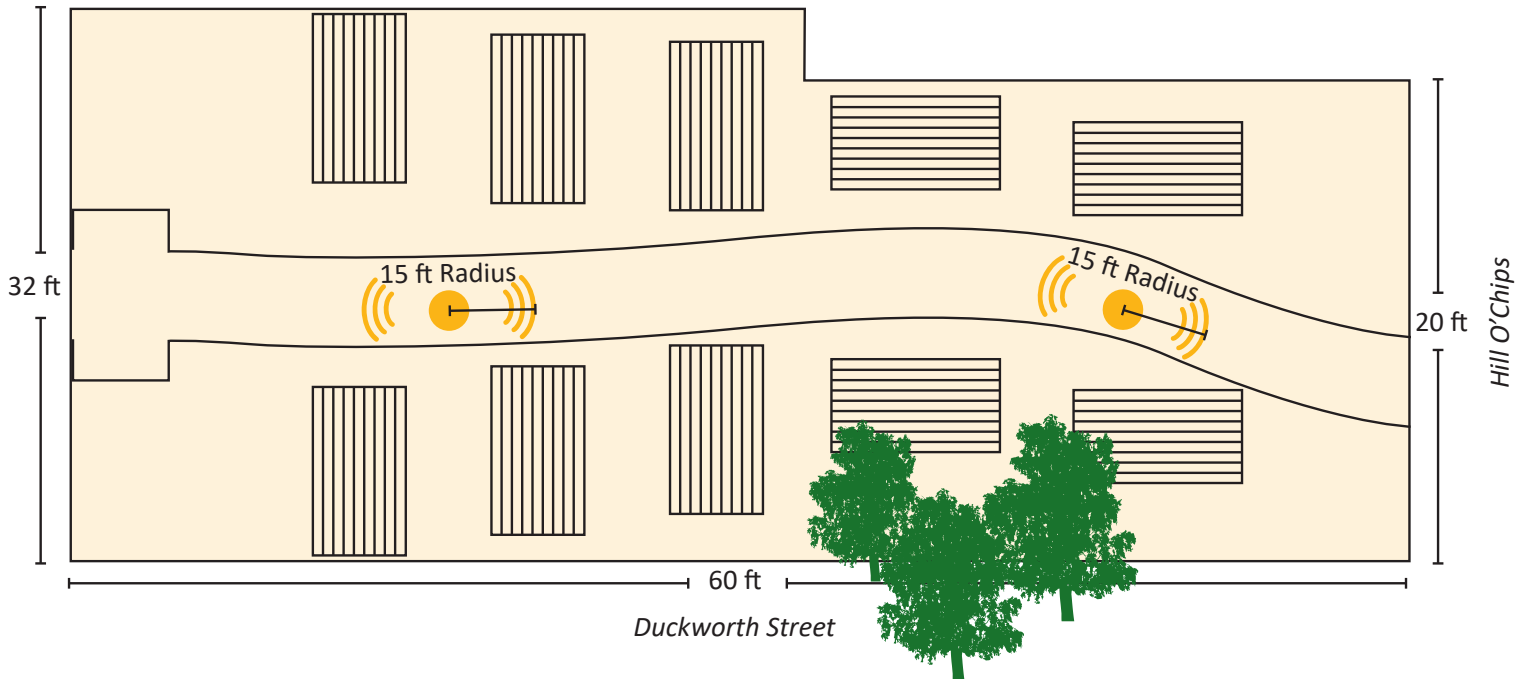
Ref #	Property Location/ Zone Designation And Ward	Application Details	Submissions Received	Planning and Development Division Notes
1	83 Duckworth St. Commercial Central Mixed (CCM) Zone Ward 2 (DEFERRED FROM REGULAR MEETING OF FEBRUARY 24, 2020)	Application A Discretionary Use application has been submitted by Brewdock Bar & Eatery for a Lounge and Eating Establishment with an outdoor Lounge and Eating Establishment at 83 Duckworth Street. Description The hours of operation for the indoor area will be noon to midnight daily (12 p.m. to 12 a.m.) and noon (12 p.m.) to 11 p.m. for the outdoor area. As well, speakers and lighting will be situated in the Outdoor Area.	25 Submissions Received	REVISED RECOMMENDATION It is recommended to approve subject to all applicable City requirements, including those conditions outlined in the attached email.

The Office of the City Clerk and the Department of Planning, Engineering and Regulatory Services, in joint effort, have sent written notification of the applications to property owners and occupants of buildings located within a minimum 150-metre radius of the application sites. Applications have also been advertised in The Telegram newspaper on at least one occasion and applications are also posted on the City's website. Where written representations on an application have been received by the City Clerk's Department, these representations have been included in the agenda for the Regular Meeting of Council.

G:\Planning and Development\Planning\notices Published\2020\03 -March 9 2020.docx

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

BREWDOCK OUTDOOR SPEAKERS

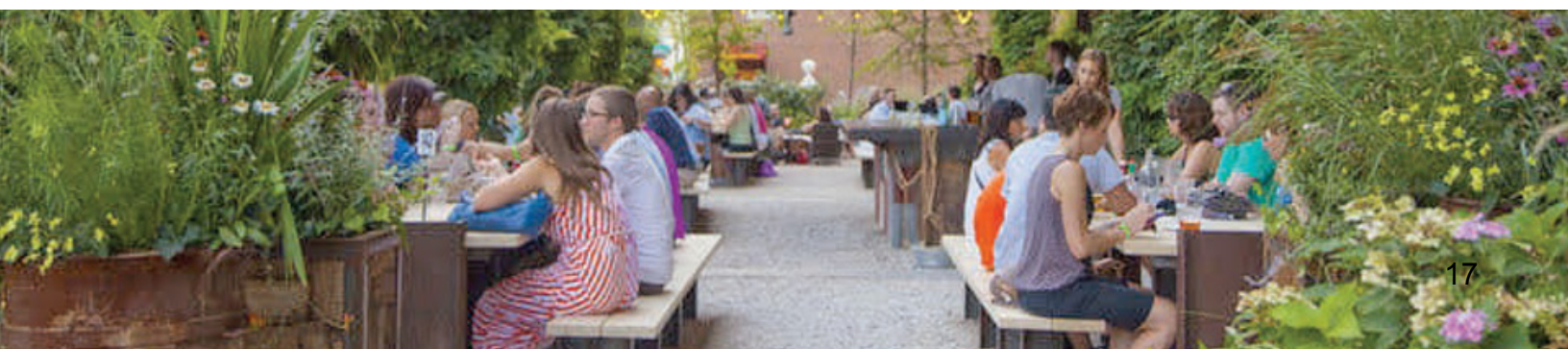


GOAL

Zero noise pollution from outdoor speakers

BEER GARDEN INFORMATION

- Beer Garden to be used ~45 days of the year, weather dependent. Speakers will only be turned on while Beer Garden is in use.
- Speaker placement is ~115 feet from nearest resident
- Beer Garden is sunken into Duckworth St. with a 6' fence to be erected around perimeter to further enclose the area
- Beer Garden will utilize smaller, less powerful speakers



PLAN

Speaker volume to be kept to 70db or less

- Quiet library is ~45db
- Quiet office is ~50db
- Normal conversation is ~60db
- Busy street/alarm clock is ~70db
- A shower is ~70db
- A toilet flushing is ~75db
- A Motorcycle is ~100db
- A Live rock concert is ~110db

Minimize travel distance from speakers to furthest patron to minimize decibel levels

- Length of Beer Garden is 60 feet. Two speakers to be used, each will cover a 15-foot radius.

Downfacing speakers with dispersion angles kept inside Beer Garden perimeter

- Speakers to be hung from pergola, facing downwards
- Horizontal dispersion of proposed speakers is 80-110 ° which does not exceed beer garden perimeter

Sound dampening will take place through various factors

- Ground (speakers facing downwards)
- Foliage, embankment, and fencing
- Brewdock building
- Quality Hotel
- Street traffic (Duckworth St. is located between Beer Garden and closest residents)
- A. Harvey Marine Base (noise pollution from dock)

DIFFERENCES FROM EXISTING ESTABLISHMENTS

Bannerman Brewing:

- Large garage door connects tap room to outdoor space, meaning indoor music is easily projected outdoors
- Speakers are ~30 feet from furthest patron
- Outdoor space is located ~35 feet from nearest residence
- Garage door is regularly open, even when deck is unable to be used, with no ability to control the level of sound that escapes to nearby residents. Brewdock's Beer Garden will only have music during the days that it is open.
- Bannerman has powerful indoor speakers

CONTROLLING NOISE POLLUTION

We understand the concern of the neighboring residents regarding the sound levels given the previous businesses that have occupied 85 Duckworth Street. Please take the time to review the points below that have been incorporated in our noise pollution plan:

- Loud music and bright lighting are against what Brewdock represents. The primary reason for choosing the east end of Duckworth as Brewdock's location is because it is a more mature area. We want to create an inviting and relaxing space for people to enjoy while being outside.

- Brewdock has been consulting with Tucker's Electronics to ensure there is no noise pollution to nearby residents. We will be using directional speakers with a dispersion rate of 80-110° in the Beer Garden. These strategically positioned speakers do not have a high output as sound is only pushed in the direction they are facing. Each speaker will be less than 15 feet from the furthest patron to minimize the sound level necessary to reach that patron. All speakers will be in a downfacing position so only our customers will be able to hear ambient music which will be used for background purposes only.
- The positioning of Brewdock's Beer Garden will limit noise pollution from Duckworth and any adjacent streets. The garden is positioned on a sunken lot from Duckworth. Our immediate surroundings will include the Brewdock building, the Quality Hotel, as well as a 6-foot fence installed along Duckworth Street for us to comply with NLC regulations.
- The Beer Garden will be open ~45 days during the warmer months, weather dependent. Music will only be present in the Beer Garden during days when it is open.
- Our application initially stated that speakers would be operational until 11pm. This was never our intent and was only provided as part of the application due to 11pm being the noise by-law. The Beer Garden will close each night by 9pm with all outdoor speakers being shut down at or before that time.

FINANCIAL IMPACT

Brewdock is built on the concept of supporting local. Because of this, our input costs are ~2.5-5x greater than if we were to use macro suppliers. To compensate for the reduced margins, due to our higher input costs, we must sell volume. The Beer Garden affords us the opportunity to increase our capacity, therefore increasing the volume of sales. A major piece of our image is the uniqueness of our Beer Garden. A major factor in the success of the Beer Garden is its atmosphere, and a critical input to the success of the atmosphere is music. Outdoor speakers may seem like a small item, but the effect they could have on the success or failure of our business is profound. The residents of the east end of Duckworth St. come first. We believe that the proposed restrictions below protect the residents from all possible speaker noise pollution.

PROPOSED SPEAKER RESTRICTIONS

- Speakers to not exceed 70db
- Speakers to be turned off by 9pm
- Speakers only to be turned on when Beer Garden is in use
- Speakers are to be downfacing, towards patrons
- Speaker disbursement angle is not to exceed Beer Garden perimeter
- Speakers are not to be more than 15 feet from the furthest patron

From: [Karen Chafe](#)
To: [Shanna Fitzgerald](#)
Subject: FW: Notices Published / Brewdock at 83 Duckworth Street
Date: Friday, March 6, 2020 11:50:06 AM
Attachments: [Brewdock - Outdoor Speakers.pdf](#)

From: Jason Sinyard <jsinyard@stjohns.ca>
Sent: Friday, March 6, 2020 11:41 AM
To: Karen Chafe <kchafe@stjohns.ca>
Subject: Notices Published / Brewdock at 83 Duckworth Street

Mayor Breen & Members of Council,

The application for Brewdock at 83 Duckworth Street was deferred at the Regular Meeting on February 24. Subsequently the proponents met with staff and provided additional information (see attached) regarding the use of the proposed outdoor speakers, the type and layout of the proposed speakers, comparative noise levels, and the sound attenuation features of the Beer Garden given the tree cover, fencing, surrounding buildings and the fact it is at an elevation partially below Duckworth Street. They have also provided information regarding the financial implications of not having a successful Beer Garden which they believe depends, in part, on having ambient background music. They further advise that the outdoor speakers will only be used while the Beer Garden is operational (which is weather dependent) and the Beer Garden will shut down at 9:00 p.m. With this new information the staff recommendation has changed.

It is recommended to approve the application subject to all applicable City requirements including:

- Outdoor lighting must be directed onto the deck
- Outdoor speakers to not exceed 70dB
- Outdoor speakers to be turned on only when Beer Garden is in use
- Outdoor speakers to be turned off by 9pm
- Outdoor speakers to be downward facing towards patrons
- Outdoor speakers disbursement angle is not to exceed Beer Garden perimeter
- Outdoor speakers are not to be more than 15 feet from furthest patron
- The parties agree that the City of St. John's may review the decibel level at any time and establish a revised maximum decibel level.

This will be on the agenda for the March 9 Regular Meeting.

Regards,
Jason

Jason Sinyard, P. Eng, MBA
Deputy City Manager

Planning, Engineering & Regulatory Services

From: Craig Farewell <craigfarewell@gmail.com>

Sent: Wednesday, March 4, 2020 4:20 PM

To: Jason Sinyard <jsinyard@stjohns.ca>

Cc: Hope Jamieson <hjamieson@stjohns.ca>; Gerard Doran <gdoran@stjohns.ca>

Subject: Re: Brewdock - Outdoor Speakers & Lighting

Hi Jason,

Appreciate you, Gerard, and Ashley taking the time to sit with us yesterday. Attached is the document that we discussed that incorporates the information from Tucker's Electronics, along with additional information from various sources.

In addition to the information presented in the document, there are a couple of notable items:

- 1) If sound leaves the speakers at 70db, after interacting with various physical elements within the environment (noise dampeners such as walls, the ground, foliage, etc.) this would result in the sound leaving the Beer Garden at ~35db (slightly higher than a whisper). This sound would have a maximum travel distance of ~16 meters if it were not interrupted. The nearest house is 24m from the exterior fence of the Beer Garden.
- 2) Patron voices within the Beer Garden will be ~50-70db and would leave the Beer Garden at a higher decibel level than any sound from the speakers.
- 3) The average level of traffic noise on Duckworth St./Hill O'Chips will be 60-70db, peaking at 100-110db with motorcycles. The average noise from the A Harvey Marine Base would be 60-70db, peaking at 100-110db from metal-on-metal banging.

If there are any questions, please let us know.

Appreciate your time,

Craig Farewell, CPA

C - 709-699-4332

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Karen Chafe

From: CityClerk
Sent: Thursday, February 6, 2020 12:50 PM
To: [REDACTED]; CityClerk
Cc: Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Gerard Doran; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: RE: 83 Duckworth Street

Good Afternoon [REDACTED]

We thank you for your feedback and advise that all submissions will be presented to Council for consideration prior to a final decision being reached on this application.

Elaine Henley

Elaine Henley
City Clerk
t. 576-8202
c. 691-0451

-----Original Message-----

From: [REDACTED]
Sent: Thursday, February 6, 2020 10:05 AM
To: CityClerk <cityclerk@stjohns.ca>
Subject: 83 Duckworth Street

I think an outdoor eating establishment would complete the downtown St.John's experience.

I live at [REDACTED], St.Johns.

Regards,

[REDACTED]

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Karen Chafe

From: CityClerk
Sent: Thursday, February 6, 2020 12:44 PM
To: [REDACTED]; CityClerk
Cc: Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Gerard Doran; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: RE: 83 Duckworth St.

Good Afternoon:

We thank you for your feedback and advise that all submissions will be presented to Council for consideration prior to a final decision being reached on this application.

Elaine Henley

Elaine Henley
City Clerk
t. 576-8202
c. 691-0451

-----Original Message-----

From: [REDACTED]
Sent: Wednesday, February 5, 2020 1:05 PM
To: CityClerk <cityclerk@stjohns.ca>
Subject: 83 Duckworth St.

City Clerk

I have enjoyed living in this area for the past 8 years. One reason includes the fact it is a mixed-use area of stately homes and not-so-stately homes, restaurants, coffee shops, a brewery/eatery, hotels, condo bldgs. an art gallery and sundry retail. A couple of open spaces also manage to exist - one on Ordinance St. and the Portuguese Park on Duckworth/Plymouth. On the east end of Duckworth St., three or four houses have been recently renovated, which fit in nicely with the area as being of mixed use.

However, the area is being increasingly made to look and sound like GEORGE ST. I object strongly to another Lounge/Eatery, but very strongly to an outdoor Lounge/Eater with OUTDOOR SPEAKERS.

I, at the moment, pay very high taxes, with the hope members of Council will protect me from this "George St. Mentality." Right now I only count 4 members of Council who would receive my next vote.

Here's Hoping,

[REDACTED]
[REDACTED]
St. John's, NL
[REDACTED]

February 10, 2020

Office of the City Clerk
City of St. John's
Newfoundland and Labrador

Re.: RESIDENT SUBMISSION regarding the Discretionary Use Application submitted by Brewdock Bar & Eatery at 83 Duckworth Street, St. John's NL

Dear Honorable Mayor Danny Breen and respected City Councilors,

We are writing regarding the Discretionary Use Application submitted by Brewdock Bar & Eatery.

We realize, from the approval of the Bannerman Brewery application, the precedent has been established. Our greatest concerns with the Bannerman plan were the impacts of outdoor noise and parking impositions in our neighbourhood. These issues, long endured by residents in the George Street region, were not a pressing consideration when we chose this area to be our home.

We acknowledge that the existing brewery has respected the residential requests for noise control – closing windows when prompted and not having live music or amplification of music on the deck. Not within the control of the brewery, however, is the inevitable late-night noise and disturbances from patrons on our street. And while parking has impacted our residential priority, complaints are generally addressed by the city patrol once notified.

Not 2 years later, these same issues are confronting us again: the Brewdock application is planning an exterior deck including “speakers and lighting”, and parking demands, as well, will inevitably be compounded. With this comes the reality of yet further increased street activity – loud voices and circling vehicles in search of parking.

The last establishment located at 83 Duckworth proved tremendously disturbing to our neighbourhood because of its exterior music amplification. Noise bylaws were consistently broken, but even the level of amplification before the 11 pm hour restriction was unacceptable to the rightful enjoyment of our private properties.

While we do not want to discourage small business growth in our city, we do ask that it not be at the expense and impact of homeowners, families and tenants who do enjoy quiet living in residential downtown. The financial and emotional investment in our homes is no less than those who choose to live in the city's suburban areas.

It is our request that this application be addressed in a public meeting to formally give attention to our request for a full restriction on exterior music amplification, and increased vigilance for enforcement of our parking rights.

Sincerely,

A black rectangular redaction box covering the signature of the sender.

St. John's NL A1C 3K9

To: The Office of the City Clerk
St. John's NL

February 10, 2020

Re: **RESIDENT SUBMISSION** regarding the Discretionary Use Application submitted by
Brewdock Bar & Eatery at 83 Duckworth Street, St. John's NL

Danny Brew
Honorable Mayor ~~Dennis O'Keefe~~ and respected City Councilors –

We, the undersigned, as neighbouring residents of the above proposed application, stand together in requesting:

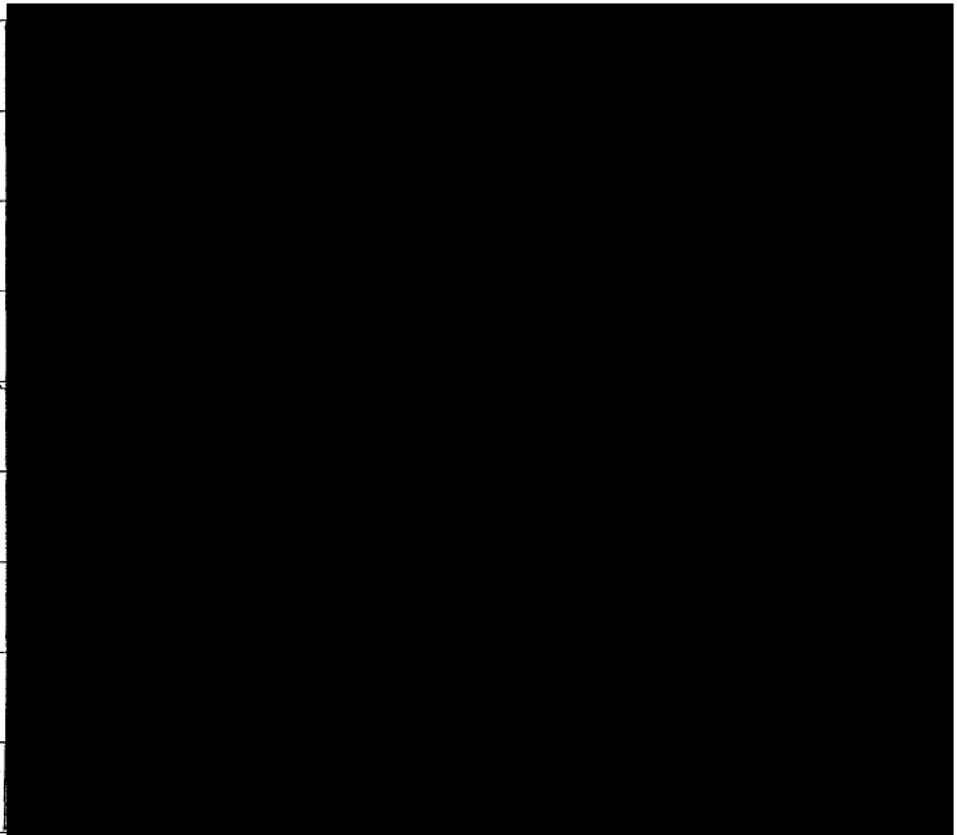
- Permission be fully denied for outdoor speakers and/or amplification of any type
- Parking enforcement be increased on our neighbourhood streets to discourage the unauthorized parking that has resulted from the new licensed establishments of Duckworth Street East
- This application be addressed in a public meeting to respond to any other concerns/questions we may have for this applicant

PRINTED NAME

SIGNATURE

ADDRESS

KAREN CIMER
Corrine Koealy
Rachel Whittick
DAVID SOMERS
MARK O'REILLY
Sharon Collins
Jill Sterner
CATHY CULL
TA Loeffler



Re: RESIDENT SUBMISSION regarding the Discretionary Use Application submitted by
Brewdock Bar & Eatery at 83 Duckworth Street, St. John's NL

PRINTED NAME

SIGNATURE

ADDRESS

MARC Rowsell		
Geddf Higdon		
Wace		
Caitlin		
URQUHART		
Kevin		
Boate		
Tom Alston		
Tiffanie George		
SEAN BRADLEY		
Shelly Bowen		
DON NICHOL		
MARY WALSH		
Harold Hsieh		
Susan Cummings		

Karen Chafe

From: CityClerk
Sent: Tuesday, February 11, 2020 11:11 AM
To: [REDACTED] CityClerk
Cc: Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Gerard Doran; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: RE: Supporting proposal for Brewdock Pub & Eatery

Good Morning [REDACTED]

We thank you for your feedback and advise that all submissions will be presented to Council for consideration prior to a final decision being reached on this application.

Elaine Henley

Elaine Henley
City Clerk
t. 576-8202
c. 691-0451

From: [REDACTED]
Sent: Tuesday, February 11, 2020 8:08 AM
To: CityClerk <cityclerk@stjohns.ca>
Subject: Supporting proposal for Brewdock Pub & Eatery

Hello,

I am writing to fully support the proposal for the opening of Brewdock Pub & Eatery at 83 Duckworth Street. As a resident of Cochrane Street I believe the pub will add to the vibrancy and appeal for living downtown. As there is almost no outdoor space downtown, the outdoor will be a huge benefit to the area.

