

ST. JOHN'S

Regular Meeting - City Council Agenda

August 17, 2020

3:00 p.m.

4th Floor City Hall

Pages

1. CALL TO ORDER
2. PROCLAMATIONS/PRESENTATIONS
3. APPROVAL OF THE AGENDA
 - 3.1 Adoption of Agenda
4. ADOPTION OF THE MINUTES
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5. BUSINESS ARISING FROM THE MINUTES
6. NOTICES PUBLISHED
 - 6.1 60 O'Leary Avenue - Commercial Industrial (C1) Zone - Ward 4 20

A Discretionary Use has been submitted by InShape Fitness Ltd. for a Fitness Facility at 60 O'Leary Avenue.

The proposed Facility will be a 24-hour, card access gym. The business will have a floor area of 431m² and allow a maximum of 30 persons in the building at a time.

2 submissions received.

6.2	133 Old Bay Bulls Road - Residential Low Density (R1) Zone - Ward 5	23
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A Discretionary Use has been submitted to operate a Home Occupation in a portion of the dwelling at 133 Old Bay Bulls. The proposed business will offer Doggy Daycare services.

The proposal will have a floor area of 44.77m². The Doggy Daycare will operate Monday – Friday 8 a.m. – 6 p.m. The business will care for a maximum 10-12 dogs. The dogs will be contained to the dwelling, no outdoor space will be provided. The property owner is the sole employee. On-site parking is provided.

11 submissions received.

7. COMMITTEE REPORTS

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ST. JOHN'S

Minutes of Regular Meeting - City Council

Council Chamber, 4th Floor, City Hall

August 4, 2020, 3:00 p.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: Derek Coffey, Deputy City Manager of Finance & Administration
Tanya Haywood, Deputy City Manager of Community Services
Jason Sinyard, Deputy City Manager of Planning, Engineering & Regulatory Services
Elaine Henley, City Clerk
Ken O'Brien, Chief Municipal Planner
Maureen Harvey, Legislative Assistant

Others: Linda Bishop - Senior Legal Counsel
Brian Head - Manager of Parks & Open Space
Garrett Donaher - Manager of Transportation Engineering
Susan Bonnell - Manager of Communications

Land Acknowledgement

The following statement was read into the record:

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

histories and cultures of the Mi'kmaq, Innu, Inuit, and Southern Inuit of this Province.”

1. **CALL TO ORDER**

2. **PROCLAMATIONS/PRESENTATIONS**

3. **APPROVAL OF THE AGENDA**

3.1 **Adoption of Agenda**

SJMC-R-2020-08-04/362

Moved By Councillor Hickman

Seconded By Deputy Mayor O'Leary

That the Agenda be adopted 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)

4. **ADOPTION OF THE MINUTES**

4.1 **Adoption of Minutes - July 20, 2020**

SJMC-R-2020-08-04/363

Moved By Councillor Burton

Seconded By Councillor Korab

That the minutes of the meeting held July 20, 2020 be adopted 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)

5. **BUSINESS ARISING FROM THE MINUTES**

6. **NOTICES PUBLISHED**

6.1 **Notices Published for the week of August 4, 2020 - 4 Holdsworth Street**

Ratification of E-Poll conducted July 28, 2020

A Discretionary Use application has been submitted by The Bull & Barrell for an Outdoor Lounge Area at 4 Holdsworth Street.

The area will be approximately 25.3m², utilizing the existing deck. The hours for the Outdoor Area will be 6 p.m. – 2 a.m., seven days a week.

No submissions received.

SJMC-R-2020-08-04/364

Moved By Councillor Jamieson

Seconded By Councillor Stapleton

That Council approve the application subject to meeting all applicable regulatory requirements.

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)

6.2 Notices Published for the week of August 4, 2020 - 19 Dundas Street - Residential Low Density (R1) Zone - Ward 4

A Discretionary Use application has been submitted for a Home Occupation for a blood collection & urinalysis service at 19 Dundas Street.

It will occupy a floor area of 17m², and clients will be seen Monday – Friday, 7 a.m. to noon. 1 client per every 15-minute appointment. The applicant is the sole employee. 1 parking space is provided for the business.

Seven (7) submissions received.

Discussion took place with staff being requested to consider an alternate means of notification for people who rent properties within the 150m radius of the property being considered. The matter will be discussed at Committee of the Whole.

As well, concerns were expressed with the application because of the number of submissions received expressing concern as well as traffic congestion in a residential area with people lining up for appointments.

SJMC-R-2020-08-04/365

Moved By Councillor Froude

Seconded By Deputy Mayor O'Leary

That Council reject the application for 19 Dundas Street.

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

Against (2): Councillor Lane, and Councillor Hickman

MOTION CARRIED (8 to 2)

6.3 Notices Published for the week of August 4, 2020 - 90 Duckworth Street - Commercial Central Mixed Use (CCM) Zone, Ward 2

Ratification of E-Poll

A Discretionary Use application has been submitted by Bannerman Brewery for an Outdoor Eating and Lounge Area at 90 Duckworth Street

The outside area will be temporary with an area of approximately 88m² and located in the front of the building on the asphalt around the existing deck. The hours for the outdoor area will be noon – 10 p.m., seven days a week, weather permitting.

Seven (7) submissions received.

SJMC-R-2020-08-04/366

Moved By Councillor Jamieson

Seconded By Councillor Lane

That Council approve the discretionary use application by Bannerman Brewery for an Outdoor Eating and Lounge Area at 90 Duckworth Street.

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)

6.4 Notices Published for the week of August 4, 2020 - 167 Water Street/50 Harbour Drive - Commercial Central Retail (CCR) Zone - Ward 2

Ratification of E-Poll

A Discretionary Use application has been submitted by Pier 8 Development for an Outdoor Eating and Lounge Area at 167 Water Street/50 Harbour Drive

The area will be approximately 98m² and is located at the rear of 167 Water Street. The hours for the Outdoor Area will be 11 a.m.- 9 p.m., seven days a week.

SJMC-R-2020-08-04/367

Moved By Councillor Jamieson

Seconded By Deputy Mayor O'Leary

That Council approve the application subject to meeting all applicable regulatory requirements.

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)

6.5 Notices Published for the week of August 4, 2020 - 95 Merrymeeting Road - Residential High Density (R3) Zone - Ward 2

A Change of Non-Conforming Use Application has been submitted by Jack Axes to change use at 95 Merrymeeting Road to a Place of Amusement for an axe throwing randy and recreational liquor license.

The proposed business will occupy a floor area of 149m² and will have 4 target lanes. The proposed hours of operation are Monday – Wednesday, 4 p.m. – 10 p.m., Thursday 4 p.m. – 11 p.m., Friday 4 p.m. – 12 a.m., Saturday 12 p.m. – 12 a.m., and Sunday 2 p.m. – 10 p.m.. The business will employ 8 people with 1-3 people per shift. 6 parking spaces are provided on site.

Forty-seven (47) submissions.

SJMC-R-2020-08-04/368

Moved By Councillor Jamieson

Seconded By Councillor Lane

That Council approve the application subject to meeting all applicable regulatory requirements.

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)

6.6 Notices Published for the week of August 4, 2020 - 36 Cabot Avenue - Residential Battery (RB) Zone - Ward 2

Ratification of E-Poll

An application has been made to subdivide property at 36 Cabot Avenue to create two additional building lots which will front Battery Road.

Each dwelling will be a 3 storey Single Detached Dwelling with an inhouse garage and meet the Residential Battery (RB) Zone Requirements. A Land Use Assessment Report (LUAR) subject to the St. John's Development Regulations has been submitted and is advertised for review.

Twenty-one (21) submissions.

SJMC-R-2020-08-04/369

Moved By Councillor Lane

Seconded By Deputy Mayor O'Leary

That Council ratify the e-poll approving the application subject to meeting all applicable regulatory requirements.

For (7): Mayor Breen, Deputy Mayor O'Leary, Councillor Lane, Councillor Hickman, Councillor Stapleton, Councillor Stapleton, Councillor Korab, Councillor Korab, Councillor Collins, and Councillor Collins

Against (3): Councillor Burton, Councillor Jamieson, Councillor Jamieson, Councillor Froude, and Councillor Froude

MOTION CARRIED (7 to 3)

6.7 Notices Published for Week of August 4, 2020 - Approval of Discretionary Use and Temporary Parking Relief for an Outdoor Eating Area and Lounge - 115 Duckworth StreetDEV2000099

An application was submitted to add a temporary Outdoor Eating Area and Lounge to the "The Vu" Eating Establishment at 115 Duckworth Street. This application is a Discretionary Use as the property is located within 150 metres of a Residential Zone, Apartment Zone, Church, or a School.

The proposed Use was advertised subject to Section 5.5 of the Development Regulations.

No submissions received.

SJMC-R-2020-08-04/370

Moved By Councillor Jamieson

Seconded By Councillor Burton

That Council approve the Discretionary Use application for Outdoor Eating Area and Lounge at

115 Duckworth Street subject to meeting all applicable regulatory requirements.

Further, that Council approve the temporary parking relief of 8 parking stalls to accommodate the

Outdoor Eating Area and Lounge.

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)

6.8 Notices Published for week of August 4, 2020 - Approval of Discretionary Use and Parking Relief for Outdoor Eating Area and Lounge - 4 Cathedral Street (288-290 Duckworth Street)DEV200095

An application was submitted to extend the outdoor Eating Area and Lounge at 4 Cathedral Street. This is a Discretionary Use as it is located within 150m of a Residential Zone, Apartment Zone, Church, or a School. The proposed extension is approximately 23.3 m², for a total patio area of 32.2 m², which is located on the northwest side of the property. Hours of operation will be noon to 10 p.m., seven days a week and outdoor speakers are proposed.

Fourteen (14) submissions received.

SJMC-R-2020-08-04/371

Moved By Councillor Jamieson

Seconded By Councillor Burton

That Council approve the Discretionary Use application for the deck extension for an Outdoor

Eating Area and Lounge at 4 Cathedral Street (288-290 Duckworth Street) subject to meeting

all applicable regulatory requirements. The use of outdoor speakers will not be permitted.

Further, that Council approve parking relief for 1 parking space at 4 Cathedral Street (288-290 Duckworth Street).

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)

7. COMMITTEE REPORTS

7.1 Development Committee Report

**1. Request to Set Building Line Setback
10 Carriage Lane
DEV2000090**

SJMC-R-2020-08-04/372

Moved By Councillor Burton

Seconded By Councillor Korab

That Council approve the 6.36 metre Building Line setback at 10 Carriage Lane to accommodate the construction of a Single Detached Dwelling.

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)

**2. Proposed Subdivide for Two Additional Building Lots
36 Cabot Avenue
SUB2000006**

SJMC-R-2020-08-04/373

Moved By Councillor Burton

Seconded By Councillor Korab

That Council approve the subdivision of 36 Cabot Avenue for two additional Lots and to reestablish the Building Line for each Lot at 3.0 meters.

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

Against (2): Councillor Jamieson, and Councillor Froude

MOTION CARRIED (8 to 2)

3. **Request for Parking Relief**
167 Water Street / 50 Harbour Drive
DEV2000085

SJMC-R-2020-08-04/374

Moved By Councillor Burton

Seconded By Deputy Mayor O'Leary

That Council approve parking relief for 8 parking spaces to accommodate the Outdoor Eating Area and Lounge at 167 Water Street/50 Harbour Drive.

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)

4. **Request for Temporary Parking Relief**
90 Duckworth Street
DEV2000086

SJMC-R-2020-08-04/375

Moved By Councillor Burton

Seconded By Councillor Stapleton

That Council approve the parking relief of 1 parking space to accommodate the Outdoor Eating Area at 90 Duckworth Street.

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)

**5. Crown Land Amendment to Existing Lease and Grant
24 Main Road**

SJMC-R-2020-08-04/376

Moved By Councillor Burton

Seconded By Councillor Collins

That Council approve the amendment to the Crown Land Lease and Grant for 24 Main Road.

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)

**6. Proposed Enclosure of Stairwell - Broad Cove Watershed
134 Bennett's Road
INT200063**

SJMC-R-2020-08-04/377

Moved By Councillor Burton

Seconded By Councillor Froude

That Council approve the request to enclose the 2.76 m2 stairwell at 134 Bennett's Road.

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)

7.2 Committee of the Whole Report - July 22, 2020

1. **Environment & Sustainability Experts Panel Report June 26, 2020**

1. **Review of Parking Requirements for Section 8 of the Envision St. John's Development Regulations**

SJMC-R-2020-08-04/378

Moved By Councillor Froude

Seconded By Councillor Lane

That Council consider electric vehicle spaces in new construction regulations.

That Council consider providing guidance for bicycle spaces and facilities in new construction regulations.

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)

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

8.1 **Development Permits List For The Period Of July 16, 2020 To July 29, 2020**

9. **BUILDING PERMITS LIST**

9.1 **Building Permit List for week ending July 29, 2020**

SJMC-R-2020-08-04/379

Moved By Councillor Burton

Seconded By Councillor Collins

That Council approve the Building Permits List for the period 2020/07/16 to 2020/07/29

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)

10. REQUISITIONS, PAYROLLS AND ACCOUNTS

10.1 Weekly Payment Vouchers for the Week Ending July 22, 2020

SJMC-R-2020-08-04/380

Moved By Councillor Froude

Seconded By Councillor Korab

That the weekly payment vouchers for the week ending July 22, 2020 in the amount of \$ 8,151,546.27 be approved 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)

10.2 Weekly Payment Vouchers for the Week Ending July 29, 2020

SJMC-R-2020-08-04/381

Moved By Councillor Burton

Seconded By Councillor Hickman

That the weekly payment vouchers for the week ending July 29, 2020 in the amount of \$ 2,744,578.82 be approved 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)

11. TENDERS/RFPS

11.1 2020113 – Two (2) New, current production, Cab & Tandem Chassis Dump Trucks

SJMC-R-2020-08-04/382

Moved By Councillor Froude

Seconded By Councillor Stapleton

That Council award open call 2020113 - Two (2) New, current production, Cab & Tandem Chassis Dump Trucks to the lowest bidder meeting

specification, Harvey & Company Ltd., as per the Public Procurement Act, for the amount of \$399,725.28, HST included.

The City reserves the right to order an additional 1 or 2 units within 6 months of award, at the same tendered price.

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)

11.2 2020117 Infrastructure Water and Sewer

SJMC-R-2020-08-04/383

Moved By Councillor Froude

Seconded By Councillor Lane

That Council award open call 2020117 Infrastructure Water and Sewer the award to Pyramid Construction Limited for the sum of \$1,404,265.00 (HST included) to the lowest qualified bidder meeting specifications as per the Public Procurement Act.

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)

11.3 2020095 – Two (2), New, not used, Pumper Apparatus

SJMC-R-2020-08-04/384

Moved By Councillor Froude

Seconded By Councillor Collins

That Council award open call 2020095 – Two (2) New, not used, Pumper Apparatus to the lowest bidder meeting specification, Metalfab Ltd., as per the Public Procurement Act, for \$1,324,414.02 plus HST.

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)

11.4 2020101- Loader.

SJMC-R-2020-08-04/385

Moved By Councillor Froude

Seconded By Councillor Collins

THAT Council award open call # 2020101-Loader to Toromont CAT for \$283, 400 plus HST

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)

11.5 2020111 – Two (2) 2020 Sanders

SJMC-R-2020-08-04/386

Moved By Councillor Froude

Seconded By Deputy Mayor O'Leary

That Council award open call 2020111 – Two (2) Tandem Sanders to the lowest bid meeting specification, Saunders Equipment, as per the Public Procurement Act, for \$804,920.00 plus HST.

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)

12. NOTICES OF MOTION, RESOLUTIONS QUESTIONS AND PETITIONS

12.1 Petition from residents of Portia Place and Crosbie Road - Requesting Traffic Calming.

Councillor Froude tabled a petition from the residents of Portia Place and Crosbie Road which seeks Council's consideration for traffic calming. The petition was referred to staff for analysis of eligibility.

13. OTHER BUSINESS

13.1 Block Party – Elton Place

Ratification of E-Poll

SJMC-R-2020-08-04/387

Moved By Councillor Hickman

Seconded By Deputy Mayor O'Leary

That Council approve the Block Party on Elton Place with associated road closure and noise by-law exemption.

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)

13.2 Demolition of Dwelling – 2 Hartery Crescent

SJMC-R-2020-08-04/388

Moved By Councillor Collins

Seconded By Councillor Burton

That Council grant the Demolition Order of 2 Hartery Crescent as the dwelling is in a state of disrepair and unfit for habitation presenting possible safety hazards.