Regarding speakers in the outside area, I support having the option to listen to music. I would like to point out that The Loop at Bannerman Park has speakers and it really adds to the atmosphere.

Thanks,
[REDACTED]

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Karen Chafe

From: CityClerk
Sent: Tuesday, February 11, 2020 11:09 AM
To: [REDACTED]; CityClerk
Cc: Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Gerard Doran; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: RE: Excited for Brewdock Pub - 83 Duckworth Street

Good Afternoon [REDACTED]:

We thank you for your feedback and advise that all submissions will be presented to Council for consideration prior to a final decision being reached on this application.

Elaine Henley

Elaine Henley
City Clerk
t. 576-8202
c. 691-0451

From: [REDACTED]
Sent: Tuesday, February 11, 2020 7:41 AM
To: CityClerk <cityclerk@stjohns.ca>
Subject: Excited for Brewdock Pub

Hello,

I am writing to express my support for Brewdock Pub and Eatery. I am a resident on Cochrane Street and I am very excited for this business to start. I also have no problems with the outdoor space. Outdoor space is needed in downtown St. John's as we have almost no sidewalk cafes.

Let's continue to encourage more people to bring positive businesses to the downtown neighbourhoods and create a vibrant community.

Thanks,

[REDACTED]

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Karen Chafe

From: CityClerk
Sent: Monday, February 10, 2020 10:42 AM
To: [REDACTED] CityClerk
Cc: Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Gerard Doran; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: RE: 83 Duckworth Street Discretionary Use

Good Morning [REDACTED]

We thank you for your feedback and advise that all submissions will be presented to Council for consideration prior to a final decision being reached on this application.

Elaine Henley

Elaine Henley
City Clerk
t. 576-8202
c. 691-0451

-----Original Message-----

From: [REDACTED]
Sent: Sunday, February 9, 2020 10:49 PM
To: CityClerk <cityclerk@stjohns.ca>
Subject: 83 Duckworth Street Discretionary Use

Hello,

Having a new business is great. As long as the outdoor speakers are reasonable decibel then it will be great to have in the neighbour hood.

[REDACTED]
[REDACTED]
St Johns
[REDACTED]

Sent from my iPhone

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Elaine Henley

From: [REDACTED]
Sent: Sunday, February 2, 2020 11:03 AM
To: CityClerk
Cc: Sheilagh O'Leary; Hope Jamieson
Subject: 83 Duckworth 2020

To Whom it May Concern,

I have lived at [REDACTED] Street for 23 years and I am infinitely familiar with the joys and challenges of downtown St. John's living. As you can see from my longevity downtown, thus far the joys are outweighing the challenges. I received the letter requesting feedback on the discretionary use application for 83 Duckworth and would like to provide some.

Firstly, I am so glad that the building that formerly housed the Crazy Horse has been re-developed. Originally the signage, during renovations, listed the property as being developed for retail so I was a bit surprised to see a bar and eatery going into the space. That said, I make the following requests due to the business' position next to our residential neighbourhood (and having had to live with the Crazy Horse having speakers outside its doors):

- 1) That permitted business hours (indoor and out) match that of others in the neighbourhood i.e. weekday hours plus Sunday closure at 11 pm, Friday & Saturday closure at midnight. We occasionally get loud patrons leaving current establishments at closing so would prefer this occur at 11 pm on weeknights. We also think it is fair that all similar businesses in a neighbourhood have the same hours.
- 2) NO outdoor speakers (We do not want to have to listen to music selected by a business in our neighbourhood-this is not George Street)
- 3) Environmentally sensitive downward facing lighting that does not add to skyward light pollution
- 4) A request for the business to educate/ask their patrons park responsibly in our neighbourhood (ie. we have had an increase in people parking in our permitted areas since other businesses have opened)

Best regards,

[REDACTED]

[REDACTED]

[REDACTED]

Karen Chafe

From: CityClerk
Sent: Tuesday, February 11, 2020 11:05 AM
To: [REDACTED] CityClerk
Cc: Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Gerard Doran; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: RE: 83 Duckworth Street

Good Moring [REDACTED]

We thank you for your feedback and advise that all submissions will be presented to Council for consideration prior to a final decision being reached on this application.

Elaine Henley

Elaine Henley
City Clerk
t. 576-8202
c. 691-0451

From: [REDACTED]
Sent: Monday, February 10, 2020 10:12 PM
To: CityClerk <cityclerk@stjohns.ca>
Subject: 83 Duckworth Street

Hello,

We are totally against having a nightclub next door especially with outdoor speakers and lights. We will be living above this establishment in a condo in which the balcony will overlook this place. I am sure we will hear the music and see the lights from our condo. We will be seniors with an early bedtime. We would respectfully ask that you do every thing in your power to prevent this from disturbing the residents who live in this area.

Thank-you
[REDACTED]

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Karen Chafe

From: CityClerk
Sent: Friday, February 14, 2020 4:12 PM
To: [REDACTED] CityClerk
Cc: Mayor; Sheilagh O'Leary; Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Gerard Doran; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: RE: Proposed Brewdock Bar & Eatery, 83 Duckworth Street

Good Afternoon [REDACTED]

We acknowledge receipt of your feedback and advise that all submissions will be presented to Council for consideration prior to a final decision being reached on this application.

Elaine Henley

Elaine Henley
City Clerk
t. 576-8202
c. 691-0451

-----Original Message-----

From: [REDACTED]
Sent: Thursday, February 13, 2020 3:07 PM
To: CityClerk <cityclerk@stjohns.ca>
Cc: Mayor <mayor@stjohns.ca>; Sheilagh O'Leary <soleary@stjohns.ca>; jjamieson@stjohns.ca
Subject: Proposed Brewdock Bar & Eatery, 83 Duckworth Street

Greetings to you.

I write to oppose the submission of Brewdock Bar & Eatery for a Lounge and Eating Establishment with an outdoor Lounge and Eating Establishment at 83 Duckworth Street.

Firstly, I acknowledge the lateness of my opposition email. I could blame it on the "weather" but that would be an excuse! I write as a resident of [REDACTED]

My reasons for opposing the above, at this date, are due to the restaurants, pubs and related businesses already in our area. Another such business would have a profound negative effect financially on those dining/drinking places already established. I am thinking primarily of the Classic Café next door to the proposed Establishment. The Classic has been a favoured place for a number of years for its reasonable prices, food quality and service, and for its scenic harbour view, for residents and visitors.

Another Establishment, for sure, would have a negative effect on it. And next door is Zachary's Restaurant; again, another Establishment would have an economic negative effect.

Related to this economic concern is the problem of parking in our area.

Presently, parking is problematic with Bannerman Brewery recently located across the street, Coffee Matters on the corner of Military and Ordinance Streets and, for understandable reasons, a number of cabs continuously parked on Kenna's Hill across from the Sheraton Hotel. This lack of parking is not a motivation to visit our food/drinking establishments in the area presently; the problem will be magnified with another new Establishment. I am not opposed to economic development in our City; let another food/drinking establishment, however, be in an area with the possibility of it being a success without being a detriment to established places already in existence and seeking to survive.

As a downtown resident, I chose to live downtown for its diversity of people, businesses, ethos and scenery. I have always considered it a safe place to walk or drive during the day or night. There was one exception - many of us still carry most unpleasant memories of having The Crazy Horse establishment in this same location as proposed by Brewdock Bar and Eatery.

While I have no reason to equate The Crazy Horse and Brewdock, I do implore you to consider these establishments also in light of those of us who have chosen and desire to claim downtown St. John's as "home".

In essence, the above urges you to consider all of us: businesses already established in the area; the lack and problem of parking; residents in the area (visitors also - we are surrounded by hotels, most of them with eating/drinking establishments also).

Respectfully submitted,

A large black rectangular redaction box covering the signature and name of the sender.

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Elaine Henley

From: [REDACTED]
Sent: Thursday, January 30, 2020 9:45 AM
To: CityClerk
Subject: 83 Duckworth Street

Hello,

I am writing in support of the proposed Lounge and Eating Establishment at 83 Duckworth Street.

St. John's currently has limited options for eating and drinking outside, especially in the downtown area, so I am very excited for the outdoor portion of this application. However, I am equally supportive of the indoor portion, as I think it will be wonderful to have a lounge and eatery that brings local craft beers together under the same roof.

Brewdock Bar & Eatery sounds like a great, local establishment that I would love to be a patron of, and I am hopeful that council will approve this application.

Sincerely,

[REDACTED]

Karen Chafe

From: CityClerk
Sent: Tuesday, February 11, 2020 11:12 AM
To: [REDACTED] CityClerk
Cc: Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Gerard Doran; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: RE: RE 83 Duckworth Street

Good Morning [REDACTED]

We thank you for your feedback and advise that your concerns have been forwarded to the City's Department of Planning, Engineering and Regulatory Services.

All submissions will be presented to Council for consideration prior to a final decision being reached on this application.

Elaine Henley

Elaine Henley
City Clerk
t. 576-8202
c. 691-0451

-----Original Message-----

From: [REDACTED]
Sent: Tuesday, February 11, 2020 8:57 AM
To: CityClerk <cityclerk@stjohns.ca>
Subject: RE 83 Duckworth Street

I would like to have more information about this application about seating and type of liquor licence, as it stands right now the east end of Duckworth Street has very little parking between the 3 Hotels, 3 restaurants and the brewery plus many other small business. There is parking directly across from the Sheraton but some of that is being used by the taxi companies and they will not move for shoppers. Will this be a 19+ establishment or will it be another fake restaurant that provides very limited food options just to gain a liquor license and allow drinking parents to bring their underage children which is already being done in this city. Outdoor speakers can also cause problems for the newly renovated hotel. These are some of my concerns about this application until a public meeting is called or more information is given.

[REDACTED]

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Karen Chafe

From: CityClerk
Sent: Thursday, February 6, 2020 12:50 PM
To: [REDACTED] CityClerk
Cc: Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Gerard Doran; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: RE: 83 Duckworth Street

Good Afternoon:

We thank you for your feedback and advise that all submissions will be presented to Council for consideration prior to a final decision being reached on this application.

Elaine Henley

Elaine Henley
City Clerk
t. 576-8202
c. 691-0451

-----Original Message-----

From: [REDACTED]
Sent: Wednesday, February 5, 2020 9:14 PM
To: CityClerk <cityclerk@stjohns.ca>
Subject: 83 Duckworth Street

I write regarding the proposed lounge and eating establishment at 83 Duckworth Street. To begin: this borders two restaurants on the east side; one restaurant/pub on the north side; a large restaurant on the west side; plus a hotel with an upcoming restaurant on the south side! It's overkill! However my major objection is the plan for outdoor speakers. This should not be allowed in an area where there are condo buildings and hotels. It's noise pollution.

[REDACTED]

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Karen Chafe

From: CityClerk
Sent: Thursday, February 6, 2020 12:45 PM
To: [REDACTED] CityClerk
Cc: Geoff H; Hope Jamieson; Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Gerard Doran; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: RE: 83 Duckworth Street

Good Afternoon [REDACTED]

We thank you for your feedback and advise that all submissions will be presented to Council for consideration prior to a final decision being reached on this application.

Elaine Henley

Elaine Henley
City Clerk
t. 576-8202
c. 691-0451

From: [REDACTED]
Sent: Wednesday, February 5, 2020 1:14 PM
To: CityClerk <cityclerk@stjohns.ca>
Cc: [REDACTED] Hope Jamieson <hjamieson@stjohns.ca>
Subject: 83 Duckworth Street

City Clerk/City Planning,

I'm writing to support the application of use for 83 Duckworth street. As a neighbour to the property we would love to see more development of bars/restaurants in the area as it generally improves livability in the area and brings a sense of increased vibrancy to the community.

One area of concern is parking on Ordnance street - directly adjacent to the development. Since the opening of Bannerman Brew Pub @ 90 Duckworth Street - there is increased parking congestion along Ordnance. Opening another establishment in close proximity would possibly create more parking congestion and a solution is required as many patrons of these businesses are frequently ticketed for illegal parking as its currently not marked or optimized to ensure as many cars as possible can be accommodated. Today with no designated spaces - people freely parking often creates space where if optimized could accommodate additional vehicles and prevent illegal parking.

While a portion of Ordnance street is designated for permit holders - I feel it would be beneficial for more efficient parking on both sides if lines were painted to designate a specific number of parking spaces on both left and right. Alternatively - parking spaces similar to those in Cavendish square (angled) could be considered for the left side of the street and the right side of ordnance would remain non-parking all year round (as it currency is due to winter snow clearing).

We had planned on bringing forward a recommendation for parking on Ordnance street prior to this application. We had chatted with a parking enforcement officer and they said line painting would be a good solution for increased parking efficiency in the area, so we felt compelled to support this proposal while flagging ongoing parking challenges in the area.

Kind Regards,

A black rectangular redaction box covering the signature of the sender.

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Karen Chafe

From: CityClerk
Sent: Monday, February 10, 2020 10:38 AM
To: [REDACTED] CityClerk
Cc: Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Gerard Doran; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: RE: 83 Duckworth Street

Good Morning [REDACTED]

We thank you for your feedback and advise that all submissions will be presented to Council for consideration prior to a final decision being reached on this application.

Elaine Henley

Elaine Henley
City Clerk
t. 576-8202
c. 691-0451

-----Original Message-----

From: [REDACTED]
Sent: Sunday, February 9, 2020 12:59 PM
To: CityClerk <cityclerk@stjohns.ca>
Subject: Re: 83 Duckworth Street

I live in the neighbourhood and I am supportive of this application.

My only concern is, from time to time, people will park illegally on Wood Street or York Street and the enforcement thereof can be a little sparse during business hours. This can make it difficult for residents to find parking. With additional businesses opening in the area which will increase traffic, I would like to see the enforcement stepped up accordingly as well.

Thank you,

[REDACTED]

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Karen Chafe

From: Elaine Henley
Sent: Monday, February 17, 2020 3:05 PM
To: Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Gerard Doran; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: FW: 83 Duckworth Street

FYI

Elaine Henley

Elaine Henley
City Clerk
t. 576-8202
c. 691-0451

From: Planning <planning@stjohns.ca>
Sent: Monday, February 17, 2020 3:04 PM
To: City Clerk <cityclerkdept@stjohns.ca>
Subject: FW: 83 Duckworth Street

Donna Mullett, WPIII
City of St. John's
Dept. of Planning, Engineering and Regulatory Services
Phone: 576-8220
Email: dlmullett@stjohns.ca

From: [REDACTED]
Sent: Tuesday, February 11, 2020 7:48 AM
To: Planning <planning@stjohns.ca>
Subject: 83 Duckworth Street

Hi

Regarding the development at 83 Duckworth, please do not allow outdoor speakers on the patio.

I've lived up the hill from George Street and now how far one outside speaker (think it was always Turkey Joe's deck) can carry.

We also had an event at Bannerman this summer with music coming out the open windows until well after midnight.

I know the stated hours are until 11. But be honest with yourselves, that will never be enforced and will inevitably creep later and later. And to be frank, most nights I'm asleep before 11.

Congratulations to the developer on what otherwise seems like a fine idea. Just please don't keep me awake at night.

Thanks



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Karen Chafe

From: CityClerk
Sent: Tuesday, February 11, 2020 10:49 AM
To: [REDACTED] CityClerk
Cc: Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Gerard Doran; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: RE: 83 Duckworth St.

Good Morning [REDACTED]

We thank you for your feedback and advise that all submissions will be presented to Council for consideration prior to a final decision being reached on this application.

Elaine Henley

Elaine Henley
City Clerk
t. 576-8202
c. 691-0451

From: [REDACTED]
Sent: Monday, February 10, 2020 4:24 PM
To: CityClerk <cityclerk@stjohns.ca>
Subject: 83 Duckworth St.

To whom it may concern,

I am writing to express my concern about the proposed lounge and eating establishment at 83 Duckworth St.

I am a [REDACTED] owner at the [REDACTED]

I am strongly opposed to the proposed development. My greatest concern is the noise from the deck. I realize that living downtown is a noisy area but having another outdoor deck in this area is unreasonable to the people who live here. Since the Bannerman Brewery opened last year and also has a deck the noise level can be awful and can be heard quite well here at our building. I enjoy sitting out on my balcony but to think that there will be more noise pollution if this is permitted at 83 Duckworth St.

Certainly this is a business district but also many homes, condos and apartments in the area. If this is permitted it will be disturbing to the neighbourhood. It is one thing to have noisy cycles and cars going by but they are gone in a minute or so but to have to listen to noise and music from this proposed establishment is very unfair. The more people drink the louder they become and this is very evident from the noise during the past summer coming from the Bannerman Brewery.

Please take into consideration the people and tax payers who live in this area.

Thank you.

Sincerely,

[REDACTED]

Sent from [Mail](#) for Windows 10

Disclaimer: This email may contain confidential and/or privileged information intended only for the individual(s)

Karen Chafe

From: CityClerk
Sent: Tuesday, February 11, 2020 10:53 AM
To: [REDACTED] CityClerk
Cc: Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Gerard Doran; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: RE: 83 Duckworth Street

Good Afternoon [REDACTED]

We thank you for your feedback and advise that all submissions will be presented to Council for consideration prior to a final decision being reached on this application.

Elaine Henley

Elaine Henley
City Clerk
t. 576-8202
c. 691-0451

-----Original Message-----

From: [REDACTED]
Sent: Monday, February 10, 2020 10:01 PM
To: CityClerk <cityclerk@stjohns.ca>
Subject: 83 Duckworth Street

Dear City Council,

I appreciate the opportunity to comment on the discretionary use application for 83 Duckworth Street. I am pleased to see that the building will no longer sit vacant and hope that a restaurant focusing on craft beers will be successful. I have reviewed the scant information in the application, together with their website.

The venues which they aspire to be like are all in Halifax/ Dartmouth, some of which I'm familiar with and enjoy. I am encouraged that they want to bring this to the East End. That being said, I am strongly opposed to the use of speakers/ amplification on the patio. Patios are generally open while the weather is warm and those of us in row houses generally have our windows open for cooling. I believe that outdoor speakers will be very disruptive to the neighbourhood, especially if they're permitted to operate until 11pm. We've recently learned that neither the town nor the RNC have sound measuring equipment to properly address noise complaints.

I hope that the application for a restaurant and patio are approved, but that speakers are not permitted outside. I would also echo my neighbours' call for more enforcement of parking and a public meeting. I believe that the public meeting can help build trust and community support.

I would like to be kept informed of when this will be brought back before council. Thanks!

[REDACTED]

Karen Chafe

From: CityClerk
Sent: Monday, February 24, 2020 9:51 AM
To: [REDACTED]; CityClerk
Cc: Mayor; Sheilagh O'Leary; jjamieson@stjohns.ca; Karen Chafe
Subject: RE: Proposed Brewdock Bar & Eatery, 83 Duckworth Street

Good Morning [REDACTED]

Our office will check or the archived minutes of Council and advise accordingly.

Elaine Henley

Elaine Henley
City Clerk
t. 576-8202
c. 691-0451

-----Original Message-----

From: [REDACTED]
Sent: Friday, February 21, 2020 9:50 PM
To: CityClerk <cityclerk@stjohns.ca>
Cc: Mayor <mayor@stjohns.ca>; Sheilagh O'Leary <soleary@stjohns.ca>; jjamieson@stjohns.ca
Subject: RE: Proposed Brewdock Bar & Eatery, 83 Duckworth Street

Thanks for your acknowledgement response to my email below. In conversation with someone a couple of days ago, a recall of the "Crazy Horse" establishment of a few years ago at the same location emerged. The person indicated they thought that a decision/ruling had been made at the time, either by the City or by NLC that a liquor license would not be granted again for that decision. Can you verify whether such a decision was made at the time?

With appreciation,
[REDACTED]

-----Original Message-----

From: [REDACTED]
Sent: Thursday, February 13, 2020 3:07 PM
To: 'cityclerk@stjohns.ca' <cityclerk@stjohns.ca>
Cc: 'mayor@stjohns.ca' <mayor@stjohns.ca>; 'soleary@stjohns.ca' <soleary@stjohns.ca>; 'jjamieson@stjohns.ca' <jjamieson@stjohns.ca>
Subject: Proposed Brewdock Bar & Eatery, 83 Duckworth Street

Greetings to you.

I write to oppose the submission of Brewdock Bar & Eatery for a Lounge and Eating Establishment with an outdoor Lounge and Eating Establishment at 83 Duckworth Street.

Firstly, I acknowledge the lateness of my opposition email. I could blame it on the "weather" but that would be an excuse! I write as a resident of [REDACTED].

My reasons for opposing the above, at this date, are due to the restaurants, pubs and related businesses already in our area. Another such business would have a profound negative effect financially on those dining/drinking places already established. I am thinking primarily of the Classic Café next door to the proposed Establishment. The Classic has been a favoured place for a number of years for its reasonable prices, food quality and service, and for its scenic harbour view, for residents and visitors.

Another Establishment, for sure, would have a negative effect on it. And next door is Zachary's Restaurant; again, another Establishment would have an economic negative effect.

Related to this economic concern is the problem of parking in our area.

Presently, parking is problematic with Bannerman Brewery recently located across the street, Coffee Matters on the corner of Military and Ordinance Streets and, for understandable reasons, a number of cabs continuously parked on Kenna's Hill across from the Sheraton Hotel. This lack of parking is not a motivation to visit our food/drinking establishments in the area presently; the problem will be magnified with another new Establishment. I am not opposed to economic development in our City; let another food/drinking establishment, however, be in an area with the possibility of it being a success without being a detriment to established places already in existence and seeking to survive.

As a downtown resident, I chose to live downtown for its diversity of people, businesses, ethos and scenery. I have always considered it a safe place to walk or drive during the day or night. There was one exception - many of us still carry most unpleasant memories of having The Crazy Horse establishment in this same location as proposed by Brewdock Bar and Eatery.

While I have no reason to equate The Crazy Horse and Brewdock, I do implore you to consider these establishments also in light of those of us who have chosen and desire to claim downtown St. John's as "home".

In essence, the above urges you to consider all of us: businesses already established in the area; the lack and problem of parking; residents in the area (visitors also - we are surrounded by hotels, most of them with eating/drinking establishments also).

Respectfully submitted,

A large black rectangular redaction box covering the signature area.

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Karen Chafe

From: CityClerk
Sent: Wednesday, March 4, 2020 3:15 PM
To: [REDACTED]; CityClerk
Cc: Hope Jamieson; Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Gerard Doran; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: RE: Proposal for Brewdock Bar and Eatery

Good Afternoon [REDACTED]:

We thank you for your feedback and advise that your concerns will be provided to both Council and the City's Department of Planning, Engineering and Regulatory Services for consideration.

Elaine Henley

Elaine Henley
City Clerk
t. 576-8202
c. 691-0451

From: [REDACTED]
Sent: Tuesday, March 3, 2020 3:13 PM
To: CityClerk <cityclerk@stjohns.ca>
Cc: Hope Jamieson <hjamieson@stjohns.ca>
Subject: Proposal for Brewdock Bar and Eatery

Dear Ms. Henley,

I wish to thank Ms. Jamieson for the opportunity to meet with the Mr. Martin and Mr. Farwell who are proposing to open the Brewdock Bar Eatery and Beer Garden. It was a very informative meeting with many issues discussed. I am not in favour of this establishment more especially an outside beer garden being permitted. The following are reasons why I am opposed.

1. I feel that the area has sufficient drinking/eating establishments already. The Bannerman Brewery is diagonally across the street and in the summer when patrons are out on the deck it is noisy.
2. An outdoor beer garden will present more noise. People tend to become louder when drinking and then you have one group trying to be heard above another.
3. The idea of speakers outside in the Beer Garden area no matter what the time of day is not feasible. That, combined with the noise from the patrons will be loud and only get louder.
4. Although I have no affiliation with the Journeys End Hotel some of their windows will overlook the beer garden and for anyone staying at that hotel I would suggest it would not be a quiet or pleasant area to have a room.
5. The Classic Cafe and Zachary's restaurant are established restaurants and I would hate to see them lose business.
6. Traffic is very busy in this area already and with the opening of another eating/drinking establishment it will become much worse.
7. The parking in this area at the present time is horrendous. To add more traffic here will present a very unsafe situation. The parking spaces in the area are blocked most of the time. Where will more cars park? There are 3

crosswalks in the area and the majority of vehicles do not pay much if any attention to pedestrians trying to cross. There have already been pedestrians knocked down on or near the crosswalk on Cavendish Square.

In closing I wish to say that the project is a good one but this is not the area as there are enough such establishments here. I plead to you all to understand that as well as a business area it is a residential area. There are many homes here, be they houses or condominiums but they are nonetheless homes. This is a neighbourhood of families, people who work hard and pay their taxes. We already have the Bannerman Brewery. We want to be able to enjoy the outside space without adding to the present noise that we have to endure. I am asking not to add more noise from another bar... or more especially an outside beer garden. This area is not the same as George Street. Please take into consideration that this is a neighbourhood not only an area for another businesses as proposed.

Thank you.

Respectfully submitted,

[REDACTED]

Resident of [REDACTED]

Sent from [Mail](#) for Windows 10

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Karen Chafe

From: CityClerk
Sent: Thursday, March 5, 2020 1:08 PM
To: [REDACTED]
Cc: Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Gerard Doran; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: FW: Resident Letter: Brewdock Project, 83 Duckworth Street
Attachments: 83 Duckworth Street Letter-Post Meeting.docx

Good Afternoon [REDACTED]

We thank you for your feedback and advise that all submissions will be presented to Council prior to a final decision being reached on this application.

Elaine Henley

Elaine Henley
City Clerk
t. 576-8202
c. 691-0451

From: [REDACTED]
Sent: Thursday, March 5, 2020 11:42 AM
To: CityClerk <cityclerk@stjohns.ca>
Subject: Resident Letter: Brewdock Project, 83 Duckworth Street

Hello -

I have attached my letter written as a result of the March 2 Resident/Business meeting with Councillor Jamieson.

Please forward this to involved city staff, the mayor, and councillors in advance of the March 9 council meeting.

Thank you.
[REDACTED]

*Please acknowledge receipt of this submission.

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March 5, 2020

Office of the City Clerk
City of St. John's NL

Re.: RESIDENT SUBMISSION regarding the Discretionary Use Application submitted by Brewdock Bar & Eatery at 83 Duckworth Street, St. John's NL

To: Honorable Mayor Danny Breen and respected City Councillors,

I am one of the residents of [REDACTED] who attended the meeting facilitated by Hope Jamieson on March 2, 2020. The consensus was to remain opposed to exterior speakers/music amplification.

I can safely write that all of us were surprised to learn – only at the meeting – that Brewdock did not withdraw its plan for outdoor speakers. I can also confidently write that the residents found the mayor's statement that ours is an "entertainment area", to be shocking. Until 10 months ago, we had quiet, enclosed restaurants, a few coffee shops, and several small retail businesses. "Entertainment" was not the drawing card; small, unimposing business was.

The declaration made; it is now our hope to control the parameters of new businesses as the area takes on this inevitable transformation. We would like to avoid the unintended consequences for the neighbouring properties of the George Street entertainment area. That area, it should be noted, does not directly abut houses/residents, as this area does, yet the negative impacts are still evident. How much worse would those impacts be here, given that this new Duckworth east entertainment development is not "separated" from the residents?

We are requesting:

- No exterior speakers/sound amplification/live music
- Exterior lighting that is primarily considerate to the residential properties
- Hours not to exceed 11pm: Sunday – Thursday, and Midnight: Friday & Saturday
- Increased parking monitoring, signage, planning

The first 2 of these requests are the limits within which the Bannerman Brewery has been legislated to operate. Although not strictly adhered to, they help to mitigate some of the negative effects of now residing in an evolving area of attraction in St. John's.

It would seem fair to the existing bar, that all such "entertainment" ventures had to operate with the same rules. It would further discourage new businesses, with more aggressive plans traditionally accommodated on George Street, to seek less populated areas of the city.

We were grateful to Councillor Jamieson for hearing our concerns, and sincerely hope that council honour our reasonable requests, as well as follow the city staff's recommendation against exterior speakers and insensitive lighting.

Thank you

[REDACTED]
[REDACTED]

March 6, 2020

Office of the City Clerk
City of St. John's NL

Re.: RESIDENT SUBMISSION regarding the Discretionary Use Application submitted by Brewdock Bar & Eatery at 83 Duckworth Street, St. John's NL

Subject: Unintended consequences of outdoor speakers

To: Honorable Mayor Danny Breen and respected City Councillors,

I was pleased to learn about a new business being developed at 83 Duckworth, however, of major concern is the request for outdoor speakers within close proximity to a residential area. I believe city staff are have recommended against outdoor speakers. This business could succeed without outdoor speakers, as all surrounding businesses currently do.

After speaking with over 20 residents, who have signed the petition tabled by Ms. Debbie Hanlon the previous week, I can report that the majority are requesting no outdoor speakers.

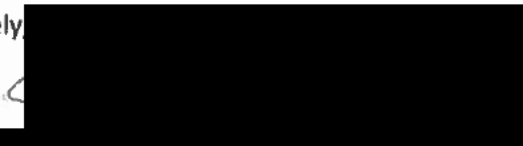
No one desires to hear their neighbors' music in their own home or back yard, even with a 9 pm restriction. There are unintended consequences on residents of music travelling.

Specific concerns of outdoor speakers:

- Amplified music travels into: homes, backyards, and down back alley corridors
- Precedence setting- neighboring businesses may also want set up their own speakers
- Controlling volume: the city would not want to spend scarce resources responding to complaints
- When/if this business shutters the outdoor speaker privilege falls into the hands of the next tenant

Please vote no to outdoor speakers. Thank you for your consideration and for your vote to respect and support the neighborhoods mixed residential and commercial zoning.

Sincerely,



Karen Chafe

From: CityClerk
Sent: Friday, March 6, 2020 11:55 AM
To: [REDACTED]; CityClerk
Cc: [REDACTED] Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Gerard Doran; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: RE: Updated Response to Brewdock 83 Duckworth Street application

Good Morning [REDACTED]:

Presumably this in addition to your previous submission.

Your submission will be presented to Council for consideration prior to a final decision being reached on this application.

Elaine Henley

Elaine Henley
City Clerk
t. 576-8202
c. 691-0451

From: [REDACTED]
Sent: Friday, March 6, 2020 11:34 AM
To: CityClerk <cityclerk@stjohns.ca>
Cc: [REDACTED]
Subject: Updated Response to Brewdock 83 Duckworth Street application

Dear Elaine,

Please forward this new response to the Brewdock 83 Duckworth Street application to the Mayor and City Councillors.

[REDACTED]

6 March 2020

To: Mayor Danny Breen and the St. John's City Council
From: [REDACTED]
Re: Application, *Brewdock Beer Bar and Eatery at 83 Duckworth St.*

Further to our email sent to the Clerk of the City Council on 30 Jan. 2020, we wish to express our dismay at the prospect of having outside loudspeakers some [REDACTED] metres from our kitchen, dining-room and bedroom windows. The CBC News website (below) on Feb. 25 quoted the Mayor about the Brewdock application saying, "There are restrictions on it to not have speakers on the deck." As of last Monday's public meeting at City Hall, organized by Councillor Jamieson, the developers are still planning to include outdoor loudspeakers, contrary to what the Mayor said and the CBC reported. I almost didn't go to this

meeting on the basis of this CBC story and wonder how many others didn't attend based on this misinformation. In retrospect, at least as of today, this story reeks of fake news.

<https://www.cbc.ca/news/canada/newfoundland-labrador/brewdock-outdoor-opposition-1.5474755>

We are seniors citizens who have had to put up with late-night concerts — last Friday night the police were called in at 1:30 a.m. to put an end to the relentless high-volume drum-beat — and 5 a.m. alarms of trucks backing up from the brewpub next door. One of my neighbours who works rotating shifts had to give up trying to get any sleep, and could not attend last Monday's meeting.

Several nearby residents expressed their ongoing frustrations over parking and the abuse of permits. Another concern had to do with deliveries that will have to be made at an already hazardous juncture where 18-wheelers coming down Ordnance St. snake around Duckworth and turn down Hill 'o Chips. Sound, which travels along to Cavendish Condominiums, up Ordnance and Wood Streets, will also affect guests on the other side of the wall at the Quality Inn. Wood Street wasn't an entertainment area when we moved in three years ago. If Bannerman Brewpub gets outdoor loudspeakers to compete with the Brewdock's sound system across the road, we'll have to relocate. We love this house and neighbourhood, but need our sleep.

Below is my full response to the CBC News story:

On 25 Feb 2020, in "Troubled history of site for proposed St. John's bar sparks concern for residents," CBC News reported the following:

"The plans for the Brewdock Beer Bar and Eatery at 83 Duckworth St. originally included outdoor speakers, but Coun. Hope Jamieson says that's just one of the concerns for residents in the area." True enough, but the story goes on to say:

"Developers have agreed to no longer include outdoor speakers for the deck, which council expects to relieve much of the concern." ERROR number 1.

And the mayor is quoted as saying: *"There are restrictions on it to not have speakers on the deck and to control the lighting on the deck," Breen said. "So I'm not sure what more can be done by the operators to mitigate the impact."* ERROR number 2.

In fact, the developers DO PLAN TO HAVE OUTDOOR SPEAKERS.

When Councillor Jamieson moved that a public hearing be held, "Some councillors pushed back on the motion, arguing it would delay the business from opening."

As of last night's meeting at St. John's City Hall (2 March 2020), the developers have amended their plan to INCLUDE OUTDOOR SPEAKERS. So any nearby residents who read this story and were satisfied there would be no problem with noise based on the statements made by their ward councillor and mayor may have decided not to attend the meeting.

The mayor has used this misinformation to support yet another brewpub in what he has described as "an entertainment area." This end of Duckworth Street is not to be confused with George Street. Many residents have experienced problems with loud late-night disturbances and parking. This development as it currently stands, while promising good beer, "no noise pollution" and tax dollars, will adversely affect the quality of living in a long-established downtown neighbourhood.

Clearly, the mayor and council should not make decisions which can have longstanding effects on residents based on misinformation. This CBC story contains critical errors which should be corrected.

....

30 January 2020

TO: The Clerk of the City Council, St. John's, NL

FROM

RE: Discretionary Use Application: Brewdock Bar & Eatery, 83 Duckworth Street

The south-east side of our home at [REDACTED] faces the proposed Brewdock Bar & Eatery — “a Lounge and Eating Establishment with an outdoor Lounge and Eating Establishment at 83 Duckworth Street.”

Our main concern with this application, as residents who are senior citizens, is that “speakers and lighting will be situated in the Outdoor Area.” As long as lighting doesn’t flash at our windows, we should be fine. It’s the potential disturbance from outdoor speakers that causes us concern.

The Outdoor Area, which we assume will take the form of a deck (it has yet to be built), will be approximately [REDACTED] metres from our backyard, kitchen, bedroom and upstairs office. On hot summer evenings, we have little choice but to open windows for circulation. In the past we have lost a lot of sleep over the loud revving of motorcycles, cars and late-night road-works.

Our home at [REDACTED] the Brewhouse Pub (the old Firehall) which occasionally has late-night concerts and trucks at 5 a.m. backing up for deliveries and trash removal just a few metres from our bedroom window. At least the Brewhouse Pub does not have outside speakers and they followed through on their promise to build a new fence between our properties which helps reduce the noise. But if the Brewdock Bar & Eatery is allowed to have outdoor speakers, will the Brewhouse also be allowed to have its own outside loudspeakers? If so, we may well have to pack up and move elsewhere. We love this old house, but we also need our sleep.

Depending on how powerful the speakers are, the volume to which they are cranked up to, the kind of music played, and the direction the speakers are pointed towards, life could either be peaceful or hell. We hope that residents do not have to put up with whatever loud noises a private business decides to play on outdoor speakers.

It is our hope there will be no outside speakers. If the application is approved as is, we hope the proprietors will consider their neighbours and keep the decibels down.

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Karen Chafe

From: Elaine Henley
Sent: Friday, March 6, 2020 2:41 PM
To: [REDACTED] CityClerk; CouncilGroup
Cc: Shanna Fitzgerald; Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Gerard Doran; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: RE: Brewdock Application.

Good Afternoon:

We thank you your feedback and advise that all submissions will be presented to Council for consideration prior to a final decision being reached on this application.

Elaine Henley

Elaine Henley
City Clerk
t. 576-8202
c. 691-0451

From: [REDACTED]
Sent: Friday, March 6, 2020 2:39 PM
To: CityClerk <cityclerk@stjohns.ca>; CouncilGroup <councilgroup@stjohns.ca>
Subject: Brewdock Application.

Good Day,

Thanks to Ward Two councillor for bringing us together with the project's proponents.

After this meeting, I make the following requests:

- a) that our neighbourhood not be considered an entertainment district. We are a neighbourhood with a few restaurants and now a pub-likely soon to be two.
- b) no outside speakers period. We don't want to hear their music. Bannerman was not allowed outside speakers. It should be the same for Brewdock.
- c) same hours as Bannerman. 11 pm week days and 12 am on weekends. This is consistent between the businesses and a matter of neighbourhood peaceful abiding.
- d) please consider raising the crosswalks at Wood Street and Ordinance.

Best regards,

[REDACTED]

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Karen Chafe

From: Elaine Henley
Sent: Friday, March 6, 2020 2:24 PM
To: [REDACTED] CouncilGroup
Cc: Shanna Fitzgerald; Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Gerard Doran; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: RE: Brewdock Application.

Good Afternoon [REDACTED]

We thank you for your feedback and advise that all submissions will be presented to Council for consideration prior to a final decision being reached on this application.

Elaine Henley

Elaine Henley
City Clerk
t. 576-8202
c. 691-0451

From: [REDACTED]
Sent: Friday, March 6, 2020 2:04 PM
To: CouncilGroup <councilgroup@stjohns.ca>
Subject: Fwd: Brewdock Application.

----- Forwarded message -----

From: [REDACTED]
Date: Fri., Mar. 6, 2020, 12:31
Subject: Brewdock Application.
To: <cityclerk@stjohns.ca>, <council@stjohnsnl.ca>

March 5, 2020
Office of the City Clerk
City of St. John's NL

Re.: RESIDENT SUBMISSION regarding the Discretionary Use Application submitted by Brewdock Bar & Eatery at 83 Duckworth Street, St. John's NL
To: Honorable Mayor Danny Breen and respected City Councillors,
I am one of the residents of [REDACTED] who attended the meeting facilitated by Hope Jamieson on March 2, 2020. I live at [REDACTED] and have been a resident for 11

years. May I first commend Councillor Hope Jamieson for facilitating a meeting to reiterate our concerns.

My neighbors have voiced their concerns regarding parking and traffic for the Ordnance St, Duckworth and Hill of Chips intersections. As a local resident and frequent pedestrian I have always used extreme caution negotiating those intersections. With the expected increase in pedestrian traffic, including patrons crossing between Brewdock and Bannerman pubs, I would ask that traffic calming measures be put in place for those intersections.

My other concern is that of the increase in noise level. I oppose the use of outdoor speakers ... Full stop ... Either for residents or businesses, day or night, it is just plain rude to impose your music on other people, we are all living so near to each other and sound travels.

Best regards,



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ST. JOHN'S

Report of Committee of the Whole - City Council (Part II)

Council Chambers, 4th Floor, City Hall

February 26, 2020, 9:00 a.m.

Present:	Mayor Danny Breen Deputy Mayor Sheilagh O'Leary Councillor Maggie Burton Councillor Dave Lane Councillor Sandy Hickman Councillor Deanne Stapleton Councillor Hope Jamieson Councillor Jamie Korab Councillor Ian Froude Councillor Wally Collins
Regrets:	Councillor Debbie Hanlon
Staff:	Kevin Breen, City Manager Tanya Haywood, Deputy City Manager of Community Services Jason Sinyard, Deputy City Manager of Planning, Engineering & Regulatory Services Cheryl Mullett, City Solicitor Susan Bonnell, Manager - Communications & Office Services Elaine Henley, City Clerk Ken O'Brien, Chief Municipal Planner Maureen Harvey, Legislative Assistant
Others	Brian Head, Manager of Parks and Open Space

2020 Capital out of Revenue

Recommendation

Moved By Councillor Lane

Seconded By Councillor Froude

That Council:

1. approve the 2020 Capital Out of Revenue list as attached in the amount of \$10,629,792
2. approve the recommended Parks Reserve projects as attached in the amount of \$595,000

For (10): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Lane, Councillor Hickman, Councillor Stapleton, Councillor Jamieson, Councillor Korab, Councillor Froude, and Councillor Collins

MOTION CARRIED (10 to 0)

Low Cost Spay/Neuter Program

Recommendation

Moved By Councillor Burton

Seconded By Councillor Korab

That Council approve the following changes to the low income spay/neuter program with an implementation date of March 1, 2020.

- Income eligibility updated to:
 - o Single \$25,000 or less.
 - o Combined family income \$40,000 or less.

For (10): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Lane, Councillor Hickman, Councillor Stapleton, Councillor Jamieson, Councillor Korab, Councillor Froude, and Councillor Collins

MOTION CARRIED (10 to 0)

Special Events Regulatory Committee – Terms of Reference

Recommendation

Moved By Councillor Jamieson

Seconded By Councillor Burton

That Council approve the newly developed Terms of Reference for the Special Events Regulatory Committee as presented.

For (10): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Lane, Councillor Hickman, Councillor Stapleton, Councillor Jamieson, Councillor Korab, Councillor Froude, and Councillor Collins

MOTION CARRIED (10 to 0)

Election Reform - Recommendations

Recommendation

Moved By Councillor Froude

Seconded By Deputy Mayor O'Leary

THAT Council amend the Election Finance By-Law as follows:

- Reduce the limit for a financial contribution considered a “donation” from \$250 to \$100
- Reduce the expenditure caps for each candidate from \$10,000 plus \$1.00 for each voter on the voters list, as follows:
 - Mayor \$10,000 plus .71 per voter on the voters list
 - Deputy Mayor \$10,000 plus .43 per voter on the voters list
 - Councillor at Large \$10,000 plus .14 per voter on the voters list
 - Ward Councillor \$10,000 plus .07 for each voter on the voters list
- Reduce the timeline for disclosure of campaign contributions from the current ninety (90) days to thirty (30) days post-election
- Impose a cap on corporate and union donations to 50 percent of the total allowable contributions in the 2021 election and prohibit any/all corporate and union donations beginning in the 2025 election
- Reduce corporate and trade union donations from \$2,000 to \$1,000 as is currently permitted from an individual
- Contributions can only be made to a candidate within the calendar year of the election

- Require the disclosure of expenditures in addition to the contributions

For (8): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Lane, Councillor Stapleton, Councillor Jamieson, Councillor Korab, and Councillor Froude
Against (2): Councillor Hickman, and Councillor Collins

MOTION CARRIED (8 to 2)

Recommendation

Moved By Deputy Mayor O'Leary

Seconded By Councillor Korab

THAT Council approve maintaining the current structure which includes the position of mayor, deputy mayor, five ward councillors and four councillors at large.

For (10): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Lane, Councillor Hickman, Councillor Stapleton, Councillor Jamieson, Councillor Korab, Councillor Froude, and Councillor Collins

MOTION CARRIED (10 to 0)

Recommendation

Moved By Councillor Hickman

Seconded By Deputy Mayor O'Leary

THAT Council engage with Municipalities Newfoundland and Labrador (MNL) to determine whether there is a willingness to lobby the Province to change legislation to provide further voting options.

For (9): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Hickman, Councillor Stapleton, Councillor Jamieson, Councillor Korab, Councillor Froude, and Councillor Collins

MOTION CARRIED (9 to 0)

Recommendation

Moved By Deputy Mayor O'Leary

Seconded By Councillor Jamieson

THAT Council continue to engage both the public and staff on ways to improve accessibility, diversity and increase voter turnout.

For (9): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Hickman, Councillor Stapleton, Councillor Jamieson, Councillor Korab, Councillor Froude, and Councillor Collins

MOTION CARRIED (9 to 0)

Recommendation

Moved By Councillor Jamieson

Seconded By Councillor Lane

THAT Council engage with Municipalities Newfoundland and Labrador (MNL) to determine whether there is a willingness to lobby the Province to change legislation to permit permanent residents to vote.

For (10): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Lane, Councillor Hickman, Councillor Stapleton, Councillor Jamieson, Councillor Korab, Councillor Froude, and Councillor Collins

MOTION CARRIED (10 to 0)

Recommendation

Moved By Councillor Burton

Seconded By Councillor Froude

THAT Council, engage with Municipalities Newfoundland and Labrador (MNL) to lobby the Provincial Government to amend the Municipal Elections Act to reduce the residency requirements from 30 days to 21 days prior to election day.

For (10): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Lane, Councillor Hickman, Councillor Stapleton, Councillor Jamieson, Councillor Korab, Councillor Froude, and Councillor Collins

MOTION CARRIED (10 to 0)

Recommendation

Moved By Councillor Korab

Seconded By Councillor Stapleton

THAT Council approve the continued use of signage in election due to its continued necessity in campaigning.

For (9): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Lane, Councillor Stapleton, Councillor Jamieson, Councillor Korab, Councillor Froude, and Councillor Collins

Against (1): Councillor Hickman

MOTION CARRIED (9 to 1)

Strategic Plan 2019 Report on Progress and 2020 Action Plan (Draft)

The City Manager provided Council with the update on the 2019 Strategic Plan and Continuous Improvement Progress Report.

Recommendation

Moved By Councillor Jamieson

Seconded By Councillor Froude

That Council accept the 2019 Strategic Plan and Continuous Improvement Progress Report and approve the 2020 draft initiative plan.

For (7): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Stapleton, Councillor Jamieson, Councillor Korab, and Councillor Froude

MOTION CARRIED (7 to 0)

Built Heritage Experts Report - February 12, 2020

**164 Signal Hill Road
Single Detached Dwelling
DEV1900165**

Recommendation

Moved By Councillor Burton

Seconded By Councillor Jamieson

That Council accept the Built Heritage Expert Panels recommendations for 164 Signal Hill Road that:

1. The proposed building footprint is acceptable
2. A two-storey house is acceptable at this site, however,
 1. The proposed overall height should be reduced to mitigate any negative impacts of view for neighbours;
 2. The design should be changed to incorporate a low-sloping gable or hipped roof, in keeping with other houses in the neighbourhood.
 3. The design, materials and windows should be in keeping with the character of the Battery Neighborhood.