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)

13.3 Evaluation of Transportation Changes in Response to COVID-19

SJMC-R-2020-08-04/389

Moved By Councillor Hickman

Seconded By Councillor Korab

That, effective August 5, 2020, Council conclude the transportation pilot project which was implemented in response to COVID 19 with removal of signage and markings at the earliest possible opportunity.

For (7): Mayor Breen, Deputy Mayor O'Leary, Councillor Lane, Councillor Hickman, Councillor Stapleton, Councillor Korab, and Councillor Collins
Against (3): Councillor Burton, Councillor Jamieson, and Councillor Froude

MOTION CARRIED (7 to 3)

14. GO-Round

Councillor Jamieson tabled her resignation as Ward 2 Councillor effective today, August 4, 2020. She thanked staff and the general public for the opportunity to

work collaboratively in making many improvements throughout the City during her tenure.

15. ADJOURNMENT

There being no further business, the meeting adjourned at 4:43 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 August 17, 2020.**

Property Location/ Zone Designation And Ward	Application Details	Submissions Received	Planning and Development Division Notes
60 O'Leary Avenue Commercial Industrial (C1) Zone Ward 4	Application A Discretionary Use has been submitted by InShape Fitness Ltd. for a Fitness Facility at 60 O'Leary Avenue Description The proposed Facility will be a 24-hour, card access gym. The business will have a floor area of 431m ² and allow a maximum of 30 persons in the building at a time.	2 Submissions Received (attached)	It is recommended to approve the application subject to meeting all applicable regulatory requirements

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.

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

Stacey M. Corbett

From: CityClerk
Sent: Friday, July 31, 2020 1:03 PM
To: [REDACTED]; CityClerk
Cc: Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: RE: (EXT) Application for gym at 60 O'Leary Road. I have no objection to this proposal.

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: Thursday, July 30, 2020 4:08 PM
To: CityClerk <cityclerk@stjohns.ca>
Subject: (EXT) Application for gym at 60 O'Leary Road. I have no objection to this proposal.

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Elaine Henley

From: Planning
Sent: Monday, August 10, 2020 9:55 AM
To: CityClerk
Subject: FW: (EXT) Discretionary Uses of 60 O'Leary Avenue

From [REDACTED]
Sent: Friday, August 7, 2020 2:17 PM
To: Planning <planning@stjohns.ca>
Subject: (EXT) Discretionary Uses of 60 O'Leary Avenue

Sirs,

I am writing to express my views on the future use of all or parts of the currently vacant property at 60 O'Leary Avenue. Whereas I see upside to the buildings occupation for tax revenue, business profit and consumer spending, it must be noted that there has been a significant increase in vehicle traffic on O'Leary Avenue in the last year and I expect this to continue as more consumer businesses locate to the street.

Traffic brings consumers and no one should argue with the potential for increased foot traffic at their establishment. However, the area was originally designed as an industrial park, as is evidenced every week day with the amount of tractor trailers delivering to O'Leary. In many cases these rigs must back into loading docks, as was the case without traffic back in the 1970s, and this includes using the driveway of a business across from the intended delivery address as a space to reverse the vehicle.

The street experienced a heavier rise in traffic, beginning with it's use as a short cut to Prince Philip Drive rather than the alternative Kenmount Road/Crosbie Road.

Access to Team Gushue Highway has lead to a big increase in traffic on Pippy Place and that has lead to much longer waits for drivers turning left or right from O'Leary Avenue onto Pippy Place. The recently placed traffic island on the lower part of the street, where it intersects Thorburn Road, has required drivers turning left onto Thorburn to wait through more than one traffic light cycle and, realistically, the traffic turning right onto Thorburn has much the same wait. There are no turning lanes on the avenue, save the ends, and that can lead to traffic slow downs when a vehicle turning left onto Peet Street (for example) creeps too close to the curb on O'Leary.

It is my belief that it is time to assess the traffic conditions on O'Leary Avenue with a goal of modernizing the traffic control mechanisms, vis a vis, traffic lights at O'Leary and Pippy, creating a centre lane for turning and addressing the traffic egress from the Avalon Mall at Dollarama.

There is no doubt in my mind or those proprietors I speak with about the negative effect improperly controlled traffic can have on a consumer when frustratingly long waits affect the decision to avoid a business.

Sincerely,

[REDACTED]

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 August 17, 2020.**

Property Location/ Zone Designation And Ward	Application Details	Submissions Received	Planning and Development Division Notes
133 Old Bay Bulls Road Residential Low Density (R1) Zone Ward 5	<p>Application A Discretionary Use has been submitted to operate a Home Occupation in a portion of the dwelling at 133 Old Bay Bulls. The proposed business will offer Doggy Daycare services.</p> <p>Description The proposal will have a floor area of 44.77m². The Doggy Daycare will operate Monday – Friday 8 a.m. – 6 p.m. The business will care for a maximum 10-12 dogs. The dogs will be contained to the dwelling, no outdoor space will be provided. The property owner is the sole employee. On-site parking is provided.</p>	11 Submissions Received (attached)	It is recommended to reject the application subject to Section 7.8 (J) as the proposed activities associated with the Home Occupation would cause an increase in noise and inconvenience to occupants of nearby residences.

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.

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

Karen Chafe

From: CityClerk
Sent: Tuesday, August 4, 2020 10:46 AM
To: [REDACTED] CityClerk
Cc: Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: RE: (EXT) Doggy day car at 233 old old bay bull rd.

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: Monday, August 3, 2020 9:51 PM
To: CityClerk <cityclerk@stjohns.ca>
Subject: (EXT) Doggy day car at 233 old old bay bull rd.

Good day,

I wish to express my concerns regarding the application for a doggy day care at located 133 Old Bay Bulls Road.

I am the homeowner of [REDACTED], which is only roughly 100 feet from this location. I can see the back of the property from my backyard. To hear that a doggy day care may be opened that close to my residence is beyond frustrating.

There is already a doggy day care on Pearltown Road, Markwin Pet Resort. The dogs in their care can be heard barking day and night from my home. This is already very disruptive to the enjoyment of my property and home.

I believe another doggy day care, on a property attached to our subdivision will be extremely loud. I can't imagine I will want to be in my backyard or on my patio listening to 10-12 dogs barking all day long.

I have thought about selling my home in the next few years and I feel it will be extremely difficult to do so if there is a doggy day care that close.

The application says the dogs will be indoors. Dogs being indoors does not mean they will not be loud. If they are barking, it will still be loud and heard amongst the neighbourhood.

My spouse is off work with our infant who naps multiple times a day. If there are dogs barking nearby it will be difficult for the baby to sleep and very frustrating for our family in general.

To conclude, I hope this application for a doggy day care is denied as I feel it will take away my ability to enjoy my property.

Feel free to contact me if you have any questions.

Regards,

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

Sent from my iPhone

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Karen Chafe

From: CityClerk
Sent: Friday, July 31, 2020 1:06 PM
To: [REDACTED]; CityClerk
Cc: Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: RE: (EXT) 133 Old Bay Bulls Rd

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: Friday, July 31, 2020 12:43 PM
To: CityClerk <cityclerk@stjohns.ca>
Subject: (EXT) 133 Old Bay Bulls Rd

To whom It May Concern :

My name is [REDACTED] I am not in agreement with this Doggy Care Service that is very close to my vicinity . I am retired & I want to enjoy my surroundings with peace & serenity . I love to sit out in my garden & enjoy the everyday sounds & that does not include listening to barking dogs . I realize that this proposal is contained to the dwelling with no outdoor space but is this possible you are talking 10-12 dogs , big & small ? I do not want to sound negative but this location is in a residential area that people have spent a lot of money on property & do not want to have this down graded when they want to sell & people not wanting to buy in a vicinity with a business struck in the middle of it .

I know what it is like when I have only one dog living at a house a few doors down from me & I get awoken at night & can hear this dog bark at different times at night & day . I also am a dog lover but I also know how hard it is to control their bark . Please keep peoples rights in mind when viewing this proposal . Thank You [REDACTED] Sent from my iPad

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Karen Chafe

From: Karen Chafe on behalf of CityClerk
Sent: Tuesday, July 21, 2020 3:40 PM
To: [REDACTED] CityClerk
Cc: Andrea Roberts; Ashley Murray; Ann-Marie Cashin; Dave Wadden; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: RE: (EXT) 133 Old Bay Bulls Road - Doggy DayCare

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. The Office of the City Clerk redacts all identifying information from all submissions before they are forwarded to the public council agenda as per the *Access to Information and Protection of Privacy Act*.

Karen Chafe
Acting City Clerk
t. 576-8619
c. 687-7316

From: [REDACTED]
Sent: Tuesday, July 21, 2020 1:41 PM
To: CityClerk <cityclerk@stjohns.ca>
Subject: (EXT) 133 Old Bay Bulls Road - Doggy DayCare

Sir/Madam:

I object strongly to the operation of a doggy daycare business, in my quiet residential neighborhood.

It's not a good fit for a residential area.

As a long-time resident I worry about the smells, sounds and decreasing property values.

Additionally, the increase in traffic in the neighborhood is something we do not need.

One person will care for 10-12 more animals, I do not think this is possible or safe.

Thank you for letting me share my concerns.

[REDACTED]

[REDACTED]

Karen Chafe

From: CityClerk
Sent: Tuesday, August 4, 2020 10:44 AM
To: [REDACTED] CityClerk
Cc: Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: RE: (EXT) 133 Old Bay Bulls Rd.

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, August 3, 2020 5:47 PM
To: CityClerk <cityclerk@stjohns.ca>
Subject: (EXT) 133 Old Bay Bulls Rd.

This is to show my support for a doggy day care for 133 Old Bay Bulls Rd. I think it's a great idea for working people to bring the dogs during the day. I live at [REDACTED], and fully support their initiative.

Thanks

[REDACTED]

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Karen Chafe

From: CityClerk
Sent: Wednesday, August 5, 2020 3:05 PM
To: [REDACTED]; CityClerk
Cc: CouncilGroup; Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: RE: (EXT) 133 Old Bay Bulls Road

Good Afternoon [REDACTED]:

Thank you for providing further clarity on your proposed project.

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

I have copied Council above in case they wish to reach out to you with further questions.

Elaine Henley

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

From: [REDACTED]
Sent: Tuesday, August 4, 2020 2:16 PM
To: CityClerk <cityclerk@stjohns.ca>
Subject: (EXT) 133 Old Bay Bulls Road

Good afternoon

I'm [REDACTED] and I have the application in for a home Occupation at 133 Old Bay Bulls Road. I was told I could send a message here if there was anything I wanted to state before a decision was made on my application. I had been informed that there were some negative comments made towards my application because the dogs would be in the home at all times. While this is true and not ideal for some pet owners unfortunately for the home Occupation in a residential area that is the law. I believe those who are not accepting of this idea are thinking the dogs are just given the run of the home but that is not the case. They will have an open indoor temperature controlled space with special non slip flooring that is just for the dogs only. And while some dog owners are lucky to not have to leave their dog home alone while at work others are not that lucky and would rather they be in a controlled environment with other dogs to play with than at home alone and full of energy with the owner gets home from work in the evening. There will also be a possibility of an owner requesting a daily walk while at daycare. Before I made the decision to apply for a doggy daycare where the dogs were not allowed to be out in a fenced yard I did my research and in bigger city's for example Toronto there are doggy daycares downtown and they have no outdoor space because that is not an option in those areas, and pet owners are okay with this because they would rather their dog be in a space where they can run and play all day than stuck in the house alone. This business is also an idea decided on with the hopes of expanding to a commercial area down the road once established that would allow for a larger facility with outdoor space. Also

although there are no regulations for a doggy daycare I would limit the number of dogs each day to ensure there was not overcrowding and that all the dogs are in a safe environment everyday.

Thank you



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Karen Chafe

From: CityClerk
Sent: Tuesday, August 4, 2020 10:48 AM
To: [REDACTED] CityClerk
Cc: Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: RE: (EXT) Application - 133 Old Bay Bulls Rd

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.

All personal information, including name, will be redacted prior to your submission becoming a matter of public record as per the *Access to Information and Protection of Privacy Act*.

Elaine Henley

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

From: [REDACTED]
Sent: Tuesday, August 4, 2020 1:24 AM
To: CityClerk <cityclerk@stjohns.ca>
Subject: (EXT) Application - 133 Old Bay Bulls Rd

****Please remove my name and address from the record prior to public release****

Good Evening;

Please accept this note as my response to the Public Notice regarding a discretionary use application for 133 Old Bay Bulls Rd. I am the homeowner of [REDACTED]

I oppose this application, as there is an existing Doggy Daycare located on Pearltown Rd. That business is located approximately 1.5km from my home, and the noise from that location is still noticeable throughout the day and the evening, as the business does have overnight accommodations for their dogs as required. Opening a similar business so close to a residential neighbourhood would cause an immediate noise problem for those in the area.

There is an apartment in my house, and the tenant is a shift worker. As a shift worker myself, I know how difficult it can be to sleep throughout the day when noise levels are high. Adding a doggy daycare to our neighbourhood would only amplify those concerns.

I have read through the notice, and saw that the dogs would be inside - "contained to the dwelling" as it says. I don't believe that this is realistic. I have a dog myself, and to contain him to my home all day would be a

disservice to him. The dogs will have to go outside at least to stretch their legs and to do their business. The likelihood of them being inside all day is next to none, in my opinion.

My wife is currently on maternity leave and is caring for two children, one is a 9-month old who requires 2-3 naps every day. This would not be an easy task if there were a doggy daycare across the street.

Finally, I am concerned about the value of my property in relation to its proximity to such a business. I believe the value of my property, as well as the ability to attract high-quality tenants would be negatively affected if another doggy daycare was to open in our neighbourhood.

I would hope that when the city council makes their decision on this application that it will be declined.

If you have any questions, please do not hesitate to contact me.

[REDACTED]

•
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Karen Chafe

From: CityClerk
Sent: Tuesday, August 4, 2020 10:49 AM
To: [REDACTED] CityClerk
Cc: Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: RE: (EXT) 133 Old Bay Bulls Road

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: Tuesday, August 4, 2020 6:55 AM
To: CityClerk <cityclerk@stjohns.ca>
Subject: (EXT) 133 Old Bay Bulls Road

Hello,

I'm writing to express my disagreement with allowing a doggy daycare to operate at 133 Old Bay Bulls road. I own a residence in the [REDACTED] Subdivision and we can already hear the dogs from Markwin. I realize they say they will keep their dogs inside the property, but this is impossible to do and not reasonable For any city official to believe. The smell of dog feces along with the noise wouldn't be nice in any residential area and should not be permitted. There is also the increased risk of a dog attack against one of the many young children in the area or even a dog causing a vehicular accident (it has to statistically increase with an increase in animals in the area). I'm sure you wouldn't want to live next to a house with 12 dogs (plus their own no doubt) in it.

Please reconsider allowing this business to open so close to a residential area, specifically, so close to homes of young families with small children, where the residents already have to put up with the noise from Markin.

Please let me know you received my email so that i know that my opinion is considered when you are making your decision.

Cheers,

[REDACTED]

Sent from my iPhone

Karen Chafe

From: CityClerk
Sent: Tuesday, August 4, 2020 11:35 AM
To: Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: FW: 133 Old Bay Bulls Road

FYI

Elaine Henley

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

From: Samantha Tuck <stuck@stjohns.ca>
Sent: Tuesday, August 4, 2020 11:04 AM
To: CityClerk <cityclerk@stjohns.ca>
Subject: 133 Old Bay Bulls Road

Hi, I just received a call from [REDACTED] who wants to voice her support for the doggy day care at 133 Old Bay Bulls Road. She said that the applicants seem to have very good control over their dog, so she thinks the day care would go well. Her phone number is [REDACTED] and her email is [REDACTED]

Thanks,
Samantha Tuck

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Karen Chafe

From: CityClerk
Sent: Tuesday, August 4, 2020 10:45 AM
To: [REDACTED]; CityClerk
Cc: Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: RE: (EXT) Response to application at 133 Old Bay Bulls Road

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: Monday, August 3, 2020 9:01 PM
To: CityClerk <cityclerk@stjohns.ca>
Subject: (EXT) Response to application at 133 Old Bay Bulls Road

Hi there,

This email is to voice my concerns regarding the application for a doggy day care at 133 Old Bay Bulls Road.

I am the homeowner of [REDACTED], both homes located in close proximity to 133 Old Bay Bulls Road.