For (7): Mayor Breen, Deputy Mayor O'Leary, Councillor Burton, Councillor Stapleton, Councillor Jamieson, Councillor Korab, and Councillor Froude

MOTION CARRIED (7 to 0)

Mayor

DECISION/DIRECTION NOTE

Title:	2020 Capital Out of Revenue
Date Prepared:	February 24, 2020
Report To:	His Worship the Mayor and Council
Councillor and Role:	All
Ward:	All wards
Decision/Direction Required:	Council to Approve 2020 Capital Out of Revenue Listing & Parks Reserve Projects

Discussion – Background and Current Status:

The City's Capital out of Revenue program is determined on an annual basis and funded primarily from an allocation from the City's annual operating budget, as well as other sources. This program is different from the City's larger cost-shared capital arrangements with the Federal and Provincial Governments, for which the City borrows its share of the cost.

Total Capital out of Revenue funding is comprised of:

CAPITAL OUT OF REVENUE FUNDING	2020 Budget
Federal Gas Tax Funding - Mews replacement	7,089,587
Provincial Gas Tax - One Time - Unrestricted	831,153
Parks Reserve	1,591,283
Fleet acquisition	3,600,000
Water related projects	3,230,000
Carried forward - Net funds from previous projects	1,188,703
General	7,018,653
TOTAL CAPITAL OUT OF REVENUE FUNDING	24,549,379

The sources of funding are described further below. It is important to note that some sources are already committed for various purposes, while others are available for general use.

1. Federal and Provincial Gas Tax Funding - Federal Gas Tax funding has been fully dedicated by Council directive to the replacement of the Mews Recreation Centre. The Provincial Gas Tax amount of \$831K was first awarded in the 2015 Provincial budget. This amount is unrestricted and as such can be spent on any project and has been included with the general capital out of revenue contribution.
2. Parks Reserve - Development fees collected in excess of the Parks Reserve annual cap of \$3 million. These excess funds are redistributed for general capital use.

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3. Fleet acquisition fund - In accordance with City policy this is dedicated to replacement of the City's fleet. This amount is unchanged from the 2016-2018 Capital Plan.
4. Water related projects - These funds are committed to projects that are funded through the water tax and focus exclusively on work related to the water system.
5. Carried Forward and General- This amount is not project specific and used to fund an assortment of projects. Amounts carried forward are attached. Transfers will be required to balance and close numerous capital jobs with the net funding remaining brought forward.

Combining the sources of funding that are not otherwise committed gives the following funding available for projects for 2020:

UNCOMMITTED FUNDS FOR GENERAL USE	2020 Budget
Provincial Gas Tax - One Time - Unrestricted	831,153
Parks Reserve	1,591,283
Carried forward - Net funds from previous projects	1,188,703
General	7,018,653
TOTAL UNCOMMITTED FUNDS FOR GENERAL USE	10,629,792

Below is the proposed capital out of revenue expenditure listing for 2020.

CAPITAL OUT OF REVENUE EXPENDITURE	2020 Budget
Grind and Patch	1,970,000
Snow removal/dump	886,431
Capital grants Community Groups	800,000
Various City Buildings	500,000
Sidewalk/Curb/Gutter Repair	650,000
IT Project Capital Budget	250,000
Affordable Housing Strategy	133,500
Kenmount Fire Station Upgrade (City Share)	187,500
SJRFD Radio System	22,500
Sanders - Fleet Replacement	550,000
Municipal Residential Tree Planting Initiative	25,000
Large Diameter Culvert Replacement	180,000
Annual Traffic Calming Program	50,000
Bike St. John's Master Plan - Project	377,923
Annual Infill Sidewalk Program	(50,000)
Loader Purchase	600,000
St. John's Airport - Flight Attraction Contribution	200,000
Fort Amherst (City Share)	100,000
Wetlands Study Phase 2	350,000
Rawlin's Cross Reconfiguration (subject to approval)	150,000
City Hall Energy Efficiency Assessment (Sustainability Plan)	100,000
Cameras on Sanders	200,000
Pavement Marking Digitization	100,000
Downtown Decorative Lighting	291,938
Asphalt Lab Relocation	175,000
George Street Revitalization Project - Study Only	50,000
Pedestrian & Bike Counters	50,000
Bike Racks	10,000
Sidewalk snowblowers (2)	620,000
Sidewalk plows (4)	800,000
Land Acquisition	300,000
TOTAL CAPITAL OUT OF REVENUE EXPENDITURE	10,629,792

Approval is currently being sought for the 2020 budget year only. Pending a further review of capital needs and project funding requirements, approval for 2021 projects will be sought at a later date.

It is important to note that should a 2020-2023 MYCW cost-shared program with Government of Newfoundland and Labrador not be available or at an amount not comparable to previous programs, the above listing may need to be reevaluated.

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Below is a list of projects recommended to be funded from the Parks and Open Spaces Reserve which contains a balance of \$3M.

PARKS RESERVE EXPENDITURE	2020 Budget
Canadian Tire Jumpstart Contribution	300,000
Bowring Park Observation Decks	45,000
McNiven PI to Dureness St Trail Connection	100,000
Victoria Park - Phase 3	150,000
TOTAL PARKS RESERVE EXPENDITURE	595,000

Key Considerations/Implications:

1. Budget/Financial Implications

As per above.

2. Partners or Other Stakeholders

Many residents and businesses are affected by decisions related to Capital expenditure. Recent budget engagement and Citizen surveys provided an opportunity to incorporate that feedback into the decisions made around the capital listing.

3. Alignment with Strategic Directions/Adopted Plans

Consideration must be given to how the projects listed align with the City's newly developed Strategic Plan goals.

4. Legal or Policy Implications

5. Engagement and Communications Considerations

6. Human Resource Implications.

7. Procurement Implications

Timeliness of approval of the plan is important to allow departments time to prepare (i.e. prepare tenders, RFP's, etc.) for the upcoming construction season.

8. Information Technology Implications

9. Other Implications



Recommendations:

1. Council approve the 2020 Capital Out of Revenue list.
2. Council approve the recommended Parks Reserve projects.

Attached: Report: Funds Carried Forward from Previous Projects

Prepared by/Signature: Melanie Shea, Financial Accountant

Approved by/Date/Signature: Kevin Breen, City Manager

Derek Coffey, Deputy City Manager – Finance & Administration



Funds Carried Forward From Previous Projects

Budget Year	Description	Job #	Available
2019	Grind & Patch	ENG-2019-962	(9,633.52)
2019	Oxen Pond Road Storm Sewer Upgrade	Eng-2019-963	27,836.67
2019	2019 Carry forward Amount Adjustment	N/A	50,000.00
2017 NRP	Portugal Cove Road WTM Replacement	ENG-2017-854	(140,468.91)
2018	Cumberland Crescent Storm Sewer	ENG-2018-896	500,000.00
2013	Blackmarsh Rd/Captain Whalen	ENG-2013-669	(65,000.00)
2019	Linegar Avenue Phase 1B	ENG-2019-950	300,000.00
2017	Team Gushue Highway - notional amount to be set aside	N/A	500,000.00
2017	Rotary Park Wharf	ENG-2017-874	(2,315.47)
2017	BAY BULLS ROAD PH 2	ENG-2013-674	(3,004.35)
2017	TERRA NOVA RD ARCHIVES BLDNG	ENG-2015-767	31,288.77
	Total Funds Carried Forward		1,188,703.19

DECISION NOTE

Title: Financial Eligibility Requirements for The Low Cost Spay/Neuter Program

Date Prepared: February 18, 2020

Report To: Committee of the Whole

Councillor and Role: Maggie Burton, Chair

Ward: Not Ward Specific

Issue: Low Volume of Surgeries Being Performed

Discussion – Background and Current Status:

The City provides a low cost spay/neuter program for residents of St. John's with a goal of decreasing the cat overpopulation issue.

The cat spay program is performed at the Humane Service division (maximum 140 surgeries per year). The cat neuter program has been outsourced to the Kenmount Road Animal Hospital (ability to perform 500++ surgeries per year).

There has been a low response from residents for both programs but specifically the cat neuter program. The cat spay program had an uptake of 50/105 for April-December 2019. The cat neuter program had an uptake of 28/500++ for the same period.

The Kenmount Road Animal Hospital also performs the SPCA low cost program surgeries and performed 276 cat neuters for the SPCA in 2019. This equals 248 more than the City cat neuter program.

One of the barriers in residents availing of the program is the net income level threshold.

The City's eligibility requirements are:

- combined family net income of \$25,000 or less.
- ages 65 or older receiving the guaranteed income supplement.

The SPCA's eligibility requirements are:

- combined family net income of \$ 40,000 or less.
- single net income \$25,000 or less.

Program to be revised to include the following:

Changes to be made to the income level to match that of the SPCA with a goal of making the program more accessible to residents and increasing the number of surgeries performed per year. As a result of making these changes there would more greatly impact in the cat overpopulation issue.

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Key Considerations/Implications:

1. Budget/Financial Implications

N/A

2. Partners or Other Stakeholders

N/A

3. Alignment with Strategic Directions/Adopted Plans

- **Strategic Plan 2015-2018 Goal: *Responsive and Progressive***
Identify and deliver on projects, strategies and programs.

4. Legal or Policy Implications

N/A

5. Engagement and Communications Considerations

Public information when eligibility level is changed.

6. Human Resource Implications

N/A.

7. Procurement Implications

N/A

8. Information Technology Implications

N/A

9. Other Implications

N/A

Recommendation

That Council approve the following changes to the low income spay/neuter program with an implementation date of March 1, 2020.

- **Income eligibility updated to:**
 - **Single \$25,000 or less.**
 - **Combined family income \$40,000 or less.**

Prepared by/Date/Signature:

Cindy R. McGrath, Manager, Humane Services

Signature: _____

Heather Hillier, Shelter Veterinarian

Signature: _____

Approved by/Date/Signature:

ST. JOHN'S

Tanya Haywood, DCM

Signature: _____

Attachments:

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DECISION/DIRECTION NOTE

Title: Special Events Regulatory Committee – Terms of Reference

Date Prepared: February 20, 2020

Report To: Committee of the Whole

Councillor and Role: Councillor Hope Jamieson – Special Events

Ward: N/A

Decision/Direction Required:

Seeking approval from Council to approve the newly developed Terms of Reference for the Special Events Regulatory Committee.

Discussion – Background and Current Status

- Attached are newly developed Terms of Reference to govern the Special Events Regulatory Committee (historically known as the Special Events Advisory Committee).
- Its mandate and purpose remain as is with the Terms of Reference providing further clarity.
- Community Services will provide continued oversight of the Committee with the Office of the City Clerk provides support as required.

Key Considerations/Implications:

1. Budget/Financial Implications: N/A
2. Partners or Other Stakeholders:
 - Members of the Special Events Regulatory Committee
 - Event Organizers
 - Members of the General Public
3. Alignment with Strategic Directions/Adopted Plans: N/A
4. Legal or Policy Implications: N/A
5. Privacy Implications: N/A
6. Engagement and Communications Considerations: N/A
7. Human Resource Implications: N/A

8. Procurement Implications: N/A

9. Information Technology Implications: N/A

10. Other Implications: N/A

Recommendation:

That Council approve the newly developed Terms of Reference for the Special Events Regulatory Committee as presented.

Prepared and Approved by: Elaine Henley, City Clerk

Special Events Regulatory Committee TERMS OF REFERENCE

1. GENERAL INFORMATION	
Advisory committee name:	Special Events Regulatory Committee
Reporting to:	Committee of the Whole / Council
Date of formation:	
Meeting frequency:	2 to 8 meetings per year, based on the number Special Event Applications Received
Staff lead:	Supervisor – Tourism & Events
Other staff liaison:	Special Projects Coordinator
Council member:	Councillor Hope Jamieson
2. PURPOSE	
<p>The Special Event Regulatory Committee's primary purpose is to provide support to organizers of outdoor special events to ensure all regulatory requirements are met to execute a safe and successful event. Outdoor events also include those categorized in the Special Event Policy and Procedure Manual.</p> <p>Specifically, the Committee will:</p> <ul style="list-style-type: none"> • Ensure all relevant forms and supporting documentation necessary are submitted. • Facilitate event review by leveraging the expertise and experience of those on the Committee. • Ensure the event is conducted in compliance with applicable Federal, Provincial and Municipal legislation and regulations. <p>Through the application and approval process, Special Event Regulatory Committee members advise on potential issues arising from their areas e.g. traffic control, crowd control or road closure.</p> <p>The Regulatory Committee recommendations to the Committee of the Whole and/or the Regular Meetings of Council will occur in the manner defined by these terms of reference to support City Policy. The purpose of this Committee in relation to specific policies, plans and strategies is as follows:</p> <p>Regulatory Committee Relationship to Strategic Plan:</p> <ul style="list-style-type: none"> • A Sustainable City – A City that is sustainable today and for future generations; Economically, Environmentally and Financially. • A Connected City – A City where people feel connected, have a sense of belonging, and are actively engaged in Community Life. 	

Special Events Regulatory Committee TERMS OF REFERENCE

Applicable Legislation/City Bylaws:

- City of St. John's Act
- National Building Code (2010)
- City of St. John's Noise Bylaw
- Service NL – Environmental Health Regulations
- National Fire Code 2015
- NFPA Life Safety Code 101. (2015)
- Natural Gas and Propane Installation Code B149.1-15
- Liquor Control Act
- Liquor Licensing Regulations
- Cannabis Control Act
- Cannabis Licensing and Operations Regulations
- Aeronautics Act
- Canadian Aviation Regulations

3. MEMBERSHIP AND COMPOSITION

3.1 Composition

3.1.1 Public Members

Organizations

The Special Event Regulatory Committee will be comprised of representatives from the following organizations:

- Eastern Health
- Service NL
- NL Liquor Corporation
- Royal Newfoundland Constabulary
- St. John Ambulance
- Additional agencies as required based on the event application

Each organization may appoint an alternate representative to attend committee meetings if the primary member is unable to attend.

3.1.2 Staff and Council Members (Ex-Officio Members)

Committee Chair/Lead Staff

A Committee Chair/Lead Staff will be appointed to the committee by the appropriate City executive or senior management.

Special Events Regulatory Committee TERMS OF REFERENCE

City Staff

The Special Event Regulatory Committee is comprised of staff from the following:

- Corporate Risk and Recovery
- Community Services
- Parking Services
- Parks & Open Spaces
- Regulatory Services
- Transportation
- Emergency Preparedness (St. John's Regional Fire Department)
- Fire Support Services (St. John's Regional Fire Department)

City Clerk

The City Clerk will provide support to the Committee as determined by the Chair and the City Clerk.

Council

The Committee will have one council representative acting as committee spokesperson/champion.

3.2 Length of Term

There is no length of term with respect to organization members as well as staff members.

Cooling-off Period (Former City Staff and Council)

There will be a cooling-off period of two years for Council and Staff once they are no longer associated with the City. Setting term lengths with a cooling-off period will promote gradual turnover, ensuring a constant balance between new members and former staff or council.

4. ROLES, RESPONSIBILITIES AND REPORTING

4.1 Shared Roles and Responsibilities

Committee roles include:

- Advise and make recommendations to Council on matters relevant to the committee's defined Purpose.
- Provide organizational based expertise.
- Attend Committee and other meetings, and on-site inspections.

Special Events Regulatory Committee TERMS OF REFERENCE

Conduct

Members shall strive to serve the public interest by upholding Federal, Provincial and Municipal laws and policies. Committee members are to be transparent in their duties to promote public confidence. Members are to respect the rights and opinions of other committee members.

Members will also be conduits to/from their respective organizations. As such they will be expected to provide insight on behalf of organizational stakeholders and update their members on the work of the committee.

Preparation

Application processing – members are to review event applications and documentation while providing feedback to the Special Projects Coordinator in a timely manner.

Meeting agendas and accompanying materials will be circulated electronically prior to all meetings; members are expected to review all distributed materials prior to meetings.

Agendas

Agendas are comprised of event applications and supporting documentation. All members are to submit potential agenda items and related material to the Committee Chair/Lead Staff person for consideration.

Voting

During Committee meetings, members will thoroughly discuss event applications and will vote on each. All recommendations are forwarded to Council for approval.

4.2 Defined Member Roles and Responsibilities

4.2.1 City Staff

Chair/Lead Staff

- To act as a liaison between the Committee and the City; linking across departments on issues relevant to committee work.
- Ensure the committee is informed about City policy, procedure and available resources in reference to specific agenda items and to provide assistance to the committee where appropriate.
- Request additional staff support/attendance as needed.

Special Events Regulatory Committee TERMS OF REFERENCE

- Incorporate input from the Committee into ongoing City work where appropriate (e.g. projects, staff updates, publications).
- Uphold Committee processes and functions in accordance with all terms presented, maintaining productivity and focus. This includes ensuring Committee members conduct themselves in a professional manner.
- Fulfill Committee requirements related to reporting processes (annual presentations, written reports, FAQ's etc.).

Staff Liaison

- Assists Lead Staff in above noted duties.
- Develop agendas in cooperation with the Chair and City Clerk's Office for distribution.
- Prepare and submit agenda items and accompanying materials to the City Clerk (i.e. act as a conduit for all communications between members, the City Clerk and applicants).

City Clerk

Leading or supporting day-to-day committee activities such as the co-ordination of meeting schedules and the external/internal distribution/posting of committee agendas and reporting forms (i.e. meeting notes/minutes).

4.2.2 Council

One council representative will sit on the Committee as the Council Champion.

The role of Council Champion is to advise Council through Committee of the Whole and Regular meetings, and to promote and enhance the Committee's function. The Council Champion will be encouraged to attend meetings and to act as a liaison between the committee and council.

4.3 Reporting

The Special Event Regulatory Committee shall report through the Committee of the Whole to Council; however, depending on the event application, recommendations may be directed to a Regular Meeting of Council.

Standardized Reporting Process:

The Committee Chair and City Clerk will work to complete a report for Council's consideration.

Special Events Regulatory Committee TERMS OF REFERENCE

Notes:

- Council to be kept informed of committee activities through formal reporting and through the Council Champion.
- Organizational representatives will be encouraged to report back to their respective organizations regarding committee work.

5. COMMITTEE RECRUITMENT AND SELECTION

5.1 Recruitment, Vacancies and Applications

Replacement representatives are provided from organizations as well as Divisions when necessary.

6. PUBLIC ENGAGEMENT

N/A

7. OTHER GOVERNANCE

7.1 Review of Terms

Taking into account recommendations from the Chair, Council, the City Clerk and Lead Staff, the Special Event Regulatory Committee will, at the first meeting of every year, review the terms of reference documents. The purpose of this review is to ensure the operation and function of the committee is still aligned with its defined purpose. Through this review process, amendments to the Terms of Reference will be recommended to Council through the Committee of the Whole.

7.2 Meeting and Schedules

The frequency of Committee meetings will be determined by the Chair/Lead Staff, and City Clerk, as deemed necessary.

Unless otherwise specified, Committee meetings shall be held at City Hall and shall be closed to the public.

7.3 Conflicts of Interest and Confidentiality

Conflicts of Interest

A conflict of interest refers to situations in which personal, occupational or financial considerations may affect or appear to affect the objectivity or fairness of decisions related to the committee activities. A conflict of interest may be real, potential or perceived in nature. Conflict of Interest may occur when a Committee member participates in discussion or decision-making about a matter which may financially

Special Events Regulatory Committee TERMS OF REFERENCE

benefit that Member or a member of his/her family, or someone with whom the Committee member has a close personal relationship, directly or indirectly, regardless of the size of the benefit.

In cases where the Committee agenda or Committee discussions present a conflict of interest for a member, that member is required to declare such conflict; to abstain from discussion; and remove themselves from the meeting room until the agenda item has been dealt with by the Committee.

Confidentiality:

All Committee members are required to refrain from the use or transmission of any confidential or privileged information while serving with the Special Event Regulatory Committee.

Staff Liaison Name:

Signature: _____

Date: _____

Chair Name:

Signature: _____

Date: _____

City Clerk Name:

Signature: _____

Date: _____

ST. JOHN'S

Ad Hoc Internal Election Committee Report

Members: Mayor Danny Breen
Councillor Ian Froude
Councillor Dave Lane
Councillor Maggie Burton
Elaine Henley, City Clerk
Karen Chafe, Supervisor – Office of the City Clerk

Arising from the **Report of the Citizens' Assembly for Stronger Elections (CASE)**, an ad hoc internal election committee ("committee") was formed to review the proposed recommendations.

It was subsequently determined at the Regular Meeting of Council held July 22, 2019 that in order to ensure objectively and broaden the perspective, an outside panel be engaged. The four-person panel ("panel") was comprised of people in the community with expertise and/or experience in this area.

The panel presented its report entitled "**A Review of Selected Election Processes for the City of St. John's**" to the City on September 30, 2019. The report responded to the issues identified in its **Terms of Reference**.

The committee, through meetings with the panel and continued discussion, deliberation and analysis, present the following recommendations:

1. Campaign Finance

- a) Reduce expenditure caps based on the real need of campaigns, the effect on barriers for new candidates, and the relationship with voter engagement.
- b) Ban corporate and union donations based on public trust concerns, and barriers for new candidates.
- c) Amend the necessary by-laws to reduce timeline for disclosure of campaign contributions to allow greater transparency of donors.
- d) Amend the necessary by-laws to require disclosure of expenditures in addition to contributions to improve transparency and public trust.

Recommendation #1

THAT Council amend the Election Finance By-Law as follows:

- Reduce the limit for a financial contribution considered a “donation” from \$250 to \$100
- Reduce the expenditure caps for each candidate from \$10,000 plus \$1.00 for each voter on the voters list, as follows:
 - Mayor \$10,000 plus .71 per voter on the voters list
 - Deputy Mayor \$10,000 plus .43 per voter on the voters list
 - Councillor at Large \$10,000 plus .14 per voter on the voters list
 - Ward Councillor \$10,000 plus .07 for each voter on the voters list
- Reduce the timeline for disclosure of campaign contributions from the current ninety (90) days to thirty (30) days post-election
- Impose a cap on corporate and union donations to 50 percent of the total allowable contributions in the 2021 election and prohibit any/all corporate and union donations beginning in the 2025 election
- Reduce corporate and trade union donations from \$2,000 to \$1,000 as is currently permitted from an individual
- Contributions can only be made to a candidate within the calendar year of the election
- Require the disclosure of expenditures in addition to the contributions

2. Council Structure

- a) Further study the current and other potential council structures (i.e. ward and/or at-large councillors) and the method of determining the roles mayor and deputy mayor to determine the best fit for your community.

Recommendation #2

THAT Council approve maintaining the current structure which includes the position of mayor, deputy mayor, five ward councillors and four councillors at large.

3. Electoral Systems

- a) Increase proportionality, reduce strategic voting and promote a more equitable democratic process by adopting a ranked ballot for the municipal electoral system.

Recommendation #3

THAT Council engage with Municipalities Newfoundland and Labrador (MNL) to determine whether there is a willingness to lobby the Province to change legislation to provide further voting options.

4. Voting Method

- a) Conduct an independent review to determine whether the mail-in-ballot system met the objective of increasing accessibility, improving and diversifying voter turnout and providing cost savings.

Recommendation #4

THAT Council continue to engage both the public and staff on ways to improve accessibility, diversity and increase voter turnout.