Currently there is a doggy day care on Pearlton Road, Markwin Pet Resort. Although this is quite a distance away from our subdivision, their dogs can be heard barking all hours of the day and night. It's for this reason that I truly believe a doggy day care on a property attached to our subdivision will be loud and disruptive to hundreds of residents in the neighbourhood.

The application says the dogs will be indoors. No matter if dogs are indoors or outdoors, if they are barking, it will still be loud and heard amongst the neighbourhood. Furthermore, they will still have to go outside to do their business. I am a dog owner myself and my dog does not want to be inside for 8 hours a day; It is impossible.

On a personal note, I am off work on maternity leave with an infant who requires two naps a day. And when I return to work I will be working day and night shifts. In addition, my tenants are shift workers and are also required to sleep during the day. Barking dogs will make day time sleeping very challenging.

To conclude, I hope this application for a doggy day care is denied as I feel it will take away my ability to enjoy my property.

Feel free to contact me if you have any questions.

Regards,



Sent from my iPhone

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Karen Chafe

From: CityClerk
Sent: Tuesday, August 4, 2020 11:33 AM
To: [REDACTED]; CityClerk
Cc: Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: RE: (EXT) 133 Old Bay Bulls Road

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

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

From: [REDACTED]
Sent: Tuesday, August 4, 2020 9:44 AM
To: CityClerk <cityclerk@stjohns.ca>
Subject: (EXT) 133 Old Bay Bulls Road

Unfortunately, we don't think this area is the right spot for a doggy daycare. This is a pretty quiet neighbourhood with a lot of kids. It would be chaos with 10-12 dogs in a confined area.

Thank you,

[REDACTED]

Sent from my iPhone

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Karen Chafe

From: CityClerk
Sent: Friday, July 31, 2020 1:02 PM
To: [REDACTED] CityClerk
Cc: Andrea Roberts; Ann-Marie Cashin; Ashley Murray; Dave Wadden; Jason Sinyard; Karen Chafe; Ken O'Brien; Lindsay Lyghtle Brushett; Planning
Subject: RE: (EXT) Doggy daycare

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, July 30, 2020 12:32 PM
To: CityClerk <cityclerk@stjohns.ca>
Subject: (EXT) Doggy daycare

Hi,

I'm writing you to voice my concerns about putting a doggy daycare at 133 old bay bulls rd. I live in the subdivision right by this house on [REDACTED] and have been here for almost 8 years. It's a beautiful, quiet subdivision with A LOT of children around playing. I have 2 small children who play right next to this house. I'm very concerned about the safety for all the children in the area. They may explore the area and end up getting attacked or bit by a dog. Also, I can not see dogs being held inside all day. I'm also concerned for the noise that the dogs will bring. The constant barking will be hard to control. There's also a school bus that stop right by this home. You can hear barking from Pearltown road doggy daycare. It's not pleasant and at times can't hear each other speak. It could scare some people as well. We moved to a quiet subdivision for our children to play outside in the area. I will not let my children play outside around this area if this goes ahead. Our vote is to not have a doggy daycare at 133 old bay bulls rd. I wish to remain anonymous please.

[REDACTED]
Sent from my iPhone

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DECISION/DIRECTION NOTE

Title: Request for Building Line Setback for Single Detached Dwelling
10 Carriage Lane
DEV2000090

Date Prepared: August 11, 2020

Report To: Regular Meeting of Council

Councillor and Role: Councillor Maggie Burton, Planning & Development

Ward: Ward 3

Decision/Direction Required:

To seek approval for a 6.08 metre Building Line setback for a new dwelling at 10 Carriage Lane.

Discussion – Background and Current Status:

An application was submitted to develop the vacant property at 10 Carriage Lane. The property is situated in the Residential Low Density (R1) Zone where the minimum Building Line for existing streets or service streets is to be established by Council. The proposed setback of 6.08 metres from the Dwelling to the edge of the condominium area along Topsail Road is consistent with the varied pattern of development of the other properties on the street. A previous setback of 6.36 was approved by Council on August 4th; however, the applicant has since changed the location of the 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: St. John's Development Regulations Section 10.3.3 (c)(ii) and Section 8.3.1.
5. Privacy Implications: Not Applicable.
6. Engagement and Communications Considerations: Not Applicable.
7. Human Resource Implications: Not Applicable.
8. Procurement Implications: Not Applicable.

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9. Information Technology Implications: Not Applicable.

10. Other Implications: Not Applicable.

Recommendation:

That Council approve a 6.08 metre Building Line Setback at 10 Carriage Lane to accommodate the construction of a Dwelling.

Prepared by:

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

Approved by:

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

Report Approval Details

Document Title:	Development Committee - Revised Request for Building Line Setback - 10 Carriage Lane - DEV2000090.docx
Attachments:	- Aerial Map.pdf - House Location.pdf
Final Approval Date:	Aug 13, 2020

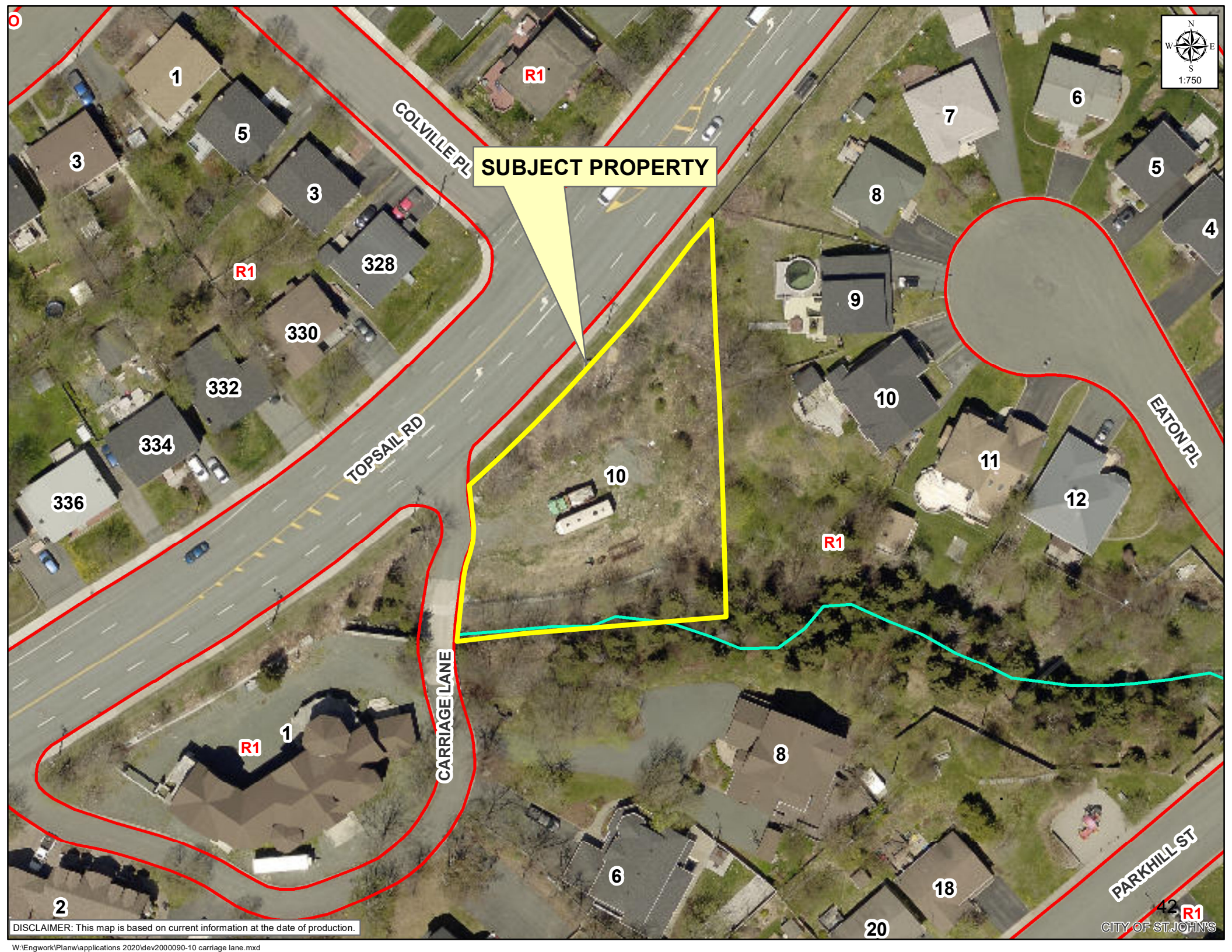
This report and all of its attachments were approved and signed as outlined below:

Lindsay Lyghtle Brushett - Aug 12, 2020 - 9:14 AM

Jason Sinyard - Aug 13, 2020 - 9:58 AM



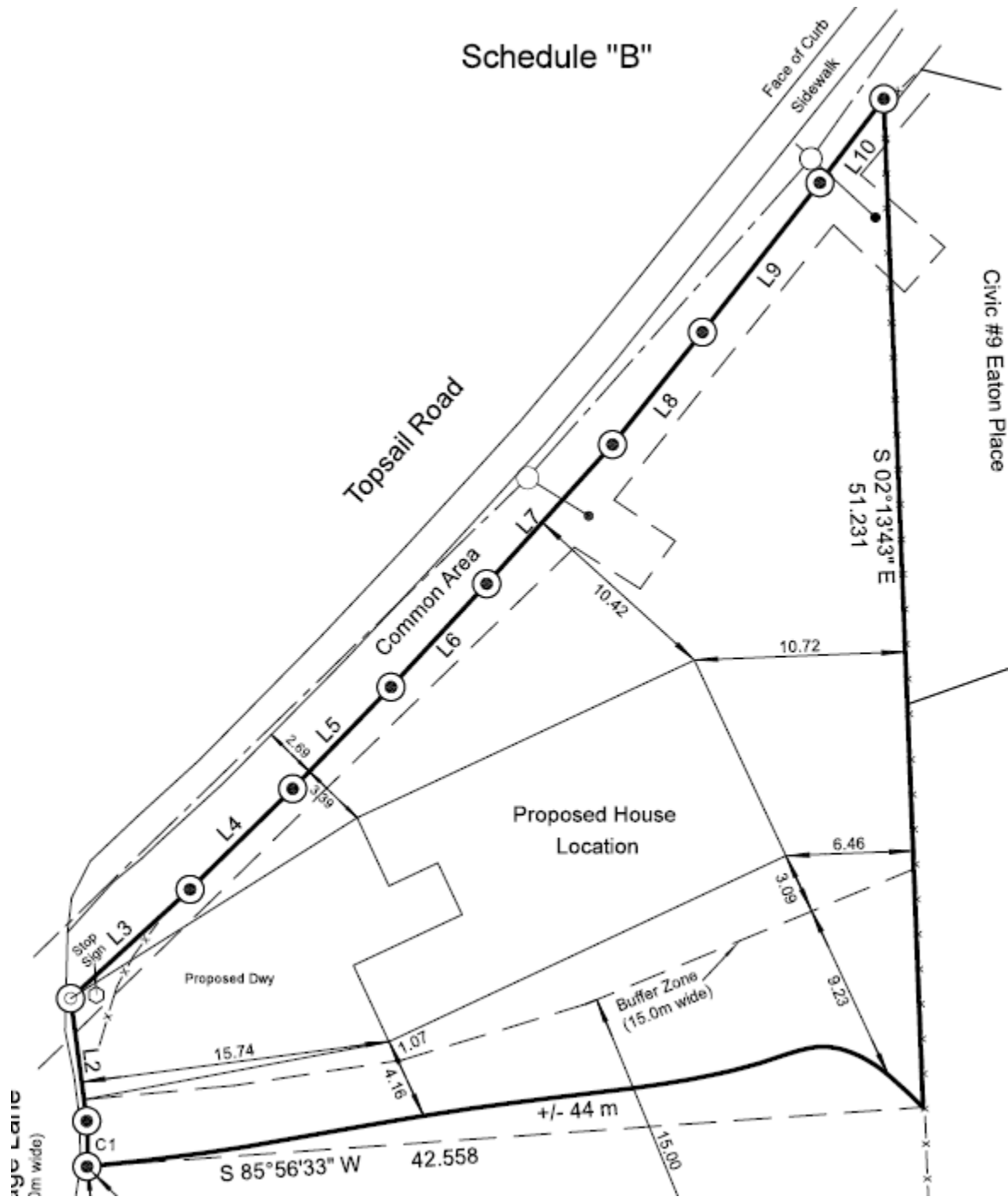
SUBJECT PROPERTY



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

W:\Engwork\Planw\applications 2020\dev2000090-10 carriage lane.mxd

10 CARRIAGE LANE



DECISION/DIRECTION NOTE

Title: Request for Accessory Building in the Flood Plain Buffer
9 Valleyview Road
INT2000065

Date Prepared: August 12, 2020

Report To: Regular Meeting of Council

Councillor and Role: Councillor Maggie Burton, Planning & Development

Ward: Ward 5

Decision/Direction Required:

To seek approval for the construction of an Accessory Building in the floodplain buffer at 9 Valleyview Road.

Discussion – Background and Current Status:

An application was submitted to construct an accessory building in the Side Yard of 9 Valleyview Road. The property is situated in the Residential Low Density (R1) Zone where an Accessory Building is a Permitted Use but the proposed location is within the floodplain buffer. Subject to Section 11.2.4(2) of the St. John's Development Regulations Council may permit Development within the 15 metre buffer of the 100 year high water mark of designated bodies of water for the construction of residential accessory buildings. The portion of the property where the proposed work will occur is within the fifteen (15) metre floodplain buffer. No part of the development shall encroach into the floodplain.

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: St. John's Development Regulations Section 11.2.4(2) and Section 11.2.4(3).
5. Privacy Implications: Not Applicable.
6. Engagement and Communications Considerations: Not Applicable.
7. Human Resource Implications: Not Applicable.

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8. Procurement Implications: Not Applicable.
9. Information Technology Implications: Not Applicable.
10. Other Implications: Not Applicable.

Recommendation:

That Council approve the proposed Accessory Building at 9 Valleyview Road in accordance with St. John's Development Regulations Section 11.2.4 (2) and the applicable Accessory Building regulations under Section 8.3.6.

Prepared by:

Ashley Murray, PTech, Development Officer II

Approved by:

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

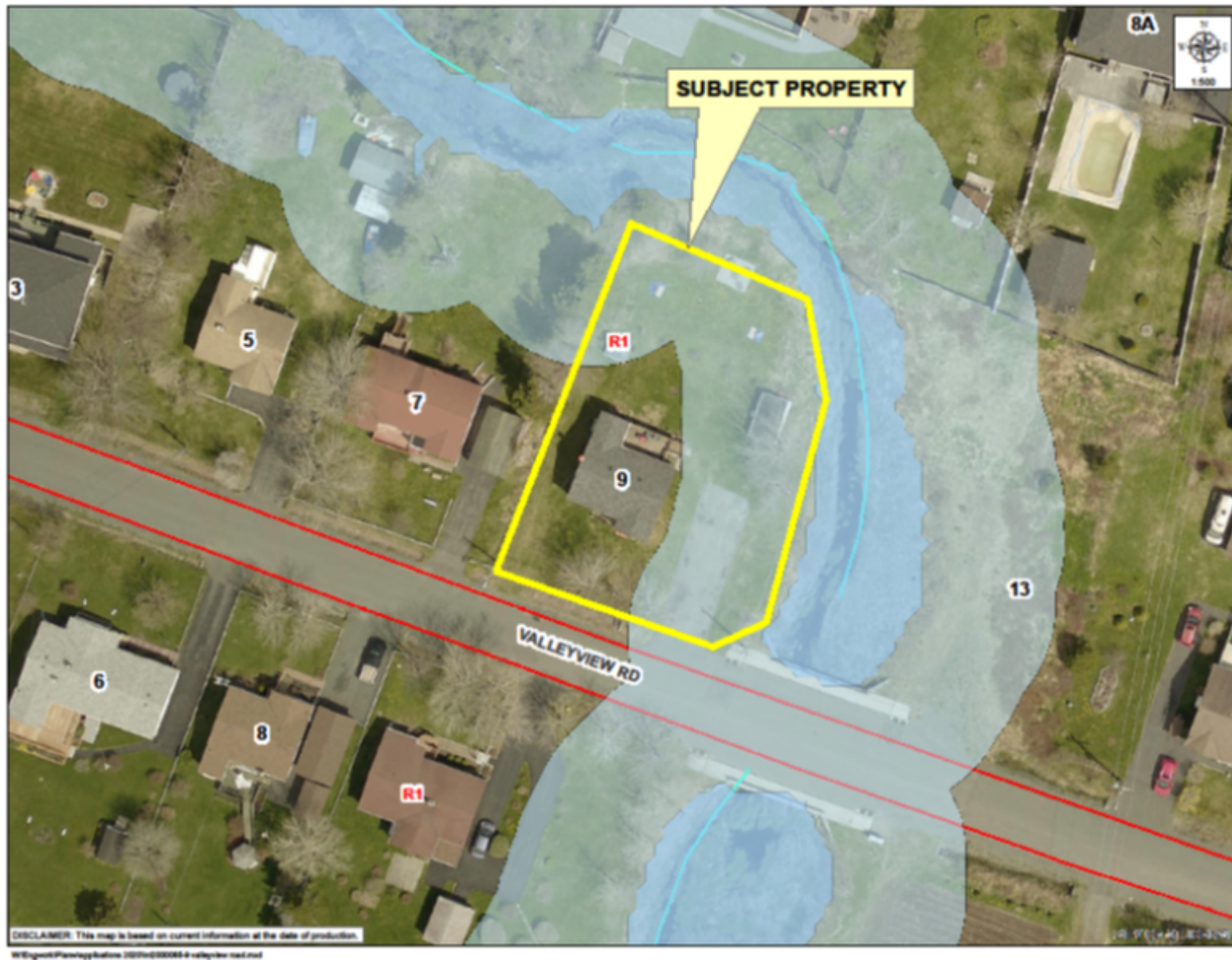
Report Approval Details

Document Title:	Development Committee- Request for Accessory Building in Floodplain Buffer at 9 Valleyview Road- INT2000065.docx
Attachments:	- INT2000065.png
Final Approval Date:	Aug 13, 2020

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

Lindsay Lyghtle Brushett - Aug 12, 2020 - 1:52 PM

Jason Sinyard - Aug 13, 2020 - 11:42 AM



DECISION/DIRECTION NOTE

Title: Establish Parking Requirement for proposed Fitness Facility
60 O’Leary Avenue
DEV20000103

Date Prepared: August 11, 2020

Report To: Regular Meeting of Council

Councillor and Role: Councillor Maggie Burton, Planning & Development

Ward: Ward 4

Decision/Direction Required:

To establish the parking requirement for a 24-hour card access Fitness Facility at 60 O’Leary Avenue.

Discussion – Background and Current Status:

An application was submitted to add a Fitness Facility to the building at 60 O’Leary Avenue, which is located in the Commercial Industrial (CI) Zone. Parking requirements for a Fitness Facility are not specified in the Development Regulations, and is therefore to be set by Council as per Section 9.1.1 of the St. John’s Development Regulations. The fitness facility would have a Floor Area of 254m² and permit a maximum occupancy of 30 people. There are 131 parking spaces provided on site for the building, and current occupancies require 53 parking spaces. It is recommended that 30 parking stalls be provided for this Use.

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: St. John’s Development Regulations Section 9.1.1.
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 set the parking requirement for the proposed Fitness Facility at 30 parking spaces at 60 O'Leary Avenue.

Prepared by:

Ashley Murray, PTech - Development Officer II

Approved by:

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

Report Approval Details

Document Title:	Development Committee- Set Parking Requirement at 60 OLeary Avenue- DEV2000103.docx
Attachments:	- DEV2000103.pdf
Final Approval Date:	Aug 13, 2020

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

Lindsay Lyghtle Brushett - Aug 12, 2020 - 12:02 PM

Jason Sinyard - Aug 13, 2020 - 11:52 AM

DECISION/DIRECTION NOTE

Title: Variance Request for Lot Frontage
13 Viguer's Road
SUB2000023

Date Prepared: August 11, 2020

Report To: Regular Meeting of Council

Councillor and Role: Councillor Maggie Burton, Planning & Development

Ward: Ward 5

Decision/Direction Required:

To seek approval for a 5% variance on Lot Frontage to accommodate a new Building Lot.

Discussion – Background and Current Status:

An application was submitted to subdivide property located at 13 Viguer's Road. The property is located in the Rural Residential Infill (RRI) Zone where the required minimum Lot Frontage is 30 metres. The proposed new Lot would have frontage on Main Road measuring 28.5 metres, which would require a 5% variance.

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: St. John's Development Regulations Section 8.4.
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.

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Recommendation:

That Council approve a variance of 5% for Lot Frontage for development of a new Lot at 13 Vigeur's Road.

Prepared by:

Ashley Murray, PTech – Development Officer II

Approved by:

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

Report Approval Details

Document Title:	Development Committee- Request for Variance on Lot Frontage at 13 Vigeurs Road- SUB2000023.docx
Attachments:	- SUB2000023.pdf
Final Approval Date:	Aug 13, 2020

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

Lindsay Lyghtle Brushett - Aug 12, 2020 - 11:54 AM

Jason Sinyard - Aug 13, 2020 - 11:53 AM



SUBJECT PROPERTY

VIGUERS RD

MAIN RD

AG

RRI

RRI

R

196

175

163

167

170

162-166

13

158

154

145

141

146 B

146

14

48

AG

R

16-24

8

143

R

157

155

151

55 163A

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

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DECISION/DIRECTION NOTE

Title: Establish Building Line Setback
29 Beaver Brook Drive
INT2000076

Date Prepared: August 11, 2020

Report To: Regular Meeting of Council

Councillor and Role: Councillor Maggie Burton, Planning & Development

Ward: Ward 5

Decision/Direction Required:

To seek approval for a 6.0 meter Building Line setback at 29 Beaver Brook Drive to accommodate the construction of a new Dwelling.

Discussion – Background and Current Status:

An application was submitted for construction for a single-family dwelling. The property is situated in the Residential Low Density (R1) Zone where the minimum Building Line for existing streets or service streets is to be established by Council. The proposed setback of the new Dwelling would be at 6.0 meters.

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: St. John's Development Regulations Section 10.3.3 (c)(ii) and Section 8.3.1.
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 6.0 metre Building Line setback for 29 Beaver Brook Drive.

Prepared by:

Ashley Murray, PTech – Development Officer II

Approved by:

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

Report Approval Details

Document Title:	Development Committee- Establish building line at 29 Beaver Brooke Drive- INT2000076.docx
Attachments:	- INT2000076.png
Final Approval Date:	Aug 13, 2020

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

Lindsay Lyghtle Brushett - Aug 12, 2020 - 12:12 PM

Jason Sinyard - Aug 13, 2020 - 11:52 AM



ST. JOHN'S

Report of Committee of the Whole - City Council

Council Chambers, 4th Floor, City Hall

August 5, 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 Jamie Korab
Councillor Ian Froude

Regrets: Councillor Debbie Hanlon
Councillor Wally Collins

Staff: Derek Coffey, Deputy City Manager of Finance & Administration
Tanya Haywood, Deputy City Manager of Community Services
Jason Sinyard, Deputy City Manager of Planning, Engineering & Regulatory Services
Susan Bonnell, Manager - Communications & Office Services
Elaine Henley, City Clerk
Shanna Fitzgerald, Legislative Assistant
Brian Head, Manager - Parks & Open Spaces
Linda Bishop, Senior Legal Counsel

Planning & Development - Councillor Maggie Burton

5 and 7 Little Street - MPA2000003

Recommendation

Moved By Councillor Burton

Seconded By Councillor Froude

That Council consider amendments to the St. John's Municipal Plan and Development Regulations to rezone land from the Residential Medium

Density (R2) Zone to the Apartment Low Density (A1) Zone at 5 and 7 Little Street, and approve the attached draft Terms of Reference for a Land Use Assessment Report to consider a Personal Care Home at this location.

Further, upon submission of a satisfactory Land Use Assessment Report, that Council refer the application to a digital Public Meeting chaired by an independent facilitator for public input and feedback.

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

MOTION CARRIED (8 to 0)

6 Lambe's Lane - MPA2000005

Recommendation

Moved By Councillor Burton

Seconded By Deputy Mayor O'Leary

That Council consider amendments to the St. John's Municipal Plan and Development Regulations to rezone land from the Institutional (INST) Zone to the Apartment High Density (A3) Zone at 6 Lambe's Lane to allow a 200-unit student apartment development, and approve the attached draft terms of reference for a Land Use Assessment Report to consider Apartment Buildings at this location.

Further, upon receiving a satisfactory Land Use Assessment Report, that Council refer the application to a digital Public Meeting chaired by an independent facilitator for public input and feedback.

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

MOTION CARRIED (8 to 0)

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Mayor

DECISION/DIRECTION NOTE

Title: 5 and 7 Little Street, MPA2000003

Date Prepared: July 28, 2020

Report To: Committee of the Whole

Councillor and Role: Councillor Maggie Burton, Planning & Development

Ward: Ward 4

Decision/Direction Required:

To consider a rezoning application for land at 5 and 7 Little Street from the Residential Medium Density (R2) Zone to the Apartment Low Density (A1) Zone to allow a 3-storey Personal Care Home. An amendment to the St. John's Municipal Plan is also required.

Discussion – Background and Current Status:

The City has received an application from Lat 49, on behalf of Nevada Properties Inc., for a 3-storey Personal Care Home at 5 and 7 Little Street. The properties are currently zoned Residential Medium Density (R2) in which Personal Care Home is not permitted. The applicant has requested to rezone the properties to the Apartment Low Density (A1) Zone which allows Personal Care Homes as a permitted use. The two properties will be required to be consolidated prior to development and the buildings located on the properties will be demolished should the application proceed.

The proposed development will house 70 to 100 residents, include 5 single-suites and 42 double-suites, and will have on-site amenities such as a commercial kitchen, dining area, multipurpose/amenity space, bathing facilities, and all other necessary facilities as required by the provincial government. Level 1 and Level 2 care (based on provincial standards) will be available.

The subject properties have a total area of 4,524 m² (~48,890 ft²) and have access along both Hoyles Avenue and Little Street. Due to the sloped nature of the site, the applicants have designed the main entrance off Hoyles Avenue. The adjacent properties are zoned R2, however within the larger neighbourhood there is a mix of zoning which includes Residential Low Density (R1), Residential High Density (R3), trails and parks within the Open Space (O) zone and areas of local commercial. The surrounding housing includes a mix of single-detached dwellings, semi-detached dwellings and townhouses, as well as the Rabbittown Community Centre.

The properties are designated Residential Low Density under the St. John's Municipal Plan. An amendment is required to re-designate the properties to Residential Medium Density in order to consider the A1 Zone. As per Section 2.3.2 of the Municipal Plan, the Residential Medium Density District shall permit zones providing for various residential uses. Subject to a

ST. JOHN'S

Land Use Assessment Report (LUAR), the City may permit zones to allow such other High Density Residential uses as may be deemed by Council to be compatible with Medium Density Residential uses. Therefore, it is recommended that the applicant prepare an LUAR prior to consideration of rezoning. Draft terms of reference for it are provided for Council's review.

As per Section 2.2.2 of the Municipal Plan, the City shall promote more intensive use of existing services through infill, rehabilitation, and redevelopment projects. Further, Section 2.2.5(2) states the City shall work toward enhancing neighbourhoods by encouraging the development/redevelopment of quality housing within these areas, capitalizing on any opportunities to diversify same. This is consistent with the housing objectives in the draft Envision Municipal Plan which encourage a range of housing to create diverse neighbourhoods for all ages, income groups and family types. Personal Care Homes in appropriate residential areas make neighbourhoods more age-friendly and allow seniors the ability to "age in place". The proposed amendment will allow more housing options in this neighbourhood and given the variety of nearby properties, the proposed development would be complementary.

More information is required before staff can complete our development and engineering review. This information will be provided by the applicants in the LUAR. Municipal water and sewer infrastructure is available in Little Street and there is sanitary sewer and water infrastructure in Hoyles Avenue. The developer will be required to provide a detailed servicing plan for review and approval. The applicant indicated that they will be seeking parking relief, however a dimensioned parking layout will be required for the parking review. If parking relief is requested, it would be subject to Council's approval at a later stage.

Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Neighbouring residents and property owners.
3. Alignment with Strategic Directions/Adopted Plans:
St. John's Strategic Plan 2019-2029 - A Sustainable City – Plan for land use and preserve and enhance the natural and built environment where we live.
4. Legal or Policy Implications: An amendment to the St. John's Municipal Plan and Development Regulations is required.
5. Privacy Implications: Not applicable.
6. Engagement and Communications Considerations: Public consultation is required following completion of the Land Use Assessment Report.
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 consider amendments to the St. John's Municipal Plan and Development Regulations to rezone land from the Residential Medium Density (R2) Zone to the Apartment Low Density (A1) Zone at 5 and 7 Little Street, and approve the attached draft Terms of Reference for a Land Use Assessment Report to consider a Personal Care Home at this location.

Further, upon submission of a satisfactory Land Use Assessment Report, that Council refer the application to a digital Public Meeting chaired by an independent facilitator for public input and feedback.

Prepared by: Ann-Marie Cashin, MCIP, Planner III – Urban Design & Heritage
Approved by: Ken O'Brien, MCIP, Chief Municipal Planner

Report Approval Details

Document Title:	5 and 7 Little Street, MPA2000003.docx
Attachments:	- 5 and 7 Little Street - COTW Attachments.pdf
Final Approval Date:	Jul 29, 2020

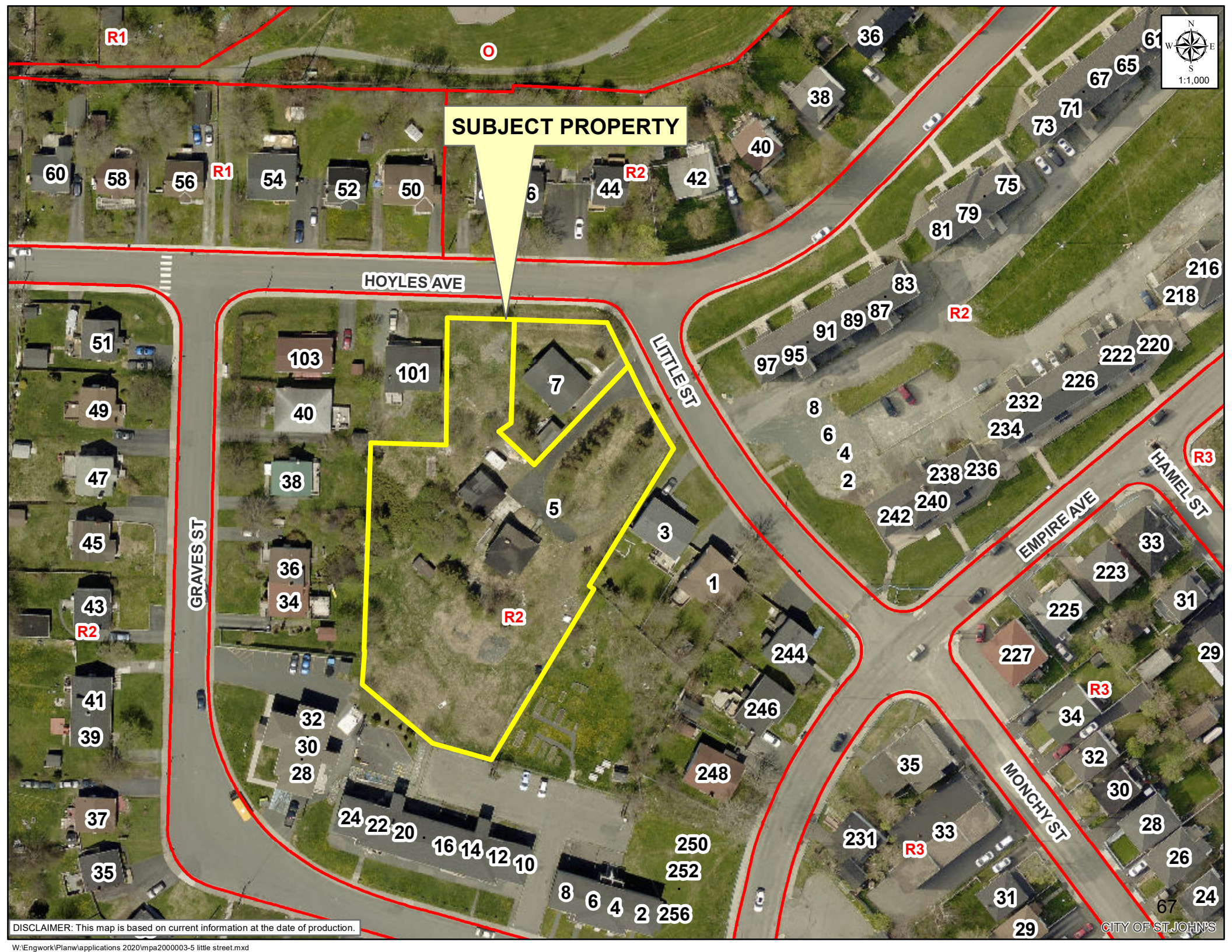
This report and all of its attachments were approved and signed as outlined below:

Ken O'Brien - Jul 29, 2020 - 12:24 PM

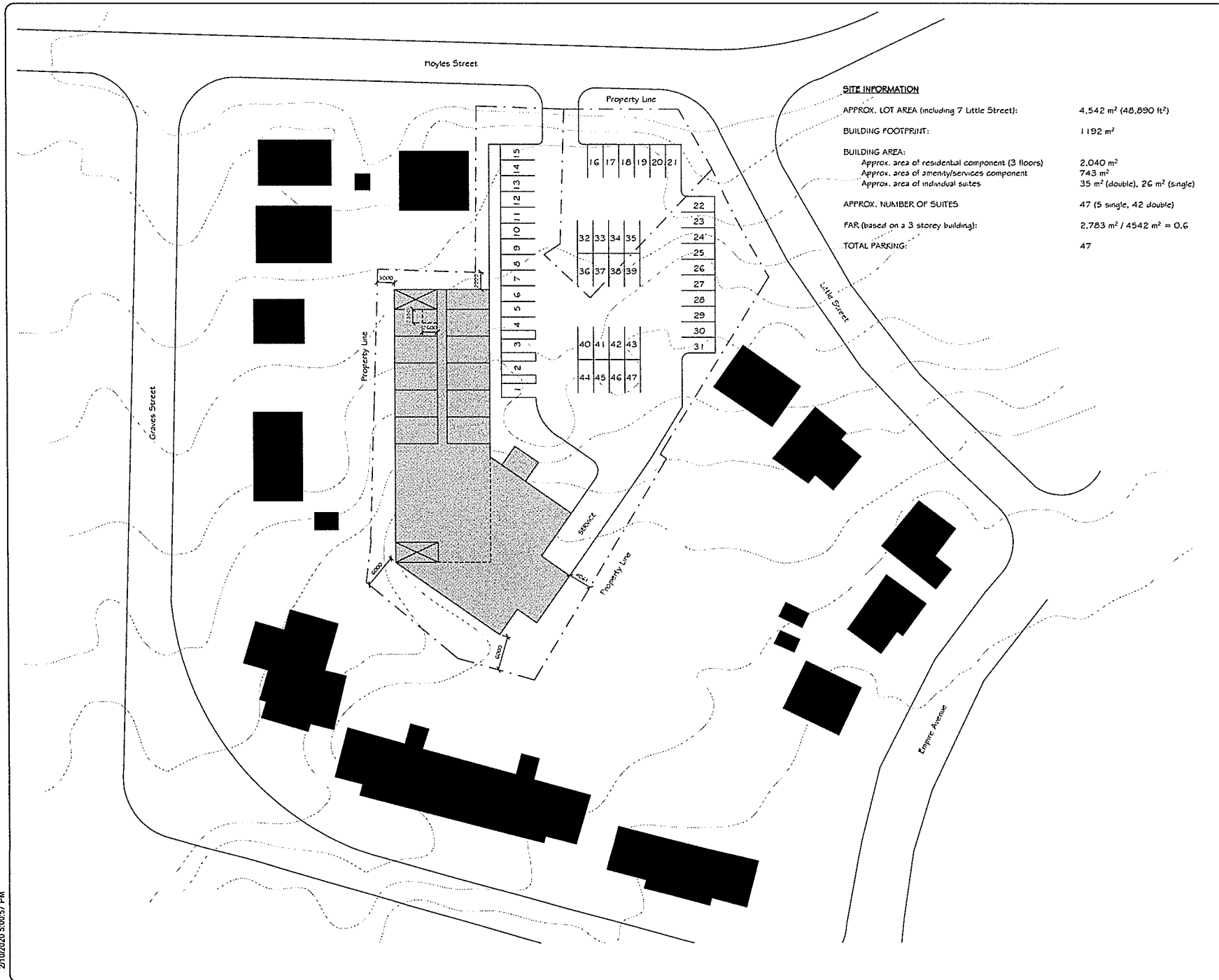
Jason Sinyard - Jul 29, 2020 - 8:18 PM



SUBJECT PROPERTY



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



SITE INFORMATION

APPROX. LOT AREA (including 7 Little Street):	4,542 m ² (48,890 ft ²)
BUILDING FOOTPRINT:	1,192 m ²
BUILDING AREA:	
Approx. area of residential component (3 floors)	2,040 m ²
Approx. area of amenity/services component	743 m ²
Approx. area of individual suites	35 m ² (double), 26 m ² (single)
APPROX. NUMBER OF SUITES	47 (5 single, 42 double)
FAR (based on a 3 storey building):	2,783 m ² / 4,542 m ² = 0.6
TOTAL PARKING:	47



Stamp:

Sub Consultant:

Revisions:

N.T.S.

Client:

Nevida

Project:

Hoyles Street Development

Location:

Bumpy Road
St. John's, NL

Site Plan

Scale:

1:250

Date:

December 20, 2019

Drawn By:

Author

Checked By:

Checker

Job Number:

19-1579

A-102

**TERMS OF REFERENCE
LAND USE ASSESSMENT REPORT (LUAR)
APPLICATION FOR A PERSONAL CARE HOME AT
5 AND 7 LITTLE STREET
PROPONENT: LAT 49 AND NEVIDA PROPERTIES INC.**

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

A. Building Use.

- Identify the size of the proposed building by:
 - Gross Floor Area, and
 - Floor Area Ratio (FAR).
- Identify all proposed uses/occupancies within the building by their respective floor area.

B. Elevation & Building Materials

- Provide elevations of the proposed building.
- Identify the finish and colour of exterior building materials.

C. Building Height & Location

- Identify graphically the exact location with a dimensioned civil site plan:
 - Location of the proposed building in relation to neighbouring buildings;
 - Proximity of the building to property lines and identify setbacks;
 - Identify any stepbacks of higher storeys from lower storeys (if applicable);
 - Identify any encroachment over property lines;
 - Identify the height of the building;
 - Information on the proposed construction of patios/balconies (if applicable);
 - Potential shadowing/loss of sunlight on adjacent public and private properties, including sidewalks;
 - Identify any rooftop structures; and
 - Identify if the building will be sprinklered or not, and location of the nearest hydrant.
- Provide street scape views/renderings of the proposed building from the following locations:
 - Along the property frontage at Hoyles Avenue;
 - Along the property frontage at Little Street.
- Provide a Legal Survey of the property showing the consolidated lots.

D. Exterior Equipment and Lighting

- Identify the location and type of exterior lighting to be utilized. Identify possible impacts on adjoining properties and measures to be instituted to minimize these impacts.

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

E. Landscaping & Buffering

- Identify with a landscaping plan, details of site landscaping (hard and soft).
- Identify the location and proposed methods of screening of any electrical transformers and refuse containers to be used at the site.

F. Snow Clearing/Snow Storage

- Provide information on any snow clearing/snow removal operations.

G. Off-street Parking and Site Access

- Identify the number and location of off-street parking spaces to be provided, including accessible parking spaces.
- Identify the number and location of bicycle parking to be provided.
- Provide a dimensioned and scaled plan of parking structure lot, including circulation details.
- Identify the location of all access and egress points, including pedestrian access.

H. Municipal Services

- Provide a preliminary site servicing plan.
- Identify points of connection to the City's sanitary sewer, storm sewer and water system.
- Provide the sanitary rate generated by the proposed development.
- The proposed development will be required to comply with the City's stormwater detention policy. Provide stormwater rate generated by the proposed development for the maximum 10-year climate change rainfall and information on how onsite stormwater detention will be managed.

I. Public Transit

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

J. Construction Timeframe

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

10.4 RESIDENTIAL-MEDIUM DENSITY (R2) ZONE

(See Section 5.1.4 - Development Above the 190 Metre Contour)

10.4.1 Permitted Uses

Residential:

- (a) Accessory Building (subject to Section 8.3.6) (except for the properties at 591-609 Southside Road) **(1995-06-09)(2015-06-12)**
- (b) Bed and Breakfast (subject to Section 7.27)(Except for that section of Planning Area 11 at Eastbourne Crescent & Bavidge Street where Bed and Breakfast is not a Permitted Use) (except for the properties at 591-609 Southside Road) **(1998-10-23)(2002-11-15)(2008-01-25) (2015-06-12)**
- (c) Boarding or Lodging House (accommodating between five (5) and sixteen (16) persons) (Except for that section of Planning Area 11 at Eastbourne Crescent & Bavidge Street where Boarding or Lodging House is not a Permitted Use) (except for the properties at 591-609 Southside Road) **(1999-04-16)(2002-11-15)(2015-06-12)**
- (d) Duplex Dwelling (Except for that section of Planning Area 11 at Eastbourne Crescent & Bavidge Street where Duplex Dwelling is not a Permitted Use but a Discretionary Use and is subject to Section 5.8, and at 172 Mundy Pond Road, where Duplex Dwelling is not a Permitted Use) (except for the properties at 591-609 Southside Road) **(2002-11-15)(2012-09-13)(2015-06-12)**
- (e) Home Office (subject to Section 7.9) (except for the properties at 591-609 Southside Road) **(1997-08-08)(2015-06-12)**
- (f) Semi-Detached Dwelling (Except for that section of Planning Area 11 at Eastbourne Crescent & Bavidge Street where Semi-Detached Dwelling is not a Permitted Use but a Discretionary Use and is subject to Section 5.8) (except for the properties at 591-609 Southside Road) **(2002-11-15)(2015-06-12)**
- (g) Single Detached Dwelling (see Section 10.4.3(5) - Zone Requirements where the application site is located in that section of Planning Area 11 at Eastbourne Crescent & Bavidge Street) **(2002-11-15)**
- (h) Subsidiary Apartment (except for the properties at 591-609 Southside Road) **(2015-06-12)**
- (i) Townhousing (Except for that section of Planning Area 11 at Eastbourne Crescent & Bavidge Street where Townhousing is not a Permitted Use but a Discretionary Use and is subject to Section 5.8; and Planning Area 13 - Shea Heights, where Townhousing is not a Permitted Use; and that section of Planning Area 2 - land located between Quidi Vidi Village Road and Cuckhold's Cove Road, west of Quidi Vidi Village and known as the Connor's Estate and Clarke Estate, where Townhousing is not a Permitted Use and at 172 Mundy Pond Road where Townhousing is not a Permitted Use. (except for the properties at 591-609 Southside Road) **(2001-11-09) (2002-11-15)(2003-10-17)(2012-09-13)(2014-09-26)(2015-06-12)**

R2

Recreational:

- (j) Park (except for the properties at 591-609 Southside Road) (2015-06-12)

Other

- (k) Family Home Child Care Service (subject to Section 7.6) (except for the properties at 591-609 Southside Road) (2004-05-14) (2015-06-12)

10.4.2 Discretionary Uses (subject to Section 5.8)

- (a) Adult Day Care Facility (subject to Section 7.3) (except for the properties at 591-609 Southside Road) (2015-06-12)
- (b) Day Care Centre (subject to Section 7.6) (except for the properties at 591-609 Southside Road) (2015-06-12)
- (c) Heritage Use (except for the properties at 591-609 Southside Road) (2015-06-12)
- (d) Home Occupation (subject to Section 7.8) (except for the properties at 591-609 Southside Road) (2015-06-12)
- (e) Multiple Dwelling not exceeding 6 Dwelling Units (subject to Section 10.4.3(8) (except for the properties at 591-609 Southside Road) (2010-03-05) (2015-06-12)
- (f) Parking Lot (subject to Section 7.13) (except for the properties at 591-609 Southside Road) (2015-06-12)
- (g) Planned Unit Development (subject to Section 5.10.3) (except for the properties at 591-609 Southside Road) (2015-06-12)
- (h) Private Park (except for the properties at 591-609 Southside Road) (2007-10-05) (2015-06-12)
- (i) Public Utility(except for the properties at 591-609 Southside Road) (2015-06-12)
- (j) Residential Retail Store (subject to Section 7.17) (except for the properties at 591-609 Southside Road) (1995-06-09)(2015-06-12)

10.4.3 Zone Requirements

The following requirements shall apply to:

- (1) Bed and Breakfast:(subject to Section 7.27) (2008-01-25)

The same requirements as established for the Dwelling types in this Zone. (1998-10-23)

- (2) Boarding or Lodging House:

The same requirements as established for the Dwelling types in this Zone.

- (3) Duplex Dwelling:

- | | | | |
|-----|--------------------------------------|--------------------|--------------|
| (a) | Lot Area (minimum) | 510 m ² | |
| (b) | Lot Frontage (minimum) | 17 m | |
| (c) | Building Line (minimum) | 6 m | |
| (d) | Side Yards (minimum) | Two of 1.2 m | (1994-11-04) |
| (e) | Side Yard on Flanking Road (minimum) | 6 m | |
| (f) | Rear Yard (minimum) | 6 m | |

R2

(4) Semi-Detached Dwelling:

(a)	Lot Area (minimum)	270 m ² per Dwelling Unit	(1997-03-07)
(b)	Lot Frontage (minimum)	18 m; 9 m per unit	
(c)	Building Line (minimum)	6 m	
(d)	Side Yards (minimum)	Two of 1.2 m	(1994-11-04)
(e)	Side Yard on Flanking Road (min.)	6 m	
(f)	Rear Yard (minimum)	6 m	

(5) Single Detached Dwelling:

(a)	Lot Area (minimum)	350 m ²	(1994-11-04)
(b)	Lot Frontage (minimum)	12 m	(1994-11-04)
(c)	Building Line (minimum)	6 m	
(d)	Side Yards (minimum)	Two of 1.2 m	(1994-11-04)
(e)	Side Yard on Flanking Road (min.)	6 m	
(f)	Rear Yard (minimum)	6 m	
(g)	Landscaping Front Yard	At least 50% of the Front Yard shall be landscaped. However, the Director of Building and Property Management, or designate, may vary this requirement where, in his/her opinion, it is deemed to be warranted and desirable. (2004-04-08)	

Note: If the application site is located in that section of Planning Area 11 at Eastbourne Crescent & Bavidge Street then development of Single Detached Dwellings must be in accordance with the Residential Low Density (R1) Zone Requirements for Single Detached Dwellings as follows: (2002-11-15)

(a) Lot Area (minimum)	450 m ²
(b) Lot Frontage (minimum)	15 m
(c) Building Line (minimum)	6 m
(d) Side Yards (minimum)	Two of 1.2 m
(e) Side Yard on Flanking Road (min.)	6 m
(f) Rear Yard (minimum)	6 m
(g) Landscaping Front Yard	At least 50% of the Front Yard shall be landscaped. However, the Director of Building and Property Management, or a designate, may vary this requirement where, in his/her opinion, it is deemed to be warranted and desirable. (2004-04-08)

(6) Townhousing:

(a)	Lot Area (minimum)	180 m ² per Dwelling Unit	
(b)	Lot Frontage (minimum)	6m per Dwelling Unit	(1994-11-04)
(c)	Building Line (minimum)	0 m	
(d)	Side Yard for End Unit Townhouses (min.)	1.2 metres	(2002-07-05)
(e)	Side Yard on Flanking Road (min.)	3 m	
(f)	Rear Yard (minimum)	6 m	

(7) Day Care Centre in a non-residential Building:

(a)	Lot Size (minimum)	450 m ²	
(b)	Lot Frontage (minimum)	15 m	
(c)	Landscaping on Lot (minimum)	Subject to Section 8.5.1	(1998-09-11)

R2

(8) Multiple Dwelling

- (a) Maximum # of Dwelling Units: 6
- (b) Minimum Density: 90m² Lot Area per Dwelling Unit
- (c) Minimum Lot Frontage: 6 metres per Ground Floor Dwelling unit
- (d) Maximum Building Height: 3 storeys
- (e) Building Line (minimum): 6 metres
- (f) Rear Yard (minimum): 6 metres
- (g) Side Yards (minimum): Two of 1.2 metres
- (h) Side Yard on Flanking Road (min.): 6 metres
- (i) Off-Street Parking Spaces (min.): 1 space per Dwelling Unit
- (j) Landscaping Front Yard: At least 40% of the Front Yard shall be landscaped.
However, the Director of Building and Property
Management or a designate may vary this requirement
where, in his/her opinion, it is deemed
warranted and desirable. (2010-03-05)

10.12 APARTMENT LOW DENSITY (A1) ZONE

(See Section 5.1.4 - Development Above the 190 Metre Contour Elevation)