5. Enfranchisement

- a) Lobby the Provincial Government to amend the necessary legislation to change the voting day to enfranchise student voters.
- b) Resolve to allow permanent residents to vote if and when the province has made the necessary legislative changes.
- c) Lobby the Provincial Government to amend the necessary legislation to grant permanent residents the right to vote in municipal elections.

Recommendation #5

THAT Council engage with Municipalities Newfoundland and Labrador (MNL) to determine whether there is a willingness to lobby the Province to change legislation to permit permanent residents to vote.

Recommendation #6

THAT Council lobby the Provincial Government to amend the Municipal Elections Act to reduce the residency requirements from 30 days to 21 days prior to election day.

6. Election Signage

- a) Investigate the use of election signage noting that other Canadian jurisdictions have banned the use of such in public places.

Recommendation #7

THAT Council approve the continued use of signage in election due to its continued necessity in campaigning.

DECISION/DIRECTION NOTE

Title: Strategic Plan 2019 Report on Progress and 2020 Action Plan (Draft)

Date Prepared: Feb. 12, 2020

Report To: Committee of the Whole

Councillor and Role: Mayor, Governance and Strategic Priorities

Ward: N/A

Decision/Direction Required: Table the 2019 Strategic Plan and Continuous Improvement progress reports and seek approval on the draft initiatives for 2020.

Discussion – Background and Current Status:

The City's Strategic Plan, [Our City, Our Future](#), was approved by Council in March 2019 along with a series of [action items](#) to begin in 2019. The plan is designed to have four strategic directions covering a period of ten years – A Sustainable City, A City that Moves, A Connected City, and An Effective City and goals to reflect the priorities for each term of Council. The action planning process is an annual activity whereby staff review progress on the planned activities, add/or adjust timelines where required, and identify new activities for 2020 to achieve the goals.

Below is a summary of the 2019 progress against the plan.

Completed Initiatives

Twenty-nine initiatives were noted as complete, meaning the item was completed in full and has concluded or the planned activities associated with the initiative for 2019 were completed. In the case of the latter, the item has additional actions which go in to 2020/21 and the Council progress update notes the activities planned for 2020. These include:

- Advance the Sustainability Plan
- Advance the Healthy City St. John's Strategy
- Advance an Information Management Strategy
- Develop Policies and Procedures to enhance Regulatory Services

Eight policies were completed in 2019 which are now in various stages of implementation.

Two significant reviews/strategies were completed in 2019: Public Transit Review and Bike St. John's Strategy. These have resulted in projects/initiatives being added to the 2020 Action Plan.



On Track Activities

Ten initiatives scheduled into 2020 are on track for completion. Some of these are multi-year projects/strategies such as the advancement of a new city website.

Behind

Five initiatives are behind schedule meaning that while progress has been made, the initiative has not progressed as quickly as planned due to a variety of challenges or delays. Details are provided in the Council progress updates in the report.

Overdue

Eighteen initiatives are overdue. These are initiatives that were planned to be fully complete in 2019 but for a variety of reasons have been delayed and were not able to be completed on time. The Council progress updates provide notes for each initiative.

Summary

Of the 62 initiatives outlined in the 2019 Action Plan, nearly two thirds or 63% are complete or on track and 37% are behind or overdue. All items noted as behind or overdue are now scheduled for completion in 2020.

An overview of progress on the 2019 CI projects is also provided in the report. The next quarterly report will provide a more comprehensive CI update noting new projects for 2020 and sustained results from 2018 projects.

2020 Action Plan

There are 45 new initiatives scheduled to begin in 2020. Some of these span multiple years and the start and end dates are reflected in the report. As noted earlier, some existing 2019 initiatives also have new activities planned for 2020 which are not reflected in these numbers.

As outlined in the framework for the strategic plan, Council will receive progress reports on a quarterly basis with the first report scheduled for early April 2020.

Key Considerations/Implications:

1. Budget/Financial Implications:

All items in the strategic plan are aligned with operating or capital budget.

2. Partners or Other Stakeholders:

The guiding principle of the strategic plan framework states: We will work with partners and municipal neighbours to advance our strategic directions through cooperative and innovative approaches.

3. Alignment with Strategic Directions/Adopted Plans:
The strategic plan is the overarching plan for the city.
4. Legal or Policy Implications:
Any legal or policy implications are considered as initiatives are planned for and implemented.
5. Privacy Implications:
The City follows its Privacy policy when planning for new projects.
6. Engagement and Communications Considerations:
Where appropriate, engagement and communications are involved in the development and implementation of initiatives in this plan. The Division of Organizational Performance and Strategy prepares and publishes reports on the strategic plan and its action plans for both the City's intranet and internet. Marketing and Communications shares the plans through other traditional communications channels. In early 2020, the public dashboard showing real time progress of the plan will also be launched.
7. Human Resource Implications:
N/A
8. Procurement Implications:
All projects and initiatives follow current legislation and policy.
9. Information Technology Implications:
Information services is consulted in the development of the annual action plan.
10. Other Implications:

Recommendation: Table the 2019 Progress Report at an upcoming meeting of Council and approve the 2020 draft initiative plan.

Prepared by/Date: Victoria Etchegary, Manager, Organizational Performance and Strategy, Feb. 12, 2020

Reviewed by/Date: Derek Coffey, Deputy City Manager, Finance and Administration, Feb. 12, 2020

Approved by/Date: Kevin Breen, City Manager

Attachments:

Council Update Report 2019
CI Project Status Report
Draft 2020 Action Plan



Annual Action Plan

- Progress report on 2019 actions
- Draft 2020 actions
- Continuous improvement project update

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



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

CITY OF ST. JOHN'S PLAN

A SUSTAINABLE CITY

Goal	Start Date	Due Da...	Current Com...	Council Report Update
Be financially responsible and accountable: 100%	2019/01/01	2022/01/01	On Track	<i>No updates recorded</i>
→ Develop a Fraud Policy: 100%	2019/01/01	2019/12/31	Complete	NEW Council Quarterly Achievements: Policy was approved by Council on January 13, 2020. 2020/01/14
→ Develop a Sponsorship Policy: 100%	2018/01/01	2019/12/31	Complete	NEW Council Quarterly Achievements: Policy was approved by Council on January 13, 2020. 2020/01/14
→ Develop a City-wide Cash Handling and Petty Cash Policy: 100%	2019/01/01	2019/12/31	Complete	NEW Council Quarterly Achievements: Approved by Council January 13, 2020 2020/01/13
→ Develop a Collection of Accounts Receivable Policy: 100%	2019/01/01	2019/12/31	Complete	NEW Council Quarterly Achievements: Policy was approved by Council at its regular meeting on November 12, 2019. 2019/11/14
→ Advance a corporate wide asset management plan: 100%	2019/01/01	2021/12/31	On Track	NEW Council Quarterly Achievements: Key milestones achieved in 2019 include: the creation of an Asset Management (AM) team, a CI review of AM business processes in the organization, completion of the FCM AM readiness scale, and the initial drafting of an AM Policy. Future objectives (2020-2024) include: finalizing the AM policy, developing an AM governance structure and framework within the organization, identifying stakeholder values and priorities, establishing current & target levels of service, various data collection initiatives, development of an overall AM strategy, and developing distinct AM plans for the various classes of assets at the City. It is intended that these steps will lead to the development of a State of the Infrastructure Report (biennially), and the utilization of AM information to support evidence-based decision making impacting both short and long-term capital budgets and annual maintenance (operating) budgets. 2020/01/16
→ Formalize a long-term partnership agreement with the St. John's International Airport Authority: 100%	2019/01/01	2019/12/31	Complete	<i>No updates recorded</i>

Plan for land use and preserve and enhance the natural and built environment where we live: 100%	2019/01/01	2022/01/01	On Track	No updates recorded
→ Advance the development of a sustainability plan: 100%	2019/05/05	2020/12/31	Complete	<p>NEW</p> <p>Council Quarterly Achievements: - Terms of Reference and structure for Expert Panel were complete and selection process is on final stage.</p> <ul style="list-style-type: none"> - Inter-departmental and Multi-stakeholder working groups are identified and will be engaged in planning phase. - Desktop review of current sustainability was complete, and planning framework presented to council. - Energy & greenhouse gas emission report, climate change trends, overview of past sustainability initiatives, and Sustainability Planning Framework will be made public via City website in early 2020. <p>The Sustainability Plan will follow the direction set by the Strategic Plan, Council's declaration of a Climate Emergency, and the Mayor's commitments to the Global Covenant of Mayors for Climate and Energy. The plan will follow the Sustainability Planning framework presented to council on December 2019 to plan for St. John's sustainability while focusing on greenhouse gas reductions, energy efficiency, and adaptation to climate change.</p> <p>2020/01/09</p>
→ Launch energy efficient pilot project for City-owned affordable housing: 100%	2019/08/01	2019/12/31	Complete	<p>NEW</p> <p>Council Quarterly Achievements: This was completed in Dec 2019. Twenty-six digital thermostats installed.</p> <p>2020/01/27</p>
→ Divert waste from landfill: 100%	2019/01/01	2019/12/31	Overdue	<p>NEW</p> <p>Council Quarterly Achievements: There are four activities under this initiative, all contributing to waste diversion. In 2019, we experienced some positive gains in the following programs:</p> <ul style="list-style-type: none"> • 43% increase in yard waste tonnage collected at the curb when compared to 2018. • 12% increase in residents participating in backyard composting sessions which resulted in a 20% increase in the number of compost bins purchased by those participants when compared to 2018. • 120% increase in the tonnage of household furniture directed to Home Again Furniture Bank when compared to 2018. <p>Tonnage of recyclables collected at the curb did not change in 2019. It is anticipated that the soon to be released updated Provincial Waste Management Strategy will inform future waste diversion efforts both residential and commercial.</p> <p>In 2020 we will be developing a communication strategy for waste reduction.</p> <p>2020/01/03</p>

→ Review/modify the existing Downtown Litter Can Collection and clean-up programs	2019/01/01	2019/12/31	Complete	NEW Council Quarterly Achievements: All concrete open bins have now been covered. Deployed refurbished 'decorative' bins into downtown section and removed the plastic three stream containers that did not hold up to vandalism. Tried retrofitting a device to keep plastic three streams from getting damaged but this failed. New metal two stream containers issued in early 2019 held up well to vandalism and are still in excellent condition. Next Steps: Continue to replace the plastic three stream containers with metal containers. Look at replacing the 'DDC' open containers downtown with a covered version. 2020/02/05
→ Develop alternatives to traditional snow removal: 100%	2019/01/01	2019/12/31	Complete	NEW Council Quarterly Achievements: Council approved tender on November 18, 2019. 2019/11/22
→ Complete Envision St. John's Municipal Plan and Development Regulations - finalize and bring into legal effect: 100%	2019/01/01	2020/11/27	Behind	NEW Council Quarterly Achievements: Council adopted-in-principle Envision St. John's on March 4, 2019. It was sent to the Province the next day for provincial release, which we still await. Once we get a release, we can continue with the process: adoption,; commissioner's public hearing; approval; registration and gazetting. Staff have been in touch regularly with Municipal Affairs regarding provincial release. 2020/01/28
→ Review Stormwater Detention Policy to enable more efficient design of detention facilities: 100%	2019/01/01	2019/12/31	Overdue	NEW Council Quarterly Achievements: A draft of the Policy was completed last Fall and is now undergoing review by the Legal Department. We expect the Policy to be sent to Council for consideration by the end of March 2020. 2020/01/30
→ Implement new stormwater management design criteria to account for climate change: 100%	2019/04/23	2019/12/31	Complete	No updates recorded
→ Initiate City-wide wetland report to delineate all wetlands within municipal boundary for protection: 100%	2019/01/01	2020/02/28	On Track	NEW Council Quarterly Achievements: The City's consultant, C-Core, expects to have a draft of the Final Report to the City in February, 2020, for review. We expect to bring the report to Council for consideration by the end of March 2020. 2020/01/30
→ Develop a Downtown Plan - a secondary or area plan under the Envision St. John's Municipal Plan: 100%	2019/10/14	2021/06/25	Behind	NEW Council Quarterly Achievements: Staff from several divisions have met to research downtown plans elsewhere and review existing documents that will have a bearing on downtown St. John's. We are drafting terms of reference to guide the preparation of the new Downtown Plan. 2020/01/28
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: 100%	2019/01/01	2022/01/01	On Track	No updates recorded

→ Deliver on a regional Themed Signage Strategy as outlined in Roadmap 2021: 100%	2019/01/01	2020/12/31	On Track	NEW Council Quarterly Achievements: Working with consultant and stakeholders to develop the wayfinding program. Request For Proposals for final design, construction and implementation anticipated for third quarter 2020. 2020/01/31
→ Complete a new Economic Development Plan, review and prioritize recommendations: 100%	2019/01/01	2019/12/31	Overdue	NEW Council Quarterly Achievements: Working draft plan completed and currently under review by internal stakeholders. Anticipate final document by end of first quarter 2020. 2020/01/31
→ Reduce development fees in intensification areas to stimulate growth within the City core: 100%	2019/01/01	2019/12/31	Complete	NEW Council Quarterly Achievements: The intensification areas have been delineated throughout the City and are now in effect. 2019/10/03
→ Amend Development Regulations to make minimum parking requirements discretionary in the Downtown: 100%	2019/01/01	2019/12/31	Complete	NEW Council Quarterly Achievements: This work is completed. Parking relief in the Downtown Parking Area has been restored by an amendment to the St. John's Development Regulations. 2019/10/09
→ Develop a City marketing initiative to support branding: 100%	2019/08/01	2020/04/03	On Track	NEW Council Quarterly Achievements: Internal review completed, moving to external discussion. On track for April 2020. 2019/12/04

A CITY THAT MOVES

Goal	Start Date	Due Da...	Current Com...	Council Report Update
Create a sustainable and accessible public transportation system: 100%	2019/01/01	2022/01/01	On Track	<i>No updates recorded</i>
→ Make traffic signal modifications at select intersections to allow transit vehicles to pass with priority: 100%	2019/01/01	2019/12/31	Overdue	NEW Council Quarterly Achievements: Initial location complete. Significant assistance from signal control vendor required for remaining installs. Completion expected by Q2 2020. 2020/01/27
→ Complete the Public Transit Operational Review: 100%	2019/01/01	2019/12/31	Complete	NEW Council Quarterly Achievements: The Public Transit Operational Review is complete. Select recommendations will be implemented in 2020. 2020/02/13
Improve safety for all users on a well-maintained street network: 100%	2019/01/01	2022/01/01	On Track	<i>No updates recorded</i>
→ Pilot recessed pavement markings in targeted areas: 100%	2019/01/01	2020/05/15	On Track	NEW Council Quarterly Achievements: Recessed pavement markings are installed in various areas and will be assessed for durability in spring 2020. 2019/10/07

→ Complete a city-wide collision report: 100%	2019/01/01	2019/12/31	Overdue	NEW Council Quarterly Achievements: Collision data agreement now secured. Data export being prepared. Expected completion early 2020. 2020/01/29
→ Implement select recommendations and actions from the Paid Parking Management Strategy: 100%	2019/01/01	2019/12/31	Overdue	NEW Council Quarterly Achievements: Initiative contains four actions continuing in to 2020. An update is provided below. 1. Begin issuing e-tickets: delayed due to dependency on pay station roll out 2. Complete changes affecting Churchill Square: deferred to be incorporated in the redesign project which has been added as a 2020 activity 3. Begin consultations on residential and visitor permit program: delayed due to dependency on pay station roll out. An activity to build on permit consultations has also been added to 2020. 4. Install new pay stations: delayed due to longer than expected procurement timelines, expected to be completed in first half of 2020 All activities are expected to be complete during 2020. 2020/01/31
→ Complete Hebron Way street extension to Major's Path: 100%	2019/01/01	2020/11/27	Behind	NEW Council Quarterly Achievements: Still awaiting comments from some regulatory agencies and land acquisition from Airport Authority before being able to proceed to tender. The construction end date has not changed as a result however if the review continues into the spring, the construction end date may have to be pushed out. 2020/01/15
→ Report on small traffic/road improvement projects throughout the city to address concerns of residents and improve road safety: 100%	2019/04/30	2019/12/31	Complete	NEW Council Quarterly Achievements: Complete. CD R2019-10-15/5 Projects stemming from this report to be pursued in 2020. 2020/01/28
→ Implement the Transportation Master Plan: 100%	2019/01/01	2019/12/31	Overdue	NEW Council Quarterly Achievements: Work ongoing for data collection phase. This includes a Household Travel Survey and permanent count stations. 2020 completion expected at which time next phase (model development) to be undertaken. 2020/01/31
Expand and maintain a safe and accessible active transportation network: 100%	2019/01/01	2022/01/01	On Track	No updates recorded
→ Complete the Bike St. John's Master Plan to support cycling in the city: 100%	2019/01/01	2019/06/10	Complete	NEW Council Quarterly Achievements: Complete. CD R2016-06-10/5 Stemming from this is the Kelly's Brook Trail design project to be completed 2020. 2020/01/31

→ Install Accessible Pedestrian Signals (APS): 100%	2019/08/06	2019/12/31	Complete	NEW Council Quarterly Achievements: Formal launch November, 2019. http://www.stjohns.ca/media-release/key2access-pilot-project-promotes-safety-and-inclusion 2020/01/28
→ Build an infill sidewalk program for areas currently lacking sufficient sidewalks: 100%	2019/01/01	2020/07/31	On Track	NEW Council Quarterly Achievements: Contract has started and one street was completed prior to the winter season. The remaining contract will be completed in the spring/early summer of 2020. 2020/01/15

A CONNECTED CITY

Goal	Start Date	Due Da...	Current Com...	Council Report Update
Increase and improve opportunities for residents to connect with each other and the City: 100%	2019/01/01	2022/01/01	Behind	<i>No updates recorded</i>
→ Create a Community Connections communications strategy to promote sense of belonging and pride of place: 100%	2019/01/01	2019/12/31	Overdue	NEW Council Quarterly Achievements: Due to conflicting projects, the division delayed the launch of <i>Our City, Our Story</i> to 2020. At this point, 4 of the originally-contracted 8 stories have been completed and will be part of the go-live in early 2020. Other stories will be added as completed, with a goal to add two new stories each month. The neighbourhood mapping art project is the primary focus for 2020. 2020/01/15
→ Advance a new City website: 100%	2019/01/01	2020/03/31	On Track	NEW Council Quarterly Achievements: In the process of drafting the RFP which will be released in the 1st quarter of 2020. 2020/02/03
→ Implement Phase 1 of online neighbourhood profiles improving access to information to residents: 100%	2019/01/01	2020/01/31	Overdue	NEW Council Quarterly Achievements: Neighbourhood Profiles has experienced some delays. Project is now back on track and revised completion date is April 10, 2020. 2020/02/05
→ Launch Corporate Community Outdoor Program: 100%	2019/01/01	2019/12/31	Overdue	NEW Council Quarterly Achievements: Web page is currently being transitioned from web designer to City of St. John's to be linked to City website. Site should be available by Feb 21, 2020 2020/02/05
→ Implement a new 311 Call Center Solution to improve client experience: 9.6092% to 100%	2019/01/01	2019/12/31	Complete	NEW Council Quarterly Achievements: The new 311 call center solution has gone live as of February 13th, 2020. This project is now complete. 2020/02/13

→ Undertake a Youth Engagement Strategy to improve youth participation in City engagement efforts: 100%	2019/04/01	2019/12/31	Overdue	<p>NEW</p> <p>Council Quarterly Achievements: Committee established and have had three meetings to date including a familiarization session with City staff on Jan 13 which focused on: the planning process; economic development and connection to post-secondary and newcomers; process to become involved in City advisory committees; communications processes and tools, City youth programming. Next steps include an outreach component to gather perspectives from the youth community more broadly and the development of the report with recommendations. Expect to complete this initiative in Quarter 1.</p> <p>2020/01/15</p>
Develop and deliver programs, services and public spaces that build safe, healthy and vibrant communities: 100%	2019/01/01	2022/01/01	On Track	<p>No updates recorded</p>
→ Advance the Northeast Avalon Healthy Communities Alliance: 100%	2019/01/01	2021/12/31	Complete	<p>NEW</p> <p>Council Quarterly Achievements: This goal is on target. In addition to developing a draft terms of reference for the N.E. Avalon Healthy Communities Alliance, City and Eastern Healthy staff will work together in 2020 to further the Healthy City Strategy.</p> <p>2020/01/16</p>
→ Advance the Healthy City St. John's Strategy: 100%	2019/01/01	2021/12/31	Complete	<p>NEW</p> <p>Council Quarterly Achievements: Progress: This goal is on target. Individual meetings with Healthy City Strategy staff champions have taken place and an initial draft work-plan has been developed. The draft work-plan is built upon 6 pillars: (1) Housing (2) Urban Design (3) Transportation (4) Natural Environment (5) Healthy Neighbourhoods & People (6) Inclusion. The work-plan supports the City's Strategic Directions and includes contributing plans and strategies (i.e.) Envision, St. John's Municipal Plan, Affordable Housing Strategy; Open Space Master Plan; etc.</p> <p>Healthy City Staff Champions will meet as a team early in 2020 to further develop the draft work plan to identify:</p> <ul style="list-style-type: none"> • Long term activities that support the City's Strategic Directions (10 years) • Medium term activities that support the City's Goals (3-5 years) • Short term activities and initiatives (1- 3 years) <p>(Show history)</p> <p>Challenges:</p> <p>The work of the City's new Sustainability Coordinator and how it interfaces with the Healthy City Strategy will need to be determined.</p> <p>2020/01/16</p>
→ Acquire HIGH FIVE® quality assurance accreditation for recreation programming: 100%	2019/01/01	2019/05/31	Complete	<p>NEW</p> <p>Council Quarterly Achievements: Goal was completed by deadline. St. John's was successful in becoming the first HIGH Five fully accredited organization outside of Ontario. Community Celebrations took place at City Community Centres on April 28, 2019.</p> <p>2019/10/07</p>

→ Develop Port of St. John's risk mitigation program to improve safety & response from St. John's Regional Fire: 100%	2019/01/01	2020/05/29	On Track	NEW Council Quarterly Achievements: 2019 saw great achievements in this initiative in that 36 personnel were able to receive specialized training in shipboard fire fighting. In 2020 the department will continue to build on these successes with the Port Authority and its clients. The first meeting of the Port Safety and Risk Committee will take place on February 12th and this Committee will be the catalyst to move the project forward. Financial support of the initiative by the remaining Port clients will be discussed at this meeting as well as continued goals to identify and mitigate risks in the Port. 2020/02/03
→ Complete site selection & initiate detailed design work for new H.G.R Mews Community Centre: 100%	2019/08/19	2019/12/31	Complete	NEW Council Quarterly Achievements: All tasks identified for completion in 2019 were achieved including: 1). Public Consultation on Site Selection; 2). Recommendation to Council on Site Selection for new Mews Centre; 3). RFP issued for Architectural and Engineering Design Services; 4). Award of Architectural and Engineering Design Services to Lat49; and, 5). Project Kick Off Meeting with Project Steering Committee. Next steps for the Mews Replacement project in 2020 are: 1). Completion of Technical Memorandums; 2). Stakeholder and Public Engagement Sessions in late Spring/early Summer; 3). Completion of H.G.R. Mews Community Centre Replacement Detailed Design in mid-late fall; 4). Issue Tender for Construction in late 2020. 2020/02/10

AN EFFECTIVE CITY

Goal	Start Date	Due Da...	Current Com...	Council Report Update
Work with our employees to improve organizational performance through effective processes and policies: 100%	2019/01/01	2022/01/01	On Track	No updates recorded
→ Explore alternative service delivery models: 100%	2019/01/01	2021/12/31	On Track	No updates recorded
→ Develop a Procurement Policy: 100%	2018/01/31	2019/12/31	Complete	NEW Council Quarterly Achievements: Will have Policy and Procedure document put on the Supply Chain Divisions intranet page. Notices will be pushed out to departments informing them of the new Policy and Procedures. Management training will take place where necessary. 2020/01/29

→ Develop a Privacy Management Policy: 100%	2019/01/01	2019/12/31	Complete	NEW Council Quarterly Achievements: The Privacy Management Policy was approved by Council on June 25, 2019. 2020/02/05
→ Develop a Respectful Workplace Policy: 100%	2019/01/01	2020/01/13	Complete	NEW Council Quarterly Achievements: The policy was approved by Council Jan 13, 2020. Initiatives for 2020 are to roll out the Respectful Workplace Policy, including conflict management training. 2020/02/05
→ Advance an Information Management Strategy: 100%	2019/01/01	2019/12/31	Complete	NEW Council Quarterly Achievements: Request For Proposals issued and submissions to be reviewed with a contract awarded by the end of February, 2020. Three to five year strategy for Records and Information Management anticipated to be developed by end of 2020. 2020/01/31
→ Undertake Continuous Improvement Projects: 100%	2018/09/03	2020/03/31	Behind	NEW Council Quarterly Achievements: The last CI Council update was tabled at the Committee of the Whole Agenda Aug. 21, 2019 . Since that time, three projects from that list have been completed and have been permanently implemented resulting in both capacity and turn around time improvements and a series of new projects are in various phases of completion. Public notification process for development and planning applications (complete) <ul style="list-style-type: none"> • 65-68% time savings improvement for administrative staff plus time savings for office services staff • Removed 16 non-value added steps for a 31% improvement • Total annual time savings = 6.75-8.5 work days • Total annual hard cost savings=\$738 • learning transferable to other similar processes Reducing lead time for setting of grades in the permit process (complete) The average turnaround time for setting grades is now 3.2 working days overall, compared to an average of 7 days prior to the project which is a 54% improvement. Reducing processing time for permits of new home construction, renovations and extensions by expediting the process of plan reviews Project reduced the average working days by 14 % from approximately 9 working days for the building inspectors to generate their plan review letter after it is passed on to them from the grades inspector compared to approximately 7.7 after the project. These two projects have improved overall turnaround time on the plans review process by 34% 2020/02/10

→ Outreach initiatives at St. John's Regional Fire Department: 100%	2019/02/01	2019/12/31	Overdue	NEW Council Quarterly Achievements: The final scheduled newsletter is expected to be completed in February, at which time this initiative will become an annual operational process. 2020/02/03
→ Review and update by-laws: 100%	2019/01/01	2019/12/31	Overdue	NEW Council Quarterly Achievements: There are four by-laws to be reviewed and updated: Heritage By-law, Commercial Maintenance By-law, Residential Property Standards By-law, and Sanitation Regulations. Anticipate the Final Draft and Notice of Motion for each of the by-laws to be completed by February 29, 2020. Anticipate they will be Gazetted by March 31, 2020. 2020/01/16
→ Develop policies, procedures & service standards to enhance Regulatory Services processes 0%	2019/01/01	2019/12/31	Complete	NEW Council Quarterly Achievements: 16 Standard Operating Procedures developed in 2019 with goal to develop 12 additional in 2020. 2020/02/03
→ Identify and source a tool for paperless workflows to improve efficiency: 100%	2019/01/01	2019/12/31	Complete	NEW Council Quarterly Achievements: Vendor was selected through RFP process and awarded fall of 2019. The contract is the final stages of review. Start date to begin consultations with vendor is anticipated to be early April with a target of September for full implementation. 2020/01/28
→ Pilot an employee performance management initiative: 100%	2019/01/01	2020/01/31	Complete	NEW Council Quarterly Achievements: The Performance Management Pilot program was completed and a number of recommendations have been derived from that process. Two of these are targeted to be completed in 2020. The first being to develop an action plan and build capacity at Senior levels to support the Employee Success Program (Performance Management). The second goal being to conduct a jurisdictional scan and complete a RFI for a Performance Management software to support the Employee Success Program. 2020/02/05
→ Develop an Employee Learning and Development Policy: 100%	2018/09/03	2019/12/31	Complete	NEW Council Quarterly Achievements: New Policy approved by Council Dec. 2. New forms, process documents and guidelines have been implemented. 2020/01/13
→ Design a management development program to advance core management competencies: 100%	2019/01/01	2019/12/31	Overdue	NEW Council Quarterly Achievements: Awaiting roll out of new competencies across the management group in early 2020 which will allow for the next steps in the process. Expect to launch and evaluate the pilot for a management development program in Q3/Q4 2020 2020/01/15

→ Advance a Service Excellence Framework: 100%	2019/06/03	2019/12/31	Overdue	NEW Council Quarterly Achievements: Jurisdictional scan complete and best practices identified. Next steps in 2020 include survey of staff and outline of a strategy for the City of St. John's. Expect to have strategy ready for review in early 2021. 2020/01/31
→ Create a continuous improvement (CI) culture through ongoing training & development: 100%	2019/01/01	2020/03/31	On Track	NEW Council Quarterly Achievements: New training and advisory services contract put in place in 2019. Green belt training provided for 10 candidates, projects underway and 8 people have completed exam requirements to date. CI strategy session held in Nov. 2019 to outline a 2020 CI Roadmap and two training events were held with managers focused on using performance indicators for CI and being an everyday CI manager. For 2020, the city will focus on continuing to build capacity for CI, complete and undertake new CI projects and improve communications and progress reporting. 2020/01/13
Ensure accountability and good governance through transparent and open decision making: 100%	2019/01/01	2022/01/01	On Track	No updates recorded
→ Initiate communications strategy to share decisions from Council & Committee of the Whole meetings to improve public awareness: 100%	2019/06/03	2019/12/31	Overdue	NEW Council Quarterly Achievements: A draft e-newsletter has been developed and will be used to communicate decisions of Council; other tactics in this strategy will be explored including a YouTube video series and/ or a podcast in early February, 2020 2020/01/15
→ Implement vendor performance module for bids and tenders software: 100%	2019/09/02	2020/03/31	Behind	NEW Council Quarterly Achievements: Have had demo from software provider, reviewed a number of other organizations policies and procedures. Software has been ordered and vendor to advise when software will be installed. Have been working with the committee on creating policy and procedure document. 2020/01/29
→ Upgrade Council technology to improve access to agendas, minutes & Council decisions: 100%	2019/01/01	2019/12/31	Complete	NEW Council Quarterly Achievements: An announcement on October 30th let the public know that Regular Meetings of Council/Committee of the Whole Meetings are now available to the public via live webcast at stjohns.ca/councilmeetings . This project is now complete. 2019/11/21
→ Implement tools and systems to track and report on organizational performance: 100%	2019/01/01	2019/12/31	Overdue	NEW Council Quarterly Achievements: Cascade was selected as the strategic planning and reporting tool through a public procurement process in June 2019. All content was populated in system with key milestones for each initiative added. Training completed in summer and fall. Tried reporting to Council in Oct. 2019. New 2020 Action plan built in Cascade and public reporting and dashboarding features are in final development. Expect launch of dashboard in Q1. 2020/01/15

CITY OF ST. JOHN'S PLAN

A SUSTAINABLE CITY

Goal	Details	Start Date	Due Date
Be financially responsible and accountable: 100%		2019/01/01	2022/01/01
→ Develop a Commercial Vacancy Allowance Policy and Align with the Commercial Vacancy Allowance by-law: 100%		2020/01/01	2020/12/31
→ Review and improve the year-end process for more timely consolidated financial statements: 100%		2020/01/09	2020/12/31
→ Develop corporate wide framework for compliance with the Payment Card Industry Data Security Standard (PCI DSS): 100%	PCI DSS is regarded as the baseline security standard when it comes to the protection of payment card data. Examples of payment card data include the 3- or 4- digit security code printed on the front or back of a credit card, the data stored on a debit or credit card's magnetic stripe or chip (also called "Full Track Data") – and personal identification numbers (PIN) entered by the cardholder. Compliance with this standard ensures the City is being accountable to its constituents by ensuring their payment card information is secure and protected. Adhering to this standard can prevent or mitigate the financial and reputational damage that may result from data breaches in this area.	2020/01/10	2020/12/31
Plan for land use and preserve and enhance the natural and built environment where we live: 100%		2019/01/01	2022/01/01
→ Advance the development of a sustainability plan: 100%		2019/05/05	2020/12/31
→ Identify and Initiate Sustainability Momentum Actions	No-regret sustainability actions will be identified through the advancement of the Sustainability plan. These actions will aim to leverage existing matching funds at various levels of government.	2020/01/01	2020/12/31
→ Improve carbon sequestration efforts through the establishment of forest stands on undeveloped open spaces within the City		2020/01/01	2021/01/31
→ Plan for and implement Phase 2 of Kenmount Road Trunk Storm Sewer Replacement: 100%		2020/01/01	2020/11/30
→ Develop a Heritage Plan: 100%	Prepare a Heritage Plan for the City, based on Envision St. John's and the new Heritage By-Law, and co-ordinating with the Downtown Plan.	2020/03/02	2021/03/26
→ Develop a Development Design Manual: 100%		2020/01/13	2020/12/31
→ Plan for and implement Phase 3 of Water Street Infrastructure Improvements: 100%		2020/01/01	2020/06/30
→ Explore opportunities to convert power sources for City assets: 100%		2020/02/03	2020/12/31
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: 100%		2019/01/01	2022/01/01
→ Develop criteria and guidelines to allow exemptions of development fees to advance affordable housing: 100%		2019/12/27	2020/12/31
→ Host FCM Sustainable Communities Conference 2020: 100%	October 20-22	2020/01/01	2020/10/30

→ Deliver, with partners, series of two business information "pop-up" events: 2 unit	2020/01/13	2020/12/31
→ Create partnerships to support and enable the technology start up sector: 100%	2020/01/10	2020/12/31
→ Begin implementation of the Economic Development Plan: 100%	2020/01/30	2020/12/31
→ Explore and create opportunities to build an innovative and problem solving culture using entrepreneurial approaches.: 100%	2020/03/02	2020/12/31

A CITY THAT MOVES

Goal	Details	Start Date	Due Date
Create a sustainable and accessible public transportation system: 100%		2019/01/01	2022/01/01
→ Implement select recommendations from the Public Transit Review: 100%		2020/01/29	2020/09/30
Improve safety for all users on a well-maintained street network: 100%		2019/01/01	2022/01/01
→ Implement projects from the Road Safety Initiatives report.: 100%		2020/01/01	2020/12/31
Expand and maintain a safe and accessible active transportation network: 100%		2019/01/01	2022/01/01
→ Conduct Kelly's Brook Trail design process (shared use path recommended by Bike St. John's Master Plan): 100%		2020/01/09	2020/12/31

A CONNECTED CITY

Goal	Details	Start Date	Due Date
Increase and improve opportunities for residents to connect with each other and the City: 100%		2019/01/01	2022/01/01
→ Upgrade Technology for the Foran Greene Room at City Hall: 100%	To update the technology located in the Foran Greene room for both the City's and public's use of the room.	2020/01/10	2020/12/31
Develop and deliver programs, services and public spaces that build safe, healthy and vibrant communities: 100%		2019/01/01	2022/01/01
→ Work with partners in the community to create a Landlord Registry: 100%		2019/12/27	2020/12/31
→ Work with Habitat For Humanity to advance an affordable housing project: 100%		2019/12/27	2020/12/31
→ Offer Innovative housing workshops where local and national experts can share practical and innovative housing designs that meet emerging market needs: 100%		2019/12/27	2020/12/31
→ Complete Detailed Design of the H.G.R. Mews Centre Replacement: 100%	The Architectural and Engineering Design portion of the work has been awarded to Lat49 Architecture. The contract has been signed and initial activities have commenced including a team kick off meeting and a tour of a facility completed by the successful proponent.	2020/01/10	2020/12/31

AN EFFECTIVE CITY

Goal	Details	Start Date	Due Date
Work with our employees to improve organizational performance through effective processes and policies: 100%		2019/01/01	2022/01/01
→ Review and document Standard Operating Procedures for processes within Revenue Accounting: 100%		2020/01/01	2020/12/31
→ Improve process for tax sales to increase efficiency		2020/01/01	2020/12/31
→ Review existing systems training products to determine gaps and needs: 100%		2020/02/03	2020/12/31
→ Implement automated accounts payable solution: 100%		2020/05/01	2020/12/31
→ Implement bid evaluation software: 100%		2020/05/01	2021/12/31
→ Develop and implement a procurement plan process: 100%		2020/07/01	2020/12/31
→ Develop materials management policy: 100%		2019/11/01	2020/10/30

→ Conduct jurisdictional scan and complete a Request for Information process for Performance Management software to support the Employee Success Program: 100%	2020/01/10	2021/12/31
→ Roll out Respectful Workplace Policy, including conflict management training: 100%	2020/01/10	2021/12/31
→ Develop action plan and build capacity at Sr levels to support the Employee Success Program (Performance Management)	2020/01/10	2020/12/31
→ Develop organizational change management tools: 100%	2020/01/01	2020/12/31
→ Benchmark employee engagement: 100%	2020/01/01	2021/12/31
→ Asset Management Data Collection - City Buildings: 100%	2020/01/10	2020/12/31
→ Asset Management Data Collection - Linear Infrastructure: 100%	2020/06/01	2020/12/31
→ Review and update current Information Technology Policies: 100%	To create a new Information Technology Acceptable Use Policy for the City.	2020/01/10
→ Improve processes, policy, and procedures related to emergency and safety services: 100%		2020/01/13
→ Evaluate the Special Events application process and associated fees and make recommendations for modifications: 100%	2020/03/01	2021/01/31
→ Pilot a parking enforcement technology solution to handle parking complaints: 100%	2020/01/07	2020/12/31
→ Implement FDM Mobile App for Fire Inspectors: 100	2020/01/01	2020/12/31
→ Fire Officer Professional Development Training Program: 100%	2020/01/01	2020/12/31
→ Review and update accident review process: 100%	2020/01/31	2021/11/30
Ensure accountability and good governance through transparent and open decision making: 100%	2019/01/01	2022/01/01
→ Achieve ISO 37120 Sustainable Development of Communities - Indicators for City Services and Quality of Life: 100%	2020/01/14	2021/12/31
→ Plan for and implement the 2020 Citizen Satisfaction Survey: 100%	2020/01/27	2020/05/31

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

GOAL

Goal	Current Complet...	Progress Update
Undertake Continuous Improvement Projects: 100%	Behind	<p>Progress: The last CI Council update was tabled at the Committee of the Whole Agenda Aug. 21, 2019. Since that time, three projects from that list have been competed and have been permanently implemented resulting in both capacity and turn around time improvements and a series of new projects are in various phases of completion.</p> <p>Challenges: <i>No value</i> 2020/02/11</p>
→ Implement Process improvements for Purchasing land from the City	Complete	<p>Progress: A new form has been created which those interested in purchasing city land can complete. This ensures consistent process.</p> <p>Challenges: <i>No value</i> 2019/09/27</p>
→ Improve Operational processes at St. John's Regional Fire Department: 100%	On Track	<p>Progress: This is a new 2018-19 CI project that was delayed in getting started due to conflicting priorities. Project expected to move into Q1/2</p> <p>Challenges: <i>No value</i> 2020/01/28</p>
→ Improve building permit process to reduce wait time for applicants: 100%	Complete	<p>Progress: There were two projects completed in 2019:</p> <p>1) Reducing lead time for setting of grades in the permit process - the average turnaround time for setting grades is now 3.2 working days overall, compared to an average of 7 days prior to the project which is a 54% improvement.</p> <p>2) Reducing processing time for permits of new home construction, renovations and extensions by expediting the process of plan reviews - the project reduced the average working days by 14% from 7.7 working days for the building inspectors to generate their plan review letter after it is passed on to them from the grades inspector compared to approximately 9 days prior to the project.</p> <p>These two projects have improved overall turnaround time in the plans review process by 34%</p> <p>Challenges: <i>No value</i> 2020/02/11</p>

<p>→ Improve administrative processes related to all permits to reduce time spent on file management: 100%</p>	<p>Overdue</p>	<p>Progress: Although we have identified and implemented actions to improve this process there is still one area that needs to be explored prior to completing this initiative. This will include reviewing and prioritizing items submitted by inspection staff for clerical formatting thus improving action times for priority files.</p> <p>Challenges: <i>No value</i> 2020/01/14</p>
<p>→ Purchasing process: 100%</p>	<p>Overdue</p>	<p>Progress: Several improvements are in development and will be linked to the new Purchasing policy roll out.</p> <ul style="list-style-type: none"> • Develop Decision tree - roll out in Q1 • Vendor Form and process document - Q1 • Cheque Requisition form and procedures Q1 • Review of pick list and standing offer options – pilot group – potentially a subset of City Buildings – electrical, plumbing, etc.. TBD • Mistake proof workplace – continue discussions with IS to see what is possible with upgrades - ongoing • Fleet purchasing rework – increase threshold for resubmit to 25% for the total vs line items (reviewing # of items requiring resubmit prior to test) - TBD • Procedures document to accompany new policy and then developing a new training program – this will also improve content on the intranet. Q1/2 • Create smart list for Vendor look up/Vendor clean up -ongoing • Some improvements were implemented throughout the mapping process including Capital Works mail out notifications and request for certain information. <p>Challenges: Large, complex process. 2020/02/10</p>

→ **Public notification process - planning & development applications: 100%**

Complete

Progress: This project is completed. Through the planning, data collection and process mapping, the team determined that the biggest areas of waste were:

- Waiting for address and map information
- Duplication of addresses
- Three templates to complete
- Transportation and waiting for envelopes to and from Office Services
- Two approvals

Key achievements are as follows:

Total time savings (per notification)	38-43 minutes (65-68% improvement) plus the time savings for office services s letters back and forth to PERS.
The number of steps	Improved by 31% (removed 16 NVA steps)
Total time savings PERS Admin (annually)	80 notifications on average per year, is approximately 6.75-8.5 work days
Total hard cost savings	\$738 (annually)

Challenges: One suggested improvement through the pilot was ruled out due to a technology challenge.

2019/11/04

→ **Work order process for City Buildings: 100%**

Overdue

Progress: Only 50% of service requests to City Buildings originate in Wennsoft, the system designed for work order processing. Over 70% of these requests have incomplete or inaccurate information resulting in rework for staff and delays for those seeking service. The project team mapped the work order process and identified two primary improvements: 1) the establishment of a group of employees to act as departmental designates and alternates for the entry of service requests; and 2) the development and implementation of a training program for these designates. The goal of these improvements is to increase the percentage of work orders that originate in Wennsoft and decrease the number of defective work orders. Anticipate a pilot for these improvements will be completed in Q1/2 of this year.

Challenges: There have been challenges in developing the training program and materials. The last concerted training effort for Work Order entry in Wennsoft was a decade ago when the system was launched. There has been no consistent approach to training since. There is a lack of clarity in the organization concerning training for corporate-wide systems such as Wennsoft. Inconsistent approaches to training can create inefficiencies in processes.

2020/02/11

→ **Collection of Accommodation Tax: 100%**

Behind

Progress: The team has identified several improvements to ensure internal and external stakeholders have access to comprehensive information and clear processes to be compliant. Work has begun to implement these improvements in Q1/2. The team continues to identify other potential improvements to improve compliance overall.

Challenges: *No value*

2020/01/14

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Report of Built Heritage Experts Panel

February 12, 2020

12:00 p.m.

Conference Room A, 4th Floor City Hall

Present: Glenn Barnes, Chairperson
Bruce Blackwood, Contractor
Garnet Kindervater, Contractor
Dawn Boutilier, Planner
Mark Whalen, Architecture
Ken O'Brien, Chief Municipal Planner
Ann Marie Cashin, Heritage and Urban Planner
Rob Schamper, Technical Advisor

Regrets: Rachel Fitkowski, Landscape Architect

Staff: Maureen Harvey, Legislative Assistant

5.1 164 Signal Hill Road - Single Detached Dwelling - DEV 1900165

The Panel reviewed the Decision Note which reports that this application for development was tabled with Council resulting in a request that it be reviewed by the Panel in relation to massing and height. While design is not under consideration at this time, the Panel felt it warranted some comments prior to the applicant moving too far along resulting in excess expenditure.

The subject property is located in Heritage Area 3, the Residential Low Density District of the St. John's Municipal Plan, and is zoned Comprehensive Development Area – Signal Hill/Battery (CDA – Signal Hill/Battery). The property previously housed a one-storey single detached dwelling which has been demolished. The applicant is proposing a two-storey dwelling with a maximum height of 7.85 metres. The property is located in the Battery Development Area and therefore Section 7.28 of the Development Regulations applies. In addition to the zone standards, the development of any property included in the Battery Development Area is

also subject to the requirements of the Footprint and Height Control Overlay for the Battery Development Area, unless otherwise approved by Council. For this property, the Footprint and Height Control Overlay suggests a one-storey addition for vertical expansion and a horizontal expansion to the left when viewed from the road. The proposed development is in line with this suggestion, however in order to consider a maximum height of 7.85 metres, a Land Use Assessment Report and consultation with neighbouring properties was required before being referred to Council for approval.

The Panel welcomed Rick Pardy (applicant) and Paul Chafe (architect) to the meeting.

The applicant presented the application noting that while he is open to changes in design, the priority is to ensure there is approval for a two-storey dwelling with the size as proposed.

Discussion took place with the following points noted:

- While the proposed flat roof is intended to mitigate issues on the views of neighboring properties, the Panel suggested that consideration be given to a gable or hipped roof (with a mild slope) which would blend better with the character of the Battery.
- Another method of mitigating unfavorable views would be to build the home deeper into the bedrock.

In summary, the delegation committed to adjustments to design as long as the City is acceptable to the proposed mass and height. They also agreed to consider the Panel's suggestions on design and come back to a future meeting prior to finalizing same.

Recommendation

Moved By Bruce Blackwood

Seconded By Mark Whalen

That Council, grant development approval at 164 Signal Hill Road with the footprint as proposed. While two storeys are recommended, the Panel recommends the building be set lower than that which is shown in the renderings submitted.

CARRIED UNANIMOUSLY

Recommendation

Moved By Mark Whalen

Seconded By Bruce Blackwood

That Council approve the following suggestions of the Built Heritage Experts Panel as it relates to design for the proposed dwelling at 164 Signal Hill Road.

- a. the applicant be required to ensure design, rock and color of the dwelling blends in with the historic character of the Battery.
- b. the applicant present a design that incorporates a consider a gabled or hipped roof to mitigate a negative impact of views for neighbors.
- c. the applicant reconsider a design that is more in keeping with the character of the Battery with integration of color, cladding and windows.

CARRIED UNANIMOUSLY

GLENN BARNES, CHAIR

DECISION/DIRECTION NOTE

Title: 164 Signal Hill Road
Single Detached Dwelling
DEV1900165

Date Prepared: February 18, 2020

Report To: Committee of the Whole

Councillor and Role: Councillor Maggie Burton, Planning and Development Lead

Ward: 2

Decision/Direction Required:

To seek approval for the building height of a proposed dwelling at 164 Signal Hill Road.