10.12.1 Permitted Uses

Notwithstanding the following, the only Permitted Use allowed on property situate at Civic #640-642 Empire Avenue (Parcel ID# 36337-38135) shall be a Seniors' Apartment Building (subject to Section 7.18). **(2013-03-29)**

Residential:

- (a) Accessory Building (subject to Section 8.3.6) **(1995-06-09)**
- (b) Apartment Building
- (c) Home Office (subject to Section 7.9) **(1997-08-08)**
- (d) Seniors' Apartment Building (subject to Section 7.18)
- (e) Townhousing

Recreational:

- (f) Park

Other:

- (g) Day Care Centre (subject to Section 7.7)
- (h) Personal Care Home **(2017-10-06)**

10.12.2 Discretionary Uses (subject to Section 5.8)

- (a) Adult Day Care Facility (subject to Section 7.3)
- (b) Convenience Store in Apartment Building (subject to Section 7.5)
- (c) Home Occupation (subject to Section 7.8)
- (d) Parking Lot (subject to Section 7.13)
- (e) Planned Unit Development (subject to Section 5.10.3)
- (f) Private Park **(2007-10-05)**
- (g) Public Utility
- (h) Service Shop (subject to Section 7.19) **(1995-06-09)**
- (i) Uses Complementary to an Apartment Building **(2003-08-22)**
- (j) Uses Complementary to a Seniors' Apartment Building (subject to Section 7.18) **(2007-02-09)**
- (k) Semi-Detached Dwelling

10.12.3 Zone Requirements

The following requirements shall apply to :

- (1) Apartment Building:
 - (a) Lot Area (minimum) 750 m²
 - (b) Lot Frontage (minimum) 20 m
 - (c) Lot Coverage (maximum) 35%
 - (d) Floor Area Ratio (maximum) 1.0
 - (e) Density (maximum) Not more than 1 Dwelling Unit per 120 m² of Lot Area

- | | | |
|-----|--|--|
| (f) | Building Height (max.) | 3 Storeys (not exceeding 12m) except for the property at Civic Number 70 Freshwater Road (and referred to as the former Murphy Estate) and the property at Civic Number 421-425 Main Road where the maximum building height is limited to two (2) storeys (not exceeding 8 metres). (2007-02-09) (2007-07-27) |
| (g) | Building Line (minimum) | 7 m |
| (h) | Side Yards (minimum) | 1 m per Storey |
| (i) | Side Yard on Flanking Road (min.) | 6 m |
| (j) | Rear Yard (minimum) | 6 m |
| (k) | Landscaping on Lot (minimum) | 35% |
| (l) | Number of Parking Spaces Per Dwelling Unit (minimum) | 1.2 |

(2) Townhousing:

- | | | | |
|-----|---|--------------------------------------|---------------------|
| (a) | Lot Area (minimum) | 180 m ² per Dwelling Unit | |
| (b) | Lot Frontage (minimum) | 6 m per Dwelling Unit | |
| (c) | Building Line (minimum) | 0 m | |
| (d) | Side Yard for End Unit Townhouses (min) | 1.2 metres | (2002-07-05) |
| (e) | Side Yard on Flanking Road (minimum) | 6 m | |
| (f) | Rear Yard (minimum) | 7 m | |

(3) Personal Care Home:

(2017-10-6)

- | | | |
|-----|--------------------------------------|-------------------------------|
| (a) | Lot Area (minimum) | 750m ² |
| (b) | Lot Frontage (minimum) | 20m |
| (c) | Lot Coverage (maximum) | 35% |
| (d) | Building Height (maximum) | 3 Storeys (not exceeding 12m) |
| (e) | Building Line (minimum) | 7m |
| (f) | Side Yard (minimum) | 1m per Storey |
| (g) | Side Yard on Flanking Road (minimum) | 6m |
| (h) | Rear Yard (minimum) | 6m |
| (i) | Landscaping on Lot (minimum) | 35%” |

(4) Semi-Detached Dwelling:

(2017-12-29)

- | | | |
|-----|--------------------------------------|-------------------------------------|
| (a) | Lot Area (minimum) | 270m ² per Dwelling Unit |
| (b) | Lot Frontage (minimum) | 18m; 9m per Dwelling Unit |
| (c) | Building Line (minimum) | 0m |
| (d) | Side Yards (minimum) | Two of 1.2m |
| (e) | Side Yard on Flanking Road (minimum) | 6m |
| (f) | Rear Yard (minimum) | 6m” |

DECISION/DIRECTION NOTE

Title: 6 Lambe's Lane, MPA2000005

Date Prepared: July 28, 2020

Report To: Committee of the Whole

Councillor and Role: Councillor Maggie Burton, Planning & Development

Ward: Ward 4

Decision/Direction Required:

To consider a rezoning application for land at 6 Lambe's Lane from the Institutional (INST) Zone to the Apartment High Density (A3) Zone to allow a 200-unit student apartment development. An amendment to the St. John's Municipal Plan is also required.

Discussion – Background and Current Status:

The City has received an application from Werkliv for three 6-storey Apartment Buildings that will contain a total of 200 student residential units. The property is currently zoned Institutional (INST), in which Apartment Building is not a listed use. The applicant has asked that the property be rezoned to Apartment High Density (A3), where Apartment Building is a permitted use. The house on the site will be demolished should the application proceed.

Werkliv seeks to develop a new residential project that caters to the university student population. They state that the demand for high quality living options for 2nd and 3rd year students is high and that affordable furnished rentals close to campus may be hard to find. Their goal is to provide students with options and to densify a site close to Memorial University.

The subject property is 2.27 acres (9,194 m²) and surrounded by institutional buildings and uses accessory to Memorial University. The property abuts the Aquarena and St. Augustine's Church to the east, and Memorial's alumni engagement office and other university facilities to the south and west. The CBC TV and Radio building and a university parking lot are situated north of the property, with St. Andrew's Elementary School, Prince of Wales Collegiate and St. James United Church to the west.

The property is designated Institutional under the St. John's Municipal Plan and an amendment is required to consider the residential use. The Residential High Density District would allow the A3 Zone. As per Section 2.3.3 of the Municipal Plan, buildings in a Residential High Density District shall not exceed four storeys. Subject to a Land Use Assessment Report (LUAR), selected areas may be zoned to allow heights not exceeding ten storeys or a Floor Area Ratio (FAR) of 2.0. Therefore, an LUAR is required to consider a building higher than 4 storeys and a text amendment is required for an FAR greater than 2.0 as proposed. Draft LUAR terms of reference are attached for Council's review.

ST. JOHN'S

The application has been reviewed by development and engineering staff, however more information is required in the LUAR before staff can complete the review. The property does not have direct access to the City's water and sewer systems, so a site servicing plan is required. This application is unique in that the applicant is requesting parking relief for all parking requirements. The City's Traffic Engineering Division have indicated that they can consider zero off-street parking for the proposed development. More information is requested in the LUAR to determine if such things as onsite bicycle parking, carshare, taxi, pick-up/drop-off or other vehicle space will be provided.

The City's Parks and Open Space Division have identified that the site is dominated by healthy, mature trees, with a mix of English oak, sycamore maple, horse chestnut, European beech and mountain ash. The City's Landscape Development Policy and Street Tree Planting Standards require that the existing landscape character be preserved to an extent reasonable and feasible. This includes preserving existing trees and incorporating new trees into the landscape to obtain a tree density outlined in the City's Street Tree Planting Standard. Therefore, staff have requested a Tree Plan/Inventory in the LUAR and have recommended consideration for preserving the existing trees and incorporating them into the site plan.

Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable
2. Partners or Other Stakeholders: Neighbouring residents and property owners, including Memorial University.
3. Alignment with Strategic Directions/Adopted Plans:
St. John's Strategic Plan 2019-2029 – A Sustainable City – Plan for land use and preserve and enhance the natural and built environment where we live.
4. Legal or Policy Implications: Amendments to the St. John's Municipal Plan and Development Regulations are required.
5. Privacy Implications: Not applicable.
6. Engagement and Communications Considerations: Required public consultation will occur later (following completion of the LUAR).
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 consider amendments to the St. John's Municipal Plan and Development Regulations to rezone land from the Institutional (INST) Zone to the Apartment High Density (A3) Zone at 6 Lambe's Lane to allow a 200-unit student apartment development, and approve the attached draft terms of reference for a Land Use Assessment Report to consider Apartment Buildings at this location.

Further, upon receiving a satisfactory Land Use Assessment Report, that Council refer the application to a digital Public Meeting chaired by an independent facilitator for public input and feedback.

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

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

Report Approval Details

Document Title:	6 Lambe's Lane, MPA2000005.docx
Attachments:	- 6 Lambe's Lane - COTW Attachments.pdf
Final Approval Date:	Jul 30, 2020

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

Ken O'Brien - Jul 30, 2020 - 9:45 AM

Jason Sinyard - Jul 30, 2020 - 10:44 AM



INST

PIPPY PARK

SUBJECT PROPERTY

WESTERLAND RD

7

6

1

INST

LAMB'S LANE

20

INST

ELIZABETH AVE

283

285

287

289 R1

291

293

310

81

9

CITY OF ST. JOHN'S

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

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**TERMS OF REFERENCE
LAND USE ASSESSMENT REPORT (LUAR)
APPLICATION FOR APARTMENT BUILDINGS AT
6 LAMBE'S LANE
PROPONENT: WERKLIV**

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

A. Building Use

- Identify the size of the proposed building by:
 - Gross Floor Area, and
 - Floor Area Ratio (FAR).
- Identify all proposed uses/occupancies within the building by their respective floor area.

B. Elevation & Building Materials

- Provide elevations of the proposed building.
- Identify the finish and colour of exterior building materials.

C. Building Height & Location

- Identify graphically the exact location with a dimensioned civil site plan:
 - Location of the proposed building in relation to neighbouring buildings;
 - Proposed upgrades to Lambe's Lane;
 - Proximity of the building to property lines and identify setbacks;
 - Identify width of the access between the buildings;
 - Identify any setbacks of higher storeys from lower storeys (if applicable);
 - Identify any encroachment over property lines (if applicable);
 - Identify the height of the buildings;
 - Information on the proposed construction of patios/balconies (if applicable);
 - Potential shadowing/loss of sunlight on adjacent public and private properties, including sidewalks;
 - Identify any rooftop structures; and
- Provide a Legal Survey of the property.

D. Exterior Equipment and Lighting

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

E. Landscaping & Buffering

- Identify with a landscaping plan, details of site landscaping (hard and soft).
 - Consideration should be given to tree preservation and incorporating existing trees into future site development. Indicate through a tree plan/inventory which trees will be preserved.
- Identify the location and proposed methods of screening of any electrical transformers and refuse containers to be used at the site.
- Identify any additional street-level elements, such as weather protection measures at entrances, street furniture, etc.

F. Snow Clearing/Snow Storage

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

G. Off-street Parking and Site Access

- Identify the number and location of bicycle parking to be provided.
- Identify if there will be onsite carshare, taxi, pick-up/drop-off, or other vehicle space.
- Identify how vehicle circulation will be managed during move-in move-out periods.
- Indicate if there will be transit pass arrangements.
- Identify the location of all access and egress points, including pedestrian access.
- Provide a minimum 6.0m buffer between the property boundary and any onsite curb/structure.
- Provide pedestrian connection to the north side of the Aquarena.
- Indicate if access can be provided to the Aquarena parking lot such that emergency access can be improved.
- Indicate how garbage will be handled onsite. The location of any exterior bins must be indicated and access to the bins must be provided.

H. Municipal Services

- Provide a preliminary site servicing plan.
- Identify if the building will be sprinklered or not, and location of the nearest hydrant and siamese connections.
- Identify points of connection to existing sanitary sewer, storm sewer and water system.
- Provide the proposed sanitary and storm sewer generation rates.
- The proposed development will be required to comply with the City's stormwater detention policy. Provide stormwater rate generated by the proposed development for the maximum 10-year climate change rainfall and information on how onsite stormwater detention will be managed.

I. Public Transit

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

J. Construction Timeframe

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



Zwicker Zareski Architecture + Planning

1 Canal Street, Dartmouth NS B2Y 2W1 | 902 266 2941 | greg@zzap.ca

May 8, 2020

Lindsay Lyghtle Brushett, MCIP
Planner III

Department of Planning, Engineering & Regulatory Services, City of St. John's
John Murphy Building (City Hall Annex), 4th floor

Re: Zone Amendment Application for 6 Lambes Lane (PID: 17287)

Lindsay:

On behalf of our client, Werkliv Inc, ZZap Consulting Inc. is pleased to submit this Planning application for a proposed multi-unit residential project in Saint John's NL. To support this application submission, the following materials are enclosed.

- Site Plan & Renderings
- Application fee – paid with credit card
- Werkliv intro package & brief portfolio

Summary of Development Proposal

Werkliv is seeking to develop a new residential project that aims to cater to the diverse student population in St. John's. The demand for high quality living options for 2nd and 3rd year students is high. Affordable furnished rentals this close to campus is tough to find. We believe students are looking for more options. Many are currently living in the basements of older homes or a 20-25 minute walk from campus. By building apartments with higher bedroom counts Werkliv densify sites closest to universities. This reduces the

rental pressure on the residential communities closest to campus, relaxing rental inflation and allowing families to move back in.

Our client's intention is to redevelop the lands at 6 Lambes Lane (PID: 17287). These lands are currently zoned Institutional. The development intention for PID: 17287 is to demolish the existing structures and develop approximately 200 units contained within three 6 storey structures.

As such, we request that Council consider the rezoning of the subject property to A3 (Apartment High Density) with an amendment to the zone to allow for a greater Floor Area Ratio (F.A.R), greater residential density, and reduced parking requirements. These amendments are outlined in the "Zone Comparison Table" below.

Zone Comparison Table

Policy	Current Zone Requirements (Institutional)	A-3 Zone Requirements	Proposal Request
Floor Area Ratio	1	2	2.82
Residential Density	N/A	153 units	200 units
Front Setbacks	6 metres	6m	6m
Side Setback	1 metre per storey (6m max)	1 metre per storey (6m max)	6m
Rear Setback	6m	6m, plus 1m per storey over 6 storeys	6m
Parking Spaces per unit	N/A	1.25	0
Maximum Height	3 storeys	10 storeys	6 storeys
Lot Coverage	50%	40%	35%

Site Context

Location

The subject site is located at 6 Lambes Lane with a total land area of approximately 2.27 acres (9,194sm). The site is currently zoned Institutional (INST) under the existing St. John's Municipal Plan and Development Regulations. The site is immediately surrounded by uses accessory to Memorial University (MUN), and most of the surrounding lands are under the University's purview. To the east, the subject property abuts The Works: Aquarena, and St. Augustine's Church. To the south and west, the site is adjacent to MUN's alumni engagement office and other university facilities. The CBC building and a MUN parking lot are situated to the north of the subject property.

Amenities

The subject property is well serviced by a number of amenities. Multiple churches, St. Andrew's Elementary School, and Prince of Wales Collegiate High School are all within a block of the subject site. Looking further, Memorial University's recreation facilities, classrooms, and Health Sciences Centre are all located within a 10-minute walk of the site.