Discussion – Background and Current Status

At the February 3, 2020 Council meeting, Council referred an application for a proposed dwelling at 164 Signal Hill Road to the Built Heritage Experts Panel (BHEP) for comment on the size of the building. The design of the building is not being presented or considered at this time. Renderings are submitted to display the height and mass of the proposed dwelling.

The subject property is located in Heritage Area 3, the Residential Low Density District of the St. John's Municipal Plan, and is zoned Comprehensive Development Area – Signal Hill/Battery (CDA – Signal Hill/Battery). The property previously housed a one-storey single detached dwelling which has been demolished.

The applicant is proposing a two-storey dwelling with a maximum height of 7.85 metres. The property is located in the Battery Development Area and, therefore, Section 7.28 of the Development Regulations applies. In addition to the zone standards, the development of any property included in the Battery Development Area is also subject to the requirements of the Footprint and Height Control Overlay for the Battery Development Area, unless otherwise approved by Council. For this property, the Footprint and Height Control Overlay suggests a one-storey addition for vertical expansion and a horizontal expansion to the left when viewed from the road. The proposed development is in line with this. However, in order to consider a maximum height of 7.85 metres, a Land Use Assessment Report and consultation with neighbouring properties was required before being referred to Council for approval. Prior to making a decision, Council referred the application to the BHEP for comment.

The BHEP reviewed the application at the February 12, 2020 meeting. The applicant and architect of the building attended the meeting. While the specifics of the design are not addressed in the BHEP's recommendation, the Panel provided initial comments on the design during the meeting to better inform the applicant prior to preparing detailed designs. For example, while the proposed flat roof is intended to mitigate issues on the views of

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neighbouring properties, the Panel suggested that consideration be given to a low sloping gable or hipped roof, which would blend better with the character of the Battery. The Panel did not have any concerns regarding the size of the building (the footprint) or the building height of two storeys. However, the Panel recommends that the dwelling could be built further into the bedrock to reduce the impact on neighbouring properties. As proposed, the applicant has built the land up at the western side of Murphy's Right of Way to provide a consistent floor level across the dwelling (see drawing below). By lowering the entire development closer to the level of the road, the impact on neighbouring properties could be reduced while maintaining two storeys. Note, lowering the building may require adjustments to the garage along the southern side of Murphy's Right of Way.



Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Neighbouring property owners and residents.
3. Alignment with Strategic Directions/Adopted Plans:
A Sustainable City – Plan for land use and preserve and enhance the natural and built environment where we live.
4. Legal or Policy Implications: Not applicable.
5. Privacy Implications: Not applicable.
6. Engagement and Communications Considerations: Not applicable.
7. Human Resource Implications: Not applicable.

- 8. Procurement Implications: Not applicable.
- 9. Information Technology Implications: Not applicable.
- 10. Other Implications: Not applicable.

Recommendation:

That Council accept the Built Heritage Expert Panels recommendations for 164 Signal Hill Road that:

- 1. The proposed building footprint is acceptable
- 2. A two-storey house is acceptable at this site, however,
 - a. The proposed overall height should be reduced to mitigate any negative impacts of view for neighbours;
 - b. The design should be changed to incorporate a low-sloping gable or hipped roof, in keeping with other houses in the neighbourhood.
 - c. The design, materials and windows should be in keeping with the character of the Battery Neighborhood.

Prepared by: Ann-Marie Cashin, MCIP – Planner III, Urban Design and Heritage

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

Report Approval Details

Document Title:	164 Signal Hill Road, Single Detached Dwelling, DEV1900165.docx
Attachments:	- 164 Signal Hill Road - Zoning Map.pdf - 164 Signal Hill Road - COTW Presentation.pdf
Final Approval Date:	Feb 20, 2020

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

Ken O'Brien - Feb 20, 2020 - 11:18 AM

Jason Sinyard - Feb 20, 2020 - 11:28 AM

DECISION/DIRECTION NOTE

Title: Crown Land Grant
26 Thistle Place
CRW2000004

Date Prepared: March 3, 2020

Report To: His Worship the Mayor and Members of Council

Councillor and Role: Councillor Maggie Burton, Planning and Development Lead

Ward: 4

Decision/Direction Required:
To seek approval for a Crown Land Grant for residential use.

Discussion – Background and Current Status:

The Provincial Department of Fisheries and Land Resources has referred an application requesting a Grant of two (2) parcels of land comprising of an area of 0.599 hectares which is located in the Rural Residential (RRI) Infill and Rural Residential (RR) zones. The proposed use of the land will be to accommodate an existing dwelling and extension of property to a residential dwelling.

Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Not applicable.
3. Alignment with Strategic Directions/Adopted Plans: Not applicable.
4. Legal or Policy Implications: Not applicable.
5. Privacy Implications: Not applicable.
6. Engagement and Communications Considerations: Not applicable.
7. Human Resource Implications: Not applicable.
8. Procurement Implications: Not applicable.
9. Information Technology Implications: Not applicable.

10. Other Implications: Not applicable.

Recommendation:

THAT Council approve the Crown Land Grant at 26 Thistle Place, the purpose of which is for a residential dwelling and extension of land to the residential dwelling.

Report Approval Details

Document Title:	Crown Land Grant 26 Thistle Place CRW2000004 .docx
Attachments:	- 26 Thistle Place.pdf
Final Approval Date:	Mar 5, 2020

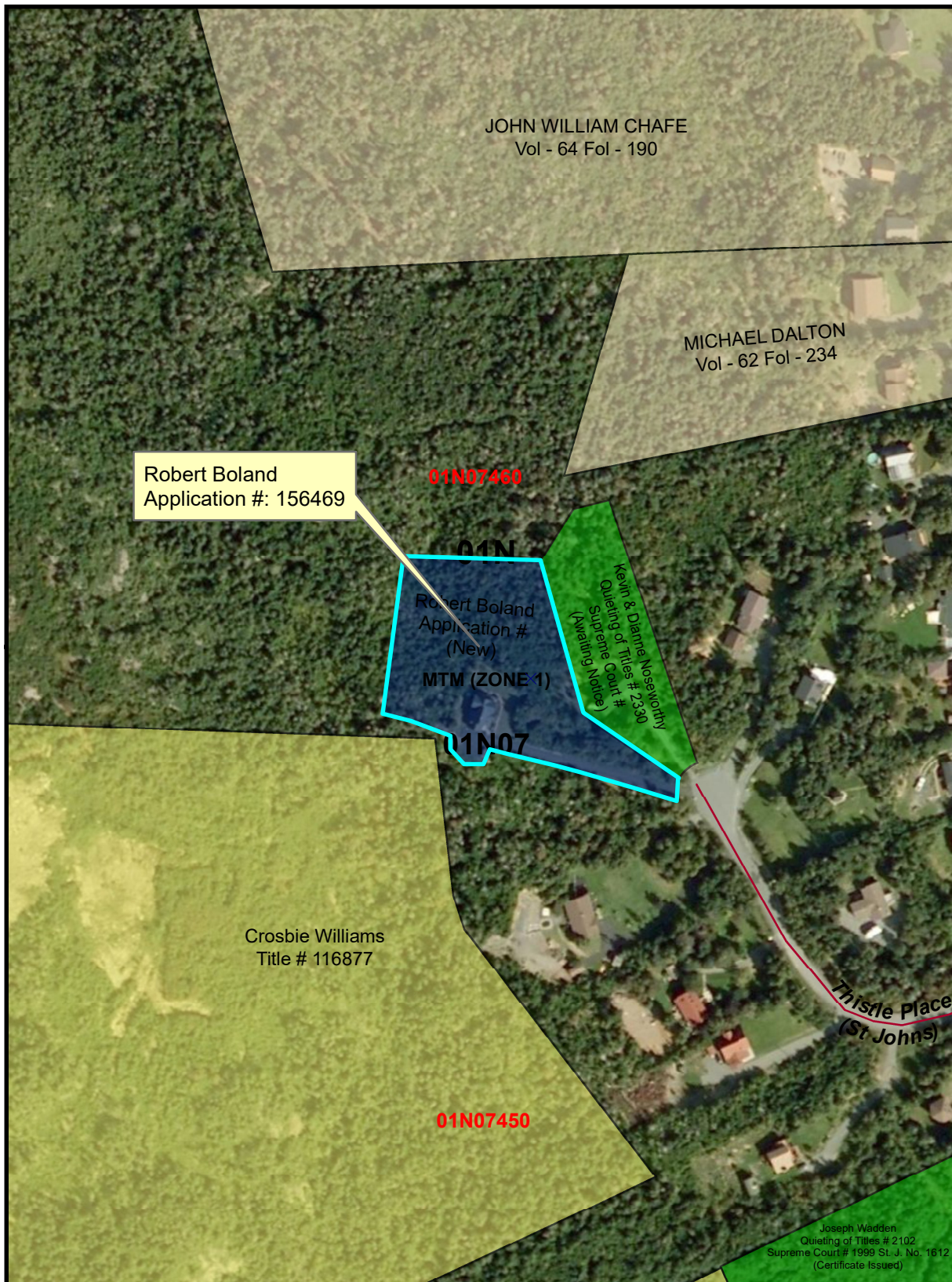
This report and all of its attachments were approved and signed as outlined below:

No Signature - Task assigned to Dave Wadden was completed by workflow administrator Maureen Harvey

Dave Wadden - Mar 4, 2020 - 11:23 AM

Jason Sinyard - Mar 5, 2020 - 11:49 AM

Government of Newfoundland & Labrador Department of Fisheries & Land Resources



NOTE TO USERS

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

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

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

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

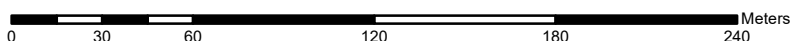
Some titles may not be plotted due to Crown Lands volumes missing from the Crown Lands registry or not plotted due to insufficient survey information.

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

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



Crown Lands Administration Division



Scale 1:2,500
Compiled on August 23, 2019

DECISION/DIRECTION NOTE

Title: Newfoundland Power Powerline Replacement
Thorburn Road
DEV2000018

Date Prepared: March 3, 2020

Report To: His Worship the Mayor and Members of Council

Councillor and Role: Councillor Maggie Burton, Planning and Development Lead

Ward: 4

Decision/Direction Required:

To seek approval for the replacement of a Newfoundland Power Powerline located in the Windsor Lake and Broad Cove River Watershed Areas.

Discussion – Background and Current Status:

An application has been submitted by Newfoundland Power to upgrade the power line along Thorburn Road from the Outer Ring Road ramp to Hogan's Pond Crescent in Portugal Cove-St. Phillips.

Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Not applicable.
3. Alignment with Strategic Directions/Adopted Plans: Not applicable.
4. Legal or Policy Implications: Not applicable.
5. Privacy Implications: Not applicable.
6. Engagement and Communications Considerations: Not applicable.
7. Human Resource Implications: Not applicable.
8. Procurement Implications: Not applicable.
9. Information Technology Implications: Not applicable.
10. Other Implications: Not applicable.

ST. JOHN'S

Recommendation:

THAT Council approve the application made by Newfoundland Power to replace the power line along Thorburn Road located in the Windsor Lake and Broad Cove River Watershed Areas subject to the following:

- 1. Adhere to the Province's Policy on Protected Water Supply Areas for treated utility poles;**
- 2. NL Power and/or their contractor(s) must have a spill kit present at all times while working in the watershed area;**
- 3. Water & Wastewater are to be notified immediately of any spills, should they occur.**

Report Approval Details

Document Title:	Newfoundland Power Powerline replacement on Thorburn Road-DEV2000018.docx
Attachments:	
Final Approval Date:	Mar 5, 2020

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

Gerard Doran - Mar 4, 2020 - 9:51 AM

No Signature - Task assigned to Dave Wadden was completed by workflow administrator Maureen Harvey

Dave Wadden - Mar 4, 2020 - 11:19 AM

Jason Sinyard - Mar 5, 2020 - 11:50 AM

DEVELOPMENT PERMITS LIST
DEPARTMENT OF PLANNING, ENGINEERING AND REGULATORY SERVICES
FOR THE PERIOD OF February 20, 2020 TO March 4, 2020

Code	Applicant	Application	Location	Ward	Development Officer's Decision	Date
RES		Home Office for Administration of Cleaning Service	330 Anspach St.	3	Approved	20-02-28
COM		Home Office for Administration of Translation/ Localization/ Editing Services with Remote Clients	53 Long Pond Road	4	Approved	20-02-28
INST	Fougere Menchenton Architecture	Personal Care Facility	160 Southlands Blvd	5	Approved	20-03-04

<p>*</p> <p>Code Classification:</p> <p>RES - Residential</p> <p>COM - Commercial</p> <p>AG - Agriculture</p> <p>OT - Other</p> <p>INST - Institutional</p> <p>IND - Industrial</p>	
**	<p>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.</p>

Gerard Doran
Development
Supervisor
Planning, Engineering
and Regulatory
Services

Permits List
Council's March 9, 2020 Regular Meeting

Permits Issued: 2020/02/27 to 2020/03/04

BUILDING PERMITS ISSUED

Residential

Location	Permit Type	Structure Type		
298 Lemarchant Rd	Renovations	Single Detached Dwelling		
34 Pepperwood Dr	Fence	Fence		
5 Winter Pl	Site Work	Single Detached Dwelling		
77 St. Clare Ave	Renovations	Single Detached w/ apt.		
8 Trepassy Pl	Change of Occupancy	Home Office		
			This Week:	\$116,500.00

Commercial

Location	Permit Type	Structure Type		
120 Stavanger Dr	Renovations	Clinic		
140 Water St	Renovations	Office		
2 Lemarchant Rd	Change of Occupancy	Retail Store		
20 Ropewalk Lane	Renovations	Retail Store		
315 Kenmount Rd	Renovations	Warehouse		
315 Kenmount Rd	Change of Occupancy/Renovations	Retail Store		
321 Hamilton Ave	Change of Occupancy	Retail Store		
5 Waterford Bridge Rd	Change of Occupancy/Renovations	Mixed Use		
644 Topsail Rd	Change of Occupancy/Renovations	Clinic		
			This Week:	\$373,375.57

Government/Institutional

Location	Permit Type	Structure Type		
70 The Boulevard	Renovations	Office		
			This Week:	\$13,000.00

Industrial

Location	Permit Type	Structure Type		
			This Week:	\$0.00

Demolition

Location	Permit Type	Structure Type
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This Week: \$0.00
This Week's Total: \$502,875.57

REPAIR PERMITS ISSUED: **\$3,000.00**

NO REJECTIONS

YEAR TO DATE COMPARISONS			
March 9, 2020			
TYPE	2019	2020	% Variance (+/-)
Residential	\$3,409,232.00	\$2,945,926.90	-14
Commercial	\$33,348,997.00	\$11,340,689.43	-66
Government/Institutional	\$0.00	\$18,000.00	NA
Industrial	\$0.00	\$0.00	0
Repairs	\$140,250.00	\$66,500.00	-53
TOTAL	\$36,898,479.00	\$14,371,116.33	-61
Housing Units (1 & 2 Family Dwelling)	2	3	

Respectfully Submitted,

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

MEMORANDUM

Weekly Payment Vouchers For The Week Ending March 4, 2020

Payroll

Public Works	\$ 729,213.25
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Bi-Weekly Administration	\$ 1,908,605.49
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Bi-Weekly Management	\$ 1,161,064.92
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Bi-Weekly Fire Department	\$ 839,498.58
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Accounts Payable	\$ 2,511,811.46
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Total:	\$ 7,150,193.70
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ST. JOHN'S

DEPARTMENT OF FINANCE

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

NAME	DESCRIPTION	AMOUNT
FASTPATH INC.	SOFTWARE RENEWAL	2,968.59
CITY OF ST. JOHN'S	REPLENISH PETTY CASH	155.94
CANADIAN MUSEUMS ASSOCIATION (CMA)	MEMBERSHIP RENEWAL	450.00
VICTOR CANADA	HEALTH PREMIUMS	386.98
TYCO INTEGRATED FIRE & SECURITY	SECURITY SERVICES	593.40
BELL MOBILITY INC.	CELLULAR PHONE USAGE	86.95
RCAP	LEASE OF OFFICE EQUIPMENT	545.46
BOWERING PROPERTIES INC.	COURT OF APPEAL REFUND	200.00
CHRISTOPHER CORDOVA & SUZANNE DUFOUR	COURT OF APPEAL REFUND	60.00
WILLIAM & LAURA POMEROY	COURT OF APPEAL REFUND	60.00
DAVID CONSTANTINE	COURT OF APPEAL REFUND	60.00
ISRAEL & MODESOLA OYENIRAN	COURT OF APPEAL REFUND	60.00
O'DEA, MIKE	COURT OF APPEAL REFUND	60.00
RAYMOND & JOAN VINCENT	COURT OF APPEAL REFUND	60.00
SHEILA STICKLAND & SHERI MCCONNELL	COURT OF APPEAL REFUND	60.00
ROBERT & EDNA BARRETT	COURT OF APPEAL REFUND	60.00
PATRICK DORNAN	COURT OF APPEAL REFUND	60.00
EDITH CATHERINE SQUIRES	COURT OF APPEAL REFUND	60.00
IMSA ONTARIO	REGISTRATION FEE	1,921.00
ROBERT PAUL DYNES	OVERPAYMENT OF TAXES	640.00
MOTOR REGISTRATION DIVISION	INSPECTION STATION RENEWAL	150.00
REPS FITNESS & CONDITIONING	WELLNESS FITNESS PROGRAM	500.00
CHARLES R. BELL LTD.	APPLIANCES	1,965.35
JUDI CARROLL	BAILIFF SERVICES	85.00
CLARKE'S TRUCKING & EXCAVATING	SNOW CLEARING SERVICES	7,463.04
AWI	PROFESSIONAL SERVICES	110,940.50
HARTY'S INDUSTRIES	STEEL FLAT BAR	920.00
NEWFOUNDLAND CAMERA	CAMERAS	390.94
NEVLAB OXYGEN LIMITED	MEDICAL SUPPLIES	48.07
EMM HARDCHROME & HYDRAULIC LTD	REPAIR PARTS	1,566.30
MEDICALMART NEWFOUNDLAND & LABRADOR	MEDICAL SUPPLIES	218.83
MODELTECH INTERNATIONAL	REPAIR PARTS	299.00
PROVALL PARTS LTD.	REPAIR PARTS	5,584.70
MEMORIAL UNIVERSITY OF NEWFOUNDLAND	CHILLFEST KITCHEN PARTY	57.50
ROCK SAFETY INDUSTRIAL LTD.	REPAIR PARTS	83.97
BELL ALIANT	TELEPHONE SERVICES	20,585.47
PRAXAIR PRODUCTS INC.	CARBON DIOXIDE	419.93
NIMBUS PUBLISHING	PROMOTIONAL ITEMS	57.83
NL GRAY GAYS	HOUSING CATALYST FUND GRANT	5,000.00
POWER BROTHERS INC.	HOUSING CATALYST FUND GRANT	10,000.00
ANNIE GEORGE	REFUND SECURITY DEPOSIT	100.00
CINEPLEX ENTERTAINMENT	ENTERTAINMENT	2,458.13
HANDBALL ASSOCIATION OF NEWFOUNDLAND	INSTRUCTOR FEE	113.31
ELTON'S FIGHTING SYSTEM	REAL PROGRAM	1,270.00
IMAGING BY GUIDO	PROFESSIONAL SERVICES	287.50

NAME	DESCRIPTION	AMOUNT
TEAM MITCHELL U21 LADIES CURLING TEAM	YOUTH SPORT TRAVEL GRANT	250.00
MARK POWER	PROFESSIONAL SERVICES	300.00
DR. DEANNE LEONARD	MEDICAL EXAMINATION FEE	80.00
PHILROBBEN JANITORIAL LIMITED	CLEANING SERVICES	6,141.95
KENT GROUP LTD.	PROFESSIONAL SERVICES	155.25
SIGNAL HOBBIES INC	SUPPLIES - EXHIBITS	517.49
SALTWIRE, THE TELEGRAM, BOUNTY PRINT	ADVERTISEMENT	363.00
STELLA'S CIRCLE	HOUSING CATALYST FUND GRANT	10,000.00
CANCELLED	CANCELLED	0.00
CLARKE'S TRUCKING & EXCAVATING	SNOW CLEARING SERVICES	798.31
PIK-FAST EXPRESS INC.	BOTTLED WATER	96.60
PINNACLE OFFICE SOLUTIONS LTD	PHOTOCOPIES	11.48
KENT	BUILDING SUPPLIES	473.20
THYSSENKRUPP ELEVATOR	ELEVATOR MAINTENANCE	372.44
IMPACT SIGNS AND GRAPHICS	SIGNAGE	60.38
YELLOW PAGES	ADVERTISEMENT	140.53
MCCLOUGHLAN SUPPLIES LTD.	ELECTRICAL SUPPLIES	1,590.56
ORKIN CANADA	PEST CONTROL	479.57
MACKENZIE, NEIL	EMPLOYMENT RELATED EXPENSES	808.23
PARTS FOR TRUCKS INC.	REPAIR PARTS	191.90
TURNER DRAKE & PARTNERS LIMITED	COURT OF APPEAL REFUND	400.00
ALTUS GROUP LIMITED	COURT OF APPEAL REFUND	60.00
DARLENE SHARPE	CLEANING SERVICES	750.00
JAMIE KORAB	TRAVEL REIMBURSEMENT	1,170.13
NEWFOUNDLAND POWER	ELECTRICAL SERVICES	110,578.79
NEWFOUNDLAND POWER	ELECTRICAL SERVICES	174,268.34
PUBLIC SERVICE CREDIT UNION	PAYROLL DEDUCTIONS	3,265.69
END HOMELESSNESS ST. JOHN'S INC.	GRANT TO EHSJ - YEAR 2	100,000.00
PARTS FOR TRUCKS INC.	REPAIR PARTS	2,281.85
PUROLATOR INC.	COURIER SERVICES	274.52
ROGERS COMMUNICATIONS CANADA INC.	DATA & USAGE CHARGES	713.00
ROGERS COMMUNICATIONS CANADA INC.	DATA & USAGE CHARGES	158.86
AFONSO GROUP LIMITED	SEWER INSPECTIONS	6,589.50
ACTION CAR AND TRUCK ACCESSORIES	AUTO PARTS	528.12
ATLANTIC PURIFICATION SYSTEM LTD	WATER PURIFICATION SUPPLIES	1,007.40
TOYS "R" US CANADA LTD	SUPPLIES - RECREATION PROGRAMS	363.28
AVALON FORD SALES LTD.	AUTO PARTS	1,436.08
MIGHTY WHITES LAUNDROMAT	LAUNDRY SERVICES	81.76
RDM INDUSTRIAL LTD.	INDUSTRIAL SUPPLIES	309.95
HAROLD SNOW & SONS	HARDWARE SUPPLIES	354.94
CABOT PEST CONTROL	PEST CONTROL	1,035.00
ROCKWATER PROFESSIONAL PRODUCT	CHEMICALS	3,638.91
STANTEC CONSULTING LTD. (SCL)	PROFESSIONAL SERVICES	746.28
MSC INDUSTRIAL SUPPLY ULC	REPAIR PARTS	922.38
BROWNE'S AUTO SUPPLIES LTD.	AUTOMOTIVE REPAIR PARTS	1,407.49



NAME	DESCRIPTION	AMOUNT
FARRELL'S EXCAVATING LTD.	RENTAL OF EQUIPMENT	48,558.75
WESTERN HYDRAULIC 2000 LTD	REPAIR PARTS	3,024.50
FLAGHOUSE INC	RECREATIONAL SUPPLIES	493.35
BDI CANADA INC	CHEMICALS	153.08
STAPLES THE BUSINESS DEPOT - STAVANGER DR	STATIONERY & OFFICE SUPPLIES	92.64
AIR LIQUIDE CANADA INC.	CHEMICALS AND WELDING PRODUCTS	28,327.44
HISCOCK'S SPRING SERVICE	HARDWARE SUPPLIES	2,452.67
SOBEY'S INC	PET SUPPLIES	382.02
BEATTIE INDUSTRIAL	REPAIR PARTS	372.14
MAC TOOLS	TOOLS	263.35
NORTH ATLANTIC SUPPLIES INC.	REPAIR PARTS	768.55
KENT	BUILDING SUPPLIES	930.18
STINGRAY RADIO INC.	ADVERTISEMENT	4,853.00
COLONIAL GARAGE & DIST. LTD.	AUTO PARTS	940.29
SCARLET EAST COAST SECURITY LTD	TRAFFIC CONTROL	1,735.06
BUREAU VERITAS CANADA (2019) INC	WATER PURIFICATION SUPPLIES	680.80
JAMES G CRAWFORD LTD.	PLUMBING SUPPLIES	758.89
ENVIROSYSTEMS INC.	PROFESSIONAL SERVICES	4,010.30
NEWFOUND CABS	TRANSPORTATION SERVICES	113.26
CUMMINS CANADA ULC	REPAIR PARTS	461.79
CRAWFORD & COMPANY CANADA INC	ADJUSTING FEES	770.00
DICKS & COMPANY LIMITED	OFFICE SUPPLIES	1,105.07
MIC MAC FIRE & SAFETY SOURCE	SAFETY SUPPLIES	1,237.40
EAST COAST HYDRAULICS	REPAIR PARTS	398.61
HITECH COMMUNICATIONS LIMITED	REPAIRS TO EQUIPMENT	63,634.10
DOMINION RECYCLING LTD.	PIPE	796.84
THYSSENKRUPP ELEVATOR	ELEVATOR MAINTENANCE	4,077.75
CANADIAN TIRE CORP.-HEBRON WAY	MISCELLANEOUS SUPPLIES	321.03
CANADIAN TIRE CORP.-MERCHANT DR.	MISCELLANEOUS SUPPLIES	146.53
CANADIAN TIRE CORP.-KELSEY DR.	MISCELLANEOUS SUPPLIES	226.10
NATIONAL ENERGY EQUIPMENT INC.	REPAIR PARTS	217.59
HOME DEPOT OF CANADA INC.	BUILDING SUPPLIES	514.13
DOMINION STORE 935	MISCELLANEOUS SUPPLIES	1,183.77
EATON INDUSTRIES (CANADA) COMPANY	PROFESSIONAL SERVICES	1,610.00
OMB PARTS & INDUSTRIAL INC.	REPAIR PARTS	271.34
FRESHWATER AUTO CENTRE LTD.	AUTO PARTS/MAINTENANCE	4,655.15
PRINCESS AUTO	MISCELLANEOUS ITEMS	1,103.38
STELLAR INDUSTRIAL SALES LTD.	INDUSTRIAL SUPPLIES	104.94
D.W. MECHANICAL	REPAIR PARTS	2,272.37
WOLSELEY CANADA INC.	REPAIR PARTS	2,715.59
STARGARDEN CORPORATION	SOFTWARE RENEWAL	27,010.62
EASTERN PROPANE	PROPANE	374.85
HARVEY & COMPANY LIMITED	REPAIR PARTS	5,000.71
A HARVEY & CO. LTD.	ROAD SALT	358,909.67
HARVEY'S OIL LTD.	PETROLEUM PRODUCTS	4,929.37

NAME	DESCRIPTION	AMOUNT
GUILLEVIN INTERNATIONAL CO.	ELECTRICAL SUPPLIES	792.54
HEATING PRODUCT 1978 LTD.	STEAM COILS	345.00
BRENNTAG CANADA INC	CHLORINE	109,279.38
HICKMAN MOTORS LIMITED	REPAIR PARTS	34.63
HOLDEN'S TRANSPORT LTD.	RENTAL OF EQUIPMENT	1,368.50
FLEET READY LTD.	REPAIR PARTS	3,006.91
SOURCE ATLANTIC INDUSTRIAL DISTRIBUTION	REPAIR PARTS	420.81
PENNECON TECHNICAL SERVICES LTD	PROFESSIONAL SERVICES	2,112.55
IMPRINT SPECIALTY PROMOTIONS LTD	PROMOTIONAL ITEMS	115.67
CLEAN AIR SOLUTIONS	PROFESSIONAL SERVICES	86.25
CHRIS SQUIRES ENTERPRISES INC.,	RENTAL OF EQUIPMENT	3,557.82
CDMV	VETERINARY SUPPLIES	1,081.29
BOSCH REXROTH CANADA CORP.	REPAIR PARTS	3,690.06
KAVANAGH & ASSOCIATES	PROFESSIONAL SERVICES	1,175.88
KENT BUILDING SUPPLIES-STAVANGER DR	BUILDING MATERIALS	369.55
THE TOY BOX	REPAIR PARTS	256.60
CENTINEL SERVICES	REPAIR PARTS	5,071.50
KERR CONTROLS LTD.	INDUSTRIAL SUPPLIES	823.42
CARMICHAEL ENGINEERING LTD.	PROFESSIONAL SERVICES	15,705.76
J.A. LARUE	REPAIR PARTS	916.03
MARK'S WORK WEARHOUSE	PROTECTIVE CLOTHING	357.38
JT MARTIN & SONS LTD.	HARDWARE SUPPLIES	262.20
MARTIN'S FIRE SAFETY LTD.	SAFETY SUPPLIES	400.20
REXEL CANADA ELECTRICAL INC.,	REPAIR PARTS	591.05
MIKAN SCIENTIFIC INC.	REPAIR PARTS	309.98
CUTTING EDGE EXCAVATION INC.,	SNOW CLEARING SERVICES	4,784.00
SUMMIT PLUMBING & HEATING LTD.	PROFESSIONAL SERVICES	7,632.17
INDUSTRIAL SCIENTIFIC CANADA ULC	SUBSCRIPTION RENEWAL	595.26
WAJAX INDUSTRIAL COMPONENTS	REPAIR PARTS	6,219.30
NEWFOUNDLAND DISTRIBUTORS LTD.	INDUSTRIAL SUPPLIES	358.54
NL KUBOTA LIMITED	REPAIR PARTS	1,609.32
TOROMONT CAT	AUTO PARTS	1,622.40
NORTH ATLANTIC PETROLEUM	PETROLEUM PRODUCTS	177,119.47
PENNECON HYDRAULIC SYSTEMS LTD	PROFESSIONAL SERVICES	1,478.57
GCR TIRE CENTRE	TIRES	12,196.74
THE HUB	CATERING SERVICES	2,763.45
PYRAMID CONSTRUCTION LIMITED	TOPSOIL	240.99
RIDEOUT TOOL & MACHINE INC.	TOOLS	532.90
NAPA ST. JOHN'S 371	AUTO PARTS	1,981.57
ROYAL FREIGHTLINER LTD	REPAIR PARTS	6,965.24
S & S SUPPLY LTD. CROSSTOWN RENTALS	REPAIR PARTS	2,238.66
ST. JOHN'S TRANSPORTATION COMMISSION	SPECIAL SUBSIDY	258,842.50
BIG ERICS INC	SANITARY SUPPLIES	28.41
SAUNDERS EQUIPMENT LIMITED	REPAIR PARTS	15,831.92
CHANDLER	PROTECTIVE CLOTHING	4,958.80

NAME	DESCRIPTION	AMOUNT
SUPERIOR OFFICE INTERIORS LTD.	OFFICE SUPPLIES	1,033.85
TELELINK-THE CALL CENTRE INC.	MESSAGE MANAGER	1,594.27
TRACTION DIV OF UAP	REPAIR PARTS	172.07
TULK'S GLASS & KEY SHOP LTD.	PROFESSIONAL SERVICES	59.69
URBAN CONTRACTING JJ WALSH LTD	PROPERTY REPAIRS	810.75
WATERWORKS SUPPLIES DIV OF EMCO LTD	REPAIR PARTS	2,022.77
WINDCO ENTERPRISES LTD.	FLAGS	157.18
CAMPIA GYMNASTICS	REAL PROGRAM	421.19
INTERGOVERNMENTAL COMMITTEE ON URBAN AND REGIONAL RESEARCH	SUBSCRIPTION RENEWAL	400.00
MAX ARTS ATHLETICS WELLNESS	REAL PROGRAM	1,184.84
THE LITTLE GYM OF ST. JOHN'S	REAL PROGRAM	1,311.93
BELL MOBILITY INC. RADIO DIVISION	MAINTENANCE CHARGES & REPAIRS	1,349.34
HUNGRY HEART CAFE	PASTRY TRAYS	255.90
STAPLES THE BUSINESS DEPOT - KELSEY DR	OFFICE SUPPLIES	80.01
CANCELLED	CANCELLED	0.00
PAJ CANADA COMPANY	PROMOTIONAL ITEMS	713.67
GFL ENVIRONMENTAL INC.	PROFESSIONAL SERVICES	197.55
BRIAN FINN	ENTERTAINMENT	250.00
ST. JOHN'S STATUS OF WOMEN COUNCIL	SUPPORT REFERRAL CLAIM	148.05
SQUIRES, CARLA	MILEAGE	192.59
WILLIAMS, KEITH	MILEAGE	201.35
WALSH, MARY	VEHICLE BUSINESS INSURANCE	134.00
SHERRIFFS, KAREN	MILEAGE	116.78
KENT, GEORGE	MILEAGE	214.05
SCHAMPER, ROB	MILEAGE	214.74
JASON PHILLIPS	MILEAGE	147.66
ANGELA BLANCHARD	MILEAGE	56.89
DAPHNE SULLIVAN	MILEAGE	239.45
COURAGE, SCOTT	MILEAGE	18.97
CLYDE RIDEOUT	EMPLOYMENT RELATED EXPENSES	15.00
HAYE, SHAWN	EMPLOYMENT RELATED EXPENSES	134.90
CREWE, RYAN	EMPLOYMENT RELATED EXPENSES	108.86
MACNEIL, GARY	VEHICLE BUSINESS INSURANCE	44.00
BAMBRICK, VANESSA	EMPLOYMENT RELATED EXPENSES	400.00
MIKE ADAM	VEHICLE BUSINESS INSURANCE	617.69
MELANIE BARNES	WELLNESS FITNESS PROGRAM	500.00
ANN-MARIE CASHIN	EMPLOYMENT RELATED EXPENSES	245.68
RENEE DEVEREAUX	MILEAGE	25.07
SARAH NICHOLS	MILEAGE	66.57
VALLEN	REPAIR PARTS	1,555.74
JOHN BROOKS COMPANY LIMITED	REPAIR PARTS	12,913.21
NEWFOUNDLAND AND LABRADOR CONSTRUCTION SAFETY ASSOCIATION	CONFERENCE FEE	281.75
NEPTUNE SECURITY SERVICES INC.	SECURITY SERVICES	10,681.20
INTERNATIONAL NAME PLATE SUPPLIES LTD.	SIGNAGE	97.11
IDOCTORNL	PROFESSIONAL SERVICES	130.00

NAME	DESCRIPTION	AMOUNT
PERRY MATTHEWS TOWING INC.	SNOW CLEARING SERVICES	20,930.00
HOLDER TRACTORS INC	REPAIR PARTS	10,147.49
PMH INSIGHTS INC.	PROFESSIONAL SERVICES	3,737.50
BRANDT TRACTOR LTD	REPAIR PARTS	25,104.20
ROGERS COMMUNICATIONS CANADA INC.	DATA & USAGE CHARGES	136.69
ROGERS COMMUNICATIONS CANADA INC.	DATA & USAGE CHARGES	33,068.61
HISCOCK RENTALS & SALES INC.	HARDWARE SUPPLIES	779.33
HARRIS & ROOME SUPPLY LIMITED	ELECTRICAL SUPPLIES	227.34
TELUS	MOBILE SERVICES	13,131.33
CHRISTOPHER DAVIS	TRAVEL REIMBURSEMENT	199.51
JENNIFER TIPPLE	TRAVEL REIMBURSEMENT	845.93
NEWFOUNDLAND POWER	ELECTRICAL SERVICES	497,945.49
CLARKE'S TRUCKING & EXCAVATING	SNOW CLEARING SERVICES	6,664.73
TOTAL: \$		<u>2,511,811.46</u>

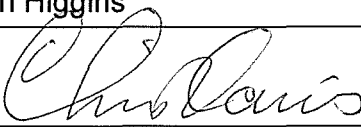
BID APPROVAL NOTE

Bid #	N/A		
Bid Name	Replacement Deep Well Bar Screen at the Riverhead Wastewater Treatment Facility		
Department	Public Works	Division	Water and Wastewater
Budget Code	4225-56160 (Riverhead Capital Reserve Fund)		
Source of Funding	<input type="radio"/> Operating <input checked="" type="radio"/> Capital <input type="radio"/> Multiyear Capital		
Purpose	Supply and delivery of a replacement deep well bar screen for the Riverhead Wastewater Treatment facility.		
Results	<input type="radio"/> As attached <input checked="" type="radio"/> As noted below		
	Vendor Name	Bid Amount	
	EEP Technical Solutions	\$310,464.21 (HST Extra)	
Expected Value	<input checked="" type="radio"/> As above <input type="radio"/> Value shown is an estimate only for a year period. The City does not guarantee to buy any specific quantities or dollar value.		
Contract Duration	20 weeks		
Bid Exception	<input type="radio"/> None <input checked="" type="radio"/> Contract Award Without Open Call <input type="radio"/> Professional Services		
Recommendation	It is recommended to award this contract award without open call to EEP Technical Solutions in the amount of \$310,464.21 (HST Extra) to allow for the replacement of the deep well bar screen at the Riverhead Wastewater Treatment Facility. EEP Technical Solutions are the only available source for this equipment.		
Supply Chain Buyer	John Hamilton		
Supply Chain Manager		Date	2020/03/02
Deputy City Manager*		Date	2020/03/03

*Only required for a bid exception (contract award without open call or professional services).

ST. JOHN'S

BID APPROVAL NOTE

Bid #	2020033		
Bid Name	Street Widening / Snow Blowback Bally Haly		
Department	Public Works	Division	Roads
Budget Code	3231-52100		
Source of Funding	<input checked="" type="radio"/> Operating <input type="radio"/> Capital <input type="radio"/> Multiyear Capital		
Purpose	To street widen / snow blow back in residential subdivisions, making way for future snow storage.		
Results	<input checked="" type="radio"/> As attached <input type="radio"/> As noted below		
	Vendor Name		Bid Amount
Expected Value	<input checked="" type="radio"/> As above <input type="radio"/> Value shown is an estimate only for a year period. The City does not guarantee to buy any specific quantities or dollar value.		
Contract Duration	7 days		
Bid Exception	<input checked="" type="radio"/> None <input type="radio"/> Contract Award Without Open Call <input type="radio"/> Professional Services		
Recommendation	It is recommended to award this open call to the lowest bidder that meets specifications, Weir's Construction Ltd., as per the Public Procurement Act for \$125,734.10 (HST not included).		
Supply Chain Buyer	Sherri Higgins		
Supply Chain Manager		Date	March 3, 2020
Deputy City Manager*		Date	

*Only required for a bid exception (contract award without open call or professional services).

ST. JOHN'S

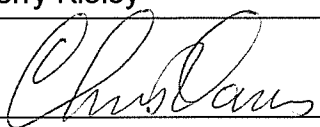
2020033

Street Widening / Snow Blowback Bally Haly

Closing Date: Tuesday, March 03, 2020

<u>Vendor</u>	<u>Bid Submissions</u>
Weir's Construction Ltd.	\$125,734.10
Pyramid Construction Limited	\$149,489.50
Parsons Paving Ltd.	\$155,400.00
Bursey Excavating & Development Inc.	\$186,480.00
All Clear Ice & Snow Removal Ltd	\$193,900.00
Platinum Construction Company Ltd	\$217,418.00
Rock Construction Company Limited	\$217,918.00
Chris Squires Enterprises Inc	\$279,900.00
Gerald O'Driscoll	\$324,000.00
JAT excavating inc	Withdrew Bid

BID APPROVAL NOTE

Bid #	2020031		
Bid Name	Rental of Excavators		
Department	Public Works	Division	Fleet
Budget Code	3231-52629		
Source of Funding	<input checked="" type="radio"/> Operating <input type="radio"/> Capital <input type="radio"/> Multiyear Capital		
Purpose	This open call was issued to establish a standing offer agreement for the rental of an excavator(s) with operator "when and as required" for the purpose of moving snow in the following locations: Wishingwell Park, Redmond's Rd, Kelsey Drive, or Robin Hood Bay.		
Results	<input checked="" type="radio"/> As attached <input type="radio"/> As noted below		
	Vendor Name	Bid Amount	
	Bursey Excavating & Development Inc.	Disqualified	
	Hubert Murphy (2009) Limited	Disqualified	
	Weir's Construction Ltd.	\$258.05 per hour	
	JAT Excavating inc	\$265.00 per hour	
Expected Value	<input checked="" type="radio"/> As above <input type="radio"/> Value shown is an estimate only for a year period. The City does not guarantee to buy any specific quantities or dollar value.		
Contract Duration	3 months		
Bid Exception	<input checked="" type="radio"/> None <input type="radio"/> Contract Award Without Open Call <input type="radio"/> Professional Services		
Recommendation	The estimated number of rental hours required over the 3 month period is 2000. It is recommended to award open call 2020031 to all compliant vendors. Right of first refusal is given to the vendor with the lowest price. Subsequent vendors are contacted in order of ranking until the request can be fulfilled.		
Supply Chain Buyer	Sherry Kieley		
Supply Chain Manager		Date	2020/03/06
Deputy City Manager*		Date	

*Only required for a bid exception (contract award without open call or professional services).

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 enact an amendment to the St. John's Parks By-Law so as to allow canoeing, kayaking and paddle boarding on Quidi Vidi Lake from Noon on Saturdays until 6:00 p.m. on Sundays during the months of June through September.

DATED at St. John's, NL this day of March, 2020.

COUNCILLOR

ST. JOHN'S

DECISION/DIRECTION NOTE

Title: Travel – City Manager, Kevin Breen

Date Prepared: March 3, 2020

Report To: Regular Meeting of Council

Councillor and Role: Councillor Dave Lane, Finance & Administration

Ward: N/A

Decision/Direction Required:

Seeking approval for Kevin Breen, City Manager, to represent the City at the Canadian Association of Municipal Administrators (CAMA) meetings from June 1 to 4, 2020 in Hunstville, Ontario.

Discussion – Background and Current Status:

This annual event provides an array of opportunities for chief administrative officers and municipal senior managers. It is designed to prepare attendees with information and best practices to help communities succeed and prosper.

Key Considerations/Implications:

1. Budget/Financial Implications:
 - The cost to attend these meetings has been allocated under the travel budget for the City Manager.
2. Partners or Other Stakeholders:
 - Canadian Association of Municipal Administrators (CAMA)
3. Alignment with Strategic Directions/Adopted Plans:
4. Legal or Policy Implications: N/A
5. Privacy Implications: N/A
6. Engagement and Communications Considerations: N/A
7. Human Resource Implications: N/A
8. Procurement Implications: N/A

9. Information Technology Implications: N/A

10. Other Implications:

Recommendation:

THAT Council approve the travel and associated costs for Kevin Breen, City Manager, to represent the City at the Canadian Association of Municipal Administrators (CAMA) meetings from June 1 to 4, 2020 in Huntsville, Ontario.

DECISION/DIRECTION NOTE

Title: Bay Bulls Road Sidewalk Installation

Date Prepared: March 3, 2020

Report To: His Worship the Mayor and member of Council

Councillor and Role: Wally Collins, Ward Councillor

Ward: Ward 5

Decision/Direction Required:

Council approve the expropriation of land at 47 Long Beach Street, and 102, 148, 151, 155, 175, and 178 Bay Bulls Road for the installation of sidewalks.

Discussion – Background and Current Status:

The Legal Department has been in talks with legal counsel for the majority of the property owners for this project and the process of obtaining this land is slowly being finalized. However, there are a few who have not responded or have not provided the name of their legal counsel for this matter. In an effort to obtain this property in order to commence construction in the spring, we recommend expropriating the required property with compensation to be finalized at a later date.

Key Considerations/Implications:

1. Budget/Financial Implications: City to expropriate the 5,659.5 square feet of required property at a rate of \$10 per square foot for a cost of \$56,595.00 plus legal fees per property owner.
2. Partners or Other Stakeholders: N/A
3. Alignment with Strategic Directions/Adopted Plans:
 - a. A City that Moves
 - b. A connected City
 - c. An Effective City
4. Legal or Policy Implications:
 - a. Expropriations to be prepared
 - b. Release of Expropriation to be prepared

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

Recommendation:

Council expropriate the required lands from 47 Long Beach Street and 102, 148, 151, 155, 175 and 178 Bay Bulls Road for the installation of sidewalks on Bay Bulls Road

Report Approval Details

Document Title:	Bay Bulls Road Sidewalk installtion project.docx
Attachments:	
Final Approval Date:	Mar 4, 2020

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

No Signature found

Andrew Woodland - Mar 4, 2020 - 11:15 AM

Cheryl Mullett - Mar 4, 2020 - 4:38 PM

DECISION/DIRECTION NOTE

Title: City of St. John's Underwriting Syndicate

Date: February 24th, 2020

Report To: Mayor and Council

Councilor and Role: ALL

Ward: N/A

Decision/Direction Required: Approval of an Underwriting Syndicate for future Debenture Issues

Discussion – Background and Current Status:

A lending syndicate exists to facilitate the City issuing bonds to fund its share of capital works projects. The lending syndicate is essentially a team of financial institutions who work with the city to issue the bonds at the lowest rate possible. This includes facilitation of legal services, potential meetings with investors, as well as secondary market support in trading of the City's bonds.

Historically the City has used two financial institutions in its lending syndicate. In reviewing best practice and engaging with industry, a review of potential changes to the syndicate were undertaken. As a result the following syndicate is being recommended:

Role	Institution	Share
Lead	RBC Capital Markets	50%
Co-Manager 1	National Bank Financial	25%
Co-Manager 2	CIBC	25%

After the first bond issue planned for 2020, the City reserves the right to alternate the lead or alternatively change the structure on a go forward basis.

Key Considerations/Implications:

1. Budget/Financial Implications

Fees are determined based on a predetermined percentage of the bond issue size and composition.

2. Partners or Other Stakeholders

N/A

3. Alignment with Strategic Directions/Adopted Plans

ST. JOHN'S

4. Legal or Policy Implications

N/A

5. Engagement and Communications Considerations

The amounts spent will be reported in conjunction with the quarterly travel report.

6. Other Implications

N/A

Recommendation:

It is recommended the underwriting syndicate of Royal Bank (50%), National Bank Financial (25%) and CIBC (25%) be approved.

Prepared by: Derek Coffey, Deputy City Manager, Department of Finance and Administration

Approved by: Kevin Breen, City Manager