Onsite Parking

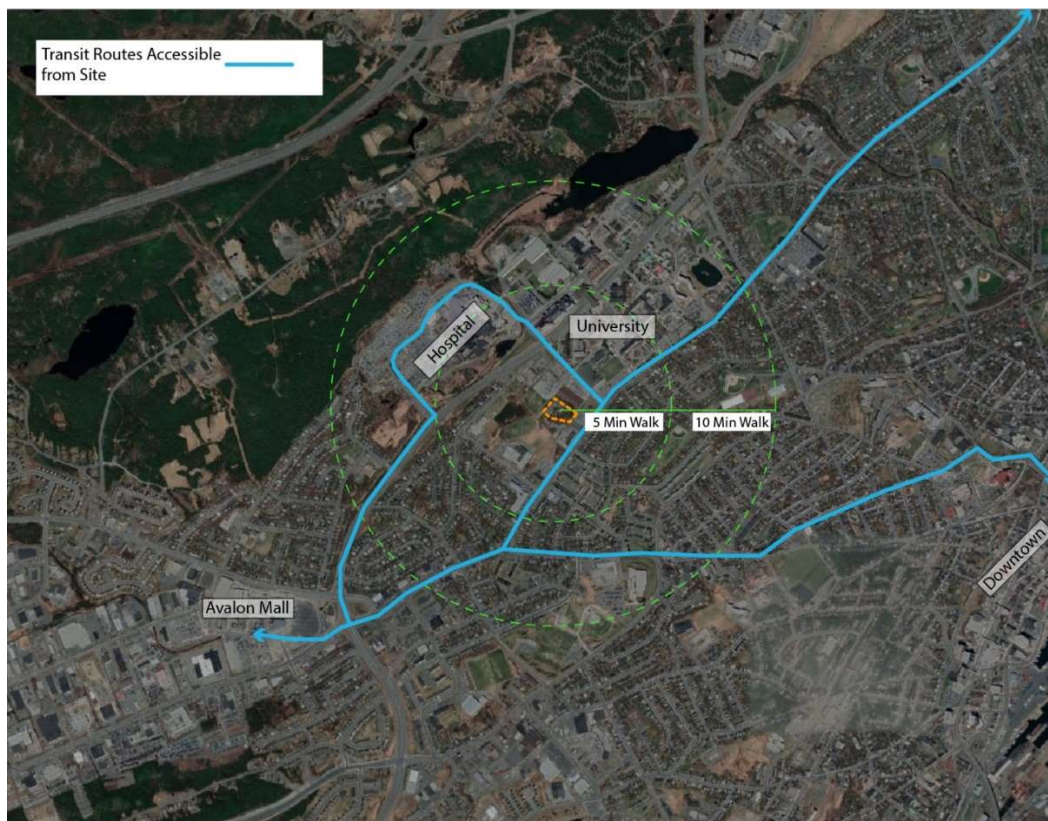
As discussed in preliminary meetings with City staff, we are requesting a minimum parking ratio of zero. Earlier discussion and emails confirmed that the city staff are in agreement that a parking requirement is not necessary for this location. This is based on:

1. The ideal site location.
2. Werkliv's experience with other similar projects.
3. Surrounding transit routes.
4. Gen Z culture around car ownership.

Our experience indicates that a successful student residential facility located this close to amenities is sought after by the student population, thereby reducing their dependence on automobile ownership.

Transit

The subject site is well serviced by 3 transit routes. The number 2, number 5, and number 10. The combination of these three lines provides transit service between the Village Mall, Avalon Mall, Downtown Saint John's, and Memorial University. The proximity to transit further increases the number of amenities easily accessible from the site.



Planning Rationale

The existing municipal plan has been in place since 2003 and does not contemplate non-institutional uses on this site. The upcoming Envision St. John's plan also does not contemplate non-institutional uses on this site given the existing residential/office use has been there for so long.

While there is no direct contemplation for residential uses in existing policy, there are several general and residential policies in the Municipal Plan that contemplate the way in which Council should consider new residential development. These are outlined in the table below:

	Policy	Applicability to Proposal
1. General Policies		
1.2.1 Development in Serviced Areas	The City shall encourage new development and redevelopment in areas serviced with municipal water and sewer extending existing networks in adjacent areas where capacity is sufficient but, especially, emphasizing opportunities within currently serviced areas where existing systems can accommodate increased density or infill.	The current office use is serviced with a residential sized lateral to the rear of the property. As part of the development proposal, properly sized services will be upgraded and extended into the site.
1.2.2 Development Density	The City shall encourage increased density in all areas where appropriate.	The proposed site is an ideal candidate for increased density. The site is well serviced by several amenities including, groceries, schools, and recreation facilities. This coupled with transit routes for access to further services and amenities. Increased density on this site also poses little impact on the surrounding existing residential uses. The site is primarily abutted by institutional and recreational lands and separated from the nearest residential uses by a major collector road.

1.2.3 Residential Development	The City shall:	
1.2.3.1	increase densities in residential areas where feasible and desirable from a general planning and servicing point of view;	From a general planning perspective, this proposal is in alignment as it provides a housing typology that is missing within the City, as well as locating residential density in a well serviced area close to the employment/education centre of its intended clientele. The proposed project will be serviced by municipal water and sewer systems.
1.2.3.2	encourage a compatible mix of residential buildings of varying densities in all zones;	The proposal contributes to the overall residential mix of the area by allowing for alternative types of housing tenure.
1.2.3.3	encourage conservation, compact renewal, and infill in the older parts of the City; and	N/A. Proposal is not located in historic part of St. John's
1.2.3.4	minimize sprawl by encouraging large-scale integrated developments in all expansion areas.	N/A site is not located within an expansion area.
1.2.14 Municipal Services in Unserviced Areas	Residential Development shall not be permitted unless adequately serviced with municipal roads, water distribution, sewage disposal, and electrical distribution systems. Where such development is contemplated in unserviced areas, it shall only be permitted after evaluation of the level of municipal services required, and the adequacy of private water and sewage disposal systems provided.	Although the site is not currently serviced with appropriate municipal services, the design team is currently working with the St. Johns Engineering Department to determine the most efficient connection. The option currently under consideration is to upgrade Lambes Lane to include municipal services.

	Development in unserved areas that are intended to be serviced with municipal water and sewer systems shall be controlled in accordance with a comprehensive development plan for future urban development of the area, to ensure that future urban development shall not be compromised by interim rural development of the area.	
2. Residential Policies		
2.2.5.2	The City, through this Plan and appropriate zoning regulations shall work toward enhancing neighbourhoods by encouraging the development/redevelopment of quality housing within these areas, and as well, capitalizing on any opportunities to diversify same.	This proposal enhances the existing neighbourhood by providing a needed alternative form of housing, diversifying the existing housing stock.
5. Open Space Policies		
5.2.3	Where Institutional lands such as schools or churches have traditionally provided open space or recreation uses and acquisition is determined not to be desirable or feasible, the City shall encourage the provision or open space or recreation use as part of any redevelopment of such lands.	Onsite amenity space will be provided as part of the development project.

Based on the rationale outlined in this letter, we request that Council consider the proposed zone amendment to permit the proposed development on the subject property.

We trust that the enclosed materials satisfy the application requirements, and we look forward to working with Staff, the public and Council throughout the application process. Should you have any questions, comments, or concerns with regards to this application, please do not hesitate to contact the undersigned.

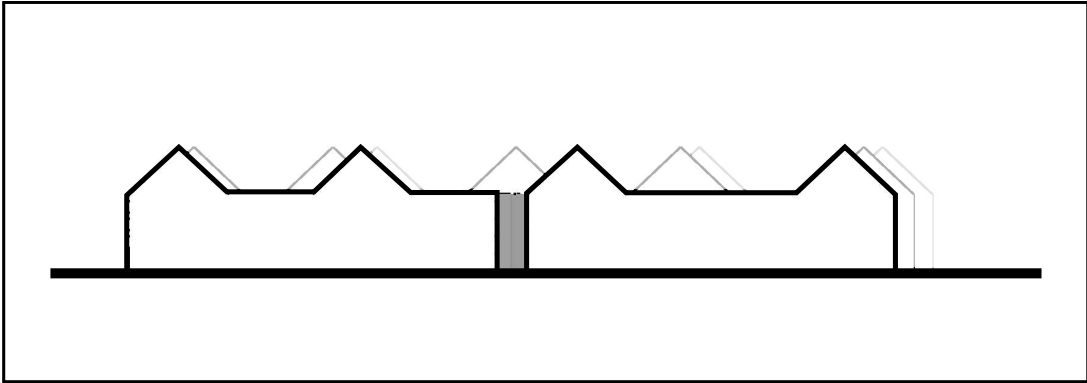
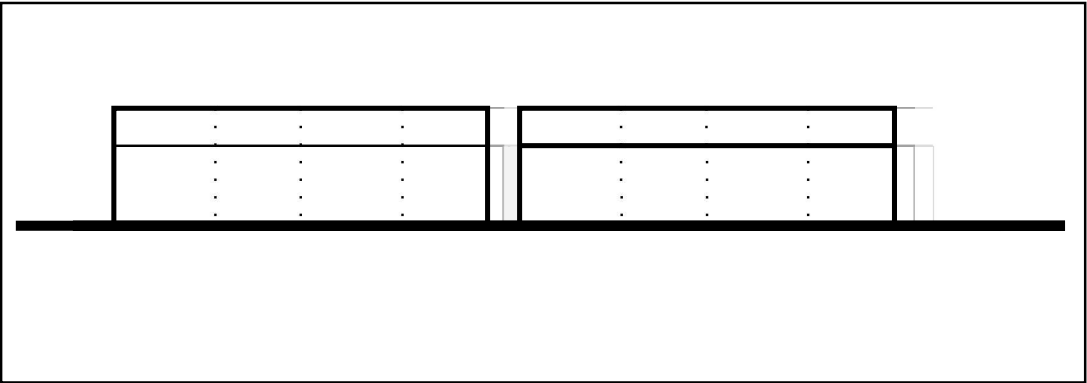
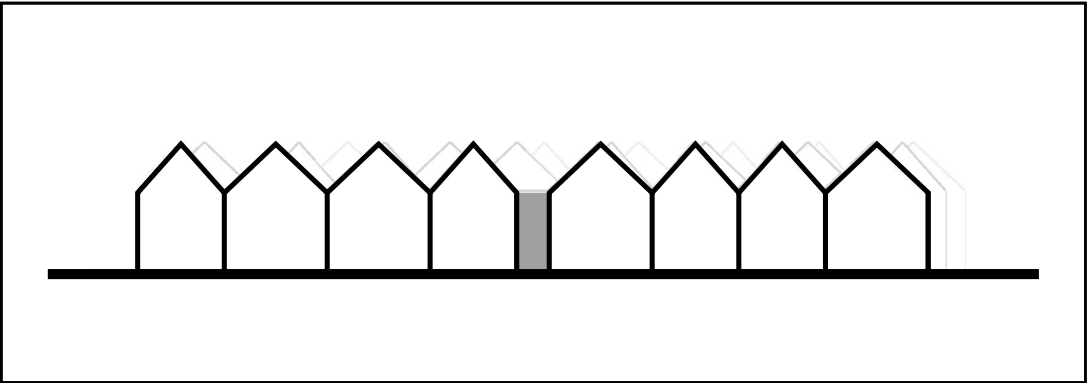
Sincerely,


Greg Zwicker, MCIP, LPP

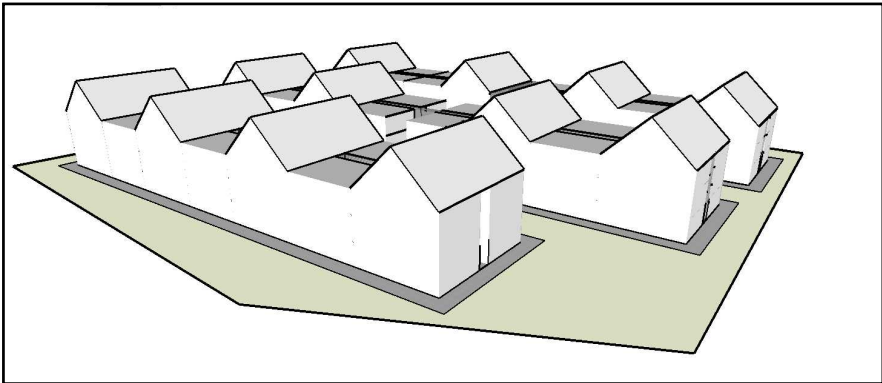
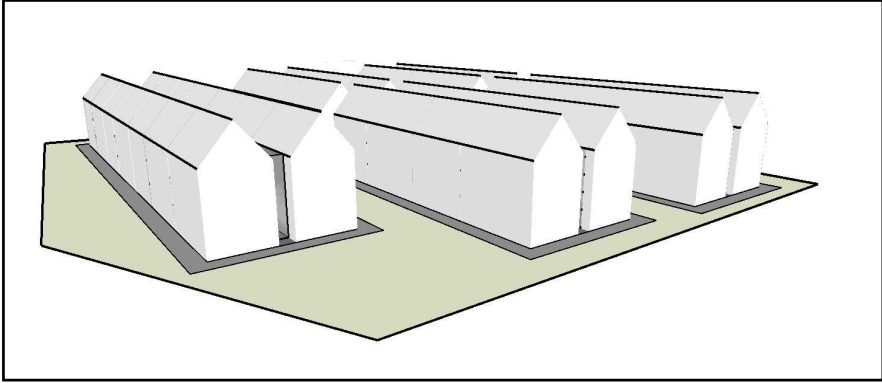
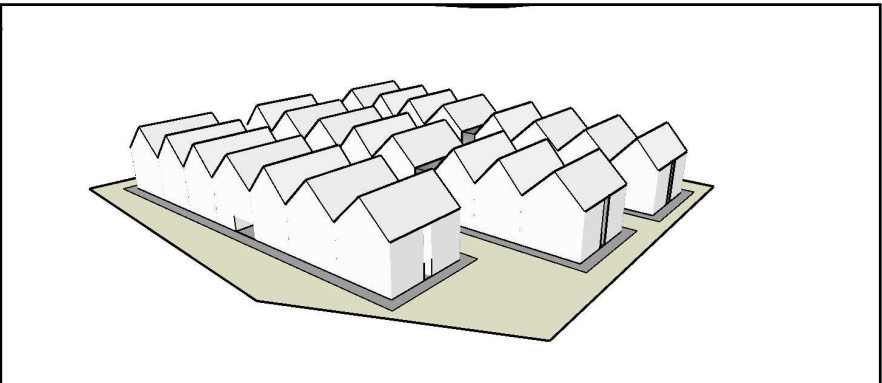
INTENT

The Altantic Canadian vernacular, celebrated in NFLD in particular, has a strong focus on simple forms and strong roof lines. There is a historic building culture of simple, useful and . We began our design process by studying the various housing forms of the area, and creating a series of “building blocks” which can be arranged many ways to form this new community. Some of these examples are shown below.

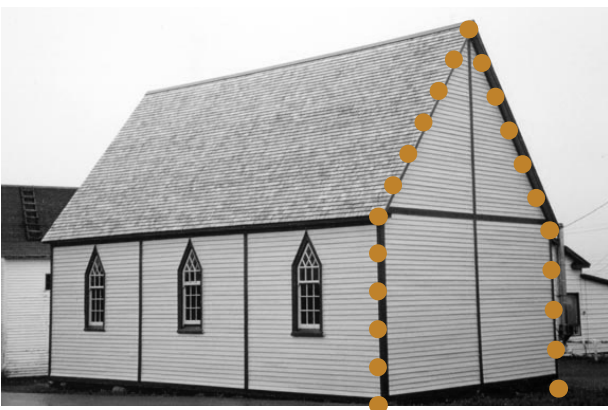
FORM

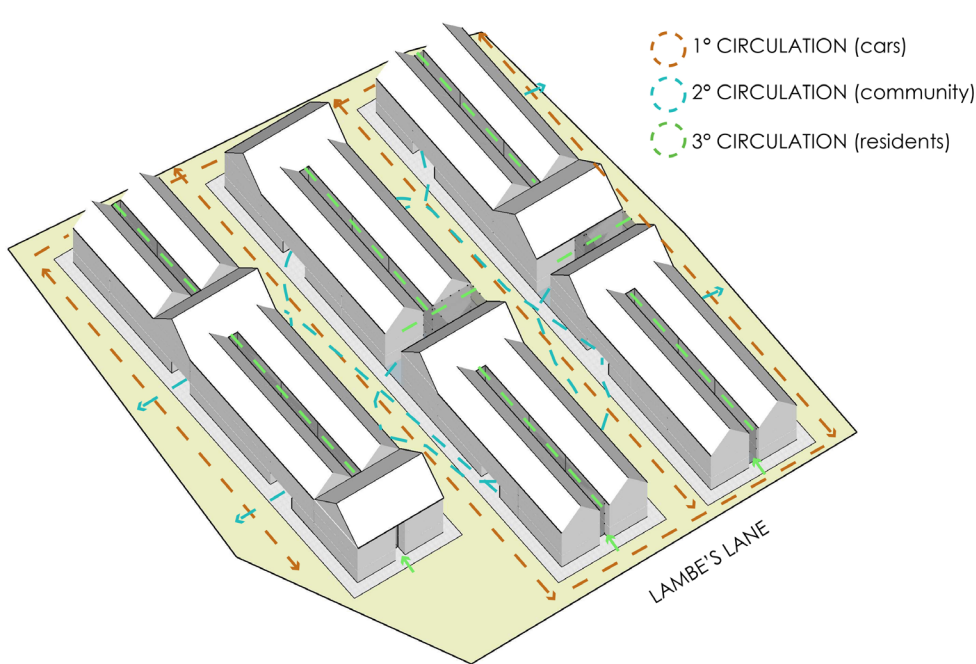


MASS



INSPIRATION

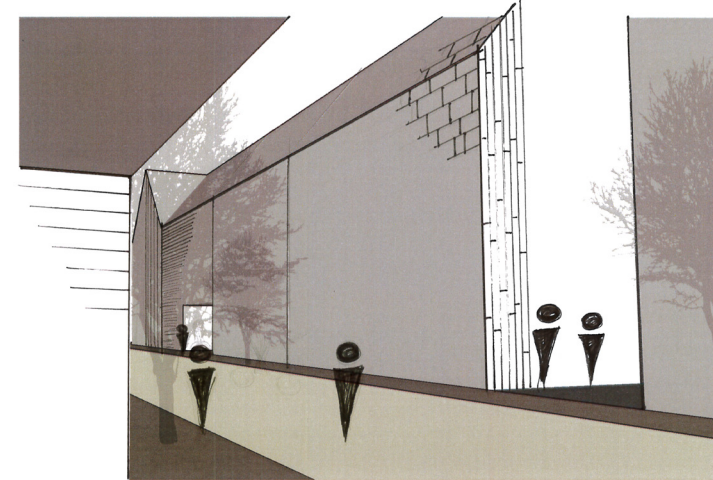




FLOW

Primary circulation: the large laneways created between rows for users as well as emergency vehicles. Green space, Activity.
 Secondary circulation: punctures in mass of buildings to allow users to cut through space and move more naturally. Avoid feeling of being in a barracks.
 Tertiary: Internal circulation in buildings, central core for efficient use of space and shared exits. Central break in longer building to meet exiting needs.

MATERIALS



The consistent plane allows the changing of material textures/orientation to be noticeable details. Changing the textures creates variety as one walks down the streets.

The breaks in the rows and pass through spaces create moments to view into the other streets and places for community interaction. Increasing the walkability of the community using interesting textures and materials at the human scale, will help to eliminate the feeling of institutional housing.

INSPIRATION

Keeping the main form of the building simple, with minimal changes in the plane, will simplify construction and keep consistency in the unit layouts, allowing the idea of modular building to be more easily explored.

Using the pedestrian laneway as a green space fosters meeting and connection between the residents.

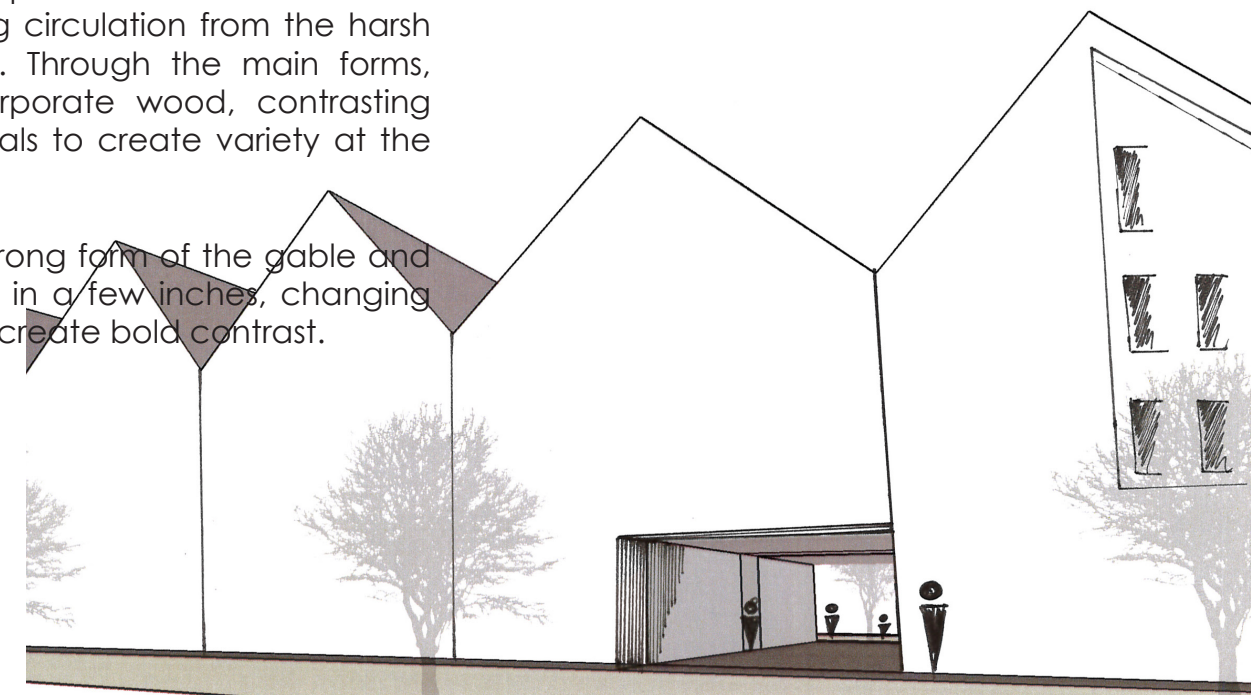
Playing with window proportions and material tones will transform a long rectangular building into smaller "houses".



CONTRAST

Pass throughs reminiscent of entry wind-breaks consistent with the typology of the area. These will protect the entries into the internal building circulation from the harsh NFDL elements. Through the main forms, they can incorporate wood, contrasting colours, or metals to create variety at the human level.

Play with the strong form of the gable and set the facade in a few inches, changing the material to create bold contrast.





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WerkLiv

LAMBE'S LANE

PRELIMINARY CONCEPT DESIGN

CONCEPTUAL RENDER - AERIAL

THIS DRAWING IS NOT INTENDED TO BE USED FOR CONTRACT PRICING OR FABRICATION PURPOSES. ALL CONTENT IS SUBJECT TO CHANGE

A-3

0 5.08.2020



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planning

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WerkLiv

LAMBE'S LANE PRELIMINARY CONCEPT DESIGN

CONCEPTUAL RENDER - PEDESTRIAN

THIS DRAWING IS NOT INTENDED TO BE USED FOR CONTRACT PRICING OR FABRICATION PURPOSES. ALL CONTENT IS SUBJECT TO CHANGE

A-4

0 5.08.2020

SITE ANALYSIS

As the conceptual design progresses, all design explorations will follow the same site design requirements with regards to height, lot coverage, building setbacks, etc.

DESIGN FEATURES

- scale allows for possibility of wood construction
- 3 buildings with a mix of 4/5/6 story sections
- opportunity for phased construction
- 3 elevators for barrier free access to all buildings
- break up long building mass into smaller “houses”
- each “house” changes roof slope/material
- pedestrian only within site

PRELIMINARY SITE INFORMATION	
SITE AREA	9,194 M ²
BUILDING FOOTPRINT	3,260 M2 (35,100 SF)
LOT COVERAGE (%)	35%
GFA	16,770 M2 (180,500SF)
# UNITS	200
BUILDING HEIGHT	6 STOREYS (20M)



ST. JOHN'S

Report of Audit and Accountability Standing Committee

August 6, 2020

10:00 a.m.

Virtual

Present: Boyd Chislett, Citizen Representative - Chair
Mayor Danny Breen
Councillor Deanne Stapleton
Councillor Maggie Burton
Derek Coffey, Deputy City Manager of Finance and Administration
Sean Janes, City Internal Auditor
Sean McGrath, Senior Internal Auditor
Shanna Fitzgerald, Legislative Assistant
Shelley Traverse, Manager - Financial Services

Others: Adam Fitzpatrick and Kelsie Montgomery of BDO Canada

2019 Audited Financial Statements

Recommendation

Moved By Deanne Stapleton

Seconded By Maggie Burton

That Council approve the 2019 audited financial statements.

MOTION CARRIED

Compliance Review of Permit to Operate a Class 4 Water Distribution System

Recommendation

Moved By Maggie Burton

Seconded By Deanne Stapleton

That Council approve the Compliance Review of Permit to Operate a Class 4 Water Distribution System report and the associated action plans put forth by management.

MOTION CARRIED

CHAIR, BOYD CHISLETT

DECISION/DIRECTION NOTE

Title: 2019 Audited Financial Statements

Date Prepared: August 4, 2020

Report To: Audit Committee

Councillor and Role: N/A

Ward: N/A

Decision/Direction Required: Approval of the 2019 Audited Financial Statements

Discussion – Background and Current Status:

Attached for the approval of Council are the December 31st, 2019 audited financial statements. The auditors have issued a clean audit report on the statements meaning they present fairly, in all material respects, the financial position of the City and the results of its operations, changes in net debt and cash flows for the year.

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

Secondly, these statements are prepared using the accrual basis of accounting whereas the City's budget is prepared on a cash basis. The former are prepared in accordance with PSAS – Public Sector Accounting Standards - and the latter on a cash basis as required under provincial legislation. Under these two alternate approaches there are key differences in how significant items such as debt charges, amortization of tangible capital assets, post-retirement benefits, as well as capital contributions from developers and other levels of government are accounted for. Schedule 8 attached to the financial statements outlines the differences. The cash results will be presented to Council subsequent to the approval of the these statements.

2019 Results

Results of Operations

Fiscal 2019 saw revenues exceed expenditures by \$30.5M – an increase of \$17.6M from 2018. This increase is primarily attributable to:

ST. JOHN'S

1. An increase in taxation revenue of \$6.3M resulting primarily from 2019 being the first year of a reassessment year with an increase in the mill rate.
2. An increase in general government expenditures of \$3.2M due mostly due to increased pension expense as calculated by the City's actuaries.
3. A decrease in amortization and allowances of \$20.3M as a result of 2018 being reflective of a cumulative change in accounting estimate which was all reflected in 2018. 2019 is more reflective of "normal" and is comparable to 2017.

It is important to remember the 2019 surplus of \$30.5M is not on a cash basis and therefore is not money available to be used for other purposes.

Financial Position

The statement of net debt highlights the City's net cash financial position. At the end of 2019 the City's net debt decreased by \$10.5M. This result is expected given the plan for a balanced cash budget and the fact there were no new debt borrowings throughout 2019.

Key Considerations/Implications:

1. Budget/Financial Implications:

The City's cash-based statements (based on budget) are the ones used by staff to track the results of operations throughout the year. As a result it is the cash based statements on which further detailed commentary will be provided once presented to Council.

2. Partners or Other Stakeholders:
3. Alignment with Strategic Directions/Adopted Plans:
4. Legal or Policy Implications:
5. Privacy Implications:
6. Engagement and Communications Considerations:
7. Human Resource Implications:
8. Procurement Implications:
9. Information Technology Implications:
10. Other Implications:

Recommendation:

That Council approve the 2019 audited financial statements.

Prepared by:
Approved by:

Consolidated Financial Statements of

CITY OF ST. JOHN'S

December 31, 2019

CITY OF ST. JOHN'S
December 31, 2019

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Statement of Responsibility

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

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

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

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

Mayor

Deputy City Manager, Finance & Administration

Independent Auditor's Report

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

Opinion

We have audited the accompanying consolidated financial statements of the City of St. John's (the "City"), which comprise the consolidated statement of financial position as at December 31, 2019, and the consolidated statements of operations and accumulated surplus, changes in net debt and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the City as at December 31, 2019, and its results of consolidated operations, its consolidated changes in net debt, and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

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

Other Information

Management is responsible for the other information. The other information comprises a summary of key results of the City in a letter issued to the public from the Deputy City Manager - Finance & Administration, but does not include the consolidated financial statements and our auditor's report thereon.

Our opinion on the consolidated financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the consolidated financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. We obtained the other information prior to the date of this auditor's report. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

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

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

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

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

Auditors' Responsibilities for the Audit of the Consolidated Financial Statements

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

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

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the City's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements, or if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, the future events or conditions may cause the City to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the Group to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

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

Chartered Professional Accountants

St. John's, Newfoundland and Labrador
TBD

CITY OF ST. JOHN'S

Consolidated Statement of Operations and Accumulated Surplus

Year ended December 31, 2019

	Budget 2019	Actual 2019	Actual 2018
	\$	\$	\$
	(Schedule 8)		(As Adjusted - See Note 2)
Revenues (Schedule 5)			
Taxation	205,263,255	209,227,666	202,937,025
Grants in lieu of taxes	8,911,000	8,813,567	8,775,802
Grants and transfers	41,520,982	46,054,639	45,060,556
Sales of goods and services	54,793,473	53,424,056	54,120,512
Other revenue from own sources	28,195,802	25,933,106	27,571,175
	338,684,512	343,453,034	338,465,070
Expenditures (Schedule 6)			
General government services	49,934,780	53,239,840	50,051,837
Fiscal services	25,061,550	22,780,280	22,845,880
Transportation services	65,104,541	65,809,907	64,444,802
Protective services	39,718,775	39,059,349	37,770,461
Environmental health services	49,824,352	45,754,573	45,349,745
Recreation and cultural services	37,900,447	33,810,210	32,012,322
Environmental development services	6,969,088	7,530,746	7,792,420
Amortization and allowances	44,376,448	44,975,184	65,294,552
	318,889,981	312,960,089	325,562,019
Excess of revenues over expenditures	19,794,531	30,492,945	12,903,051
Accumulated surplus, beginning of year	736,998,080	736,998,080	724,095,029
Accumulated surplus, end of year (Note 15)	756,792,611	767,491,025	736,998,080

See accompanying notes to the consolidated financial statements

CITY OF ST. JOHN'S

Consolidated Statement of Financial Position

As at December 31, 2019

	2019	2018
	\$	\$ (As Adjusted - See Note 2)
Financial assets		
Cash and cash equivalents (Note 3)	49,419,010	55,265,283
Short-term investments (Note 4)	6,630,218	-
Accounts receivable - current (Note 5)	45,447,038	53,350,268
Accounts receivable - long-term (Note 6)	2,930,582	5,528,470
Investment in rental housing projects	15,692	66,242
Portfolio investments (Sinking funds) (Schedule 2)	176,388,464	158,041,109
	280,831,004	272,251,372
Financial liabilities		
Payables and accruals (Note 7)	57,879,546	64,527,746
Asset Retirement Obligations (Note 2 and 8)	26,773,810	25,868,415
Employee benefits (Note 9)	214,274,584	207,449,795
Debenture debt (Note 10 and Schedule 2)	444,500,000	444,500,000
Long-term debt (Note 11)	9,665,541	12,634,786
Trust funds payable	-	31,902
	753,093,481	755,012,644
Net debt	(472,262,477)	(482,761,272)
Non-financial assets		
Tangible capital assets (Schedule 1)	1,234,799,571	1,214,214,473
Inventory of materials and supplies	3,422,112	3,061,097
Prepaid expenditures	1,531,819	2,483,782
	1,239,753,502	1,219,759,352
Accumulated surplus (Note 15)	767,491,025	736,998,080

Change in accounting policy (Note 2)
Contingencies and commitments (Note 18)
Subsequent events (Note 21)

See accompanying notes to the consolidated financial statements

On behalf of Council

Mayor

Deputy City Manager, Finance & Administration

CITY OF ST. JOHN'S

Consolidated Statement of Changes in Net Debt

Year ended December 31, 2019

	Budget 2019	2019	2018
	\$	\$	\$ (As Adjusted - See Note 2)
Excess of revenues over expenditures	19,794,531	30,492,945	12,903,051
Changes in tangible capital assets			
Acquisition of tangible capital assets and contributed tangible capital assets	(69,806,731)	(63,807,606)	(69,806,731)
Net book value of tangible capital assets disposals/transfers	1,915,772	1,193,663	1,915,772
Amortization of tangible capital assets	42,028,845	42,028,845	60,725,594
Increase in net book value of tangible capital assets	(25,862,114)	(20,585,098)	(7,165,365)
Changes in other non-financial assets			
Change in prepaid expenditures	-	951,963	791,292
Acquisition of inventory and supplies, net of usage	-	(361,015)	212,806
Decrease in other non-financial assets	-	590,948	1,004,098
Decrease (increase) in net debt	(6,067,583)	10,498,795	6,741,784
Net debt, beginning of year	(482,761,272)	(482,761,272)	(489,503,056)
Net debt, end of year	(488,828,855)	(472,262,477)	(482,761,272)

See accompanying notes to the consolidated financial statements

CITY OF ST. JOHN'S
Consolidated Statement of Cash Flows
Year ended December 31, 2019

	2019	2018
	\$	\$ (As Adjusted - See Note 2)
Operating transactions		
Excess of revenues over expenditures	30,492,945	12,903,051
Non-cash charges to operations:		
Amortization of tangible capital assets	42,028,845	60,725,594
Contributed tangible capital assets	(14,536,307)	(3,493,081)
Employee benefits	6,824,789	2,695,817
Loss on disposal of tangible capital assets	997,603	1,139,765
	65,807,875	73,971,146
Net change in other (Note 16)	2,751,373	(5,680,911)
	68,559,248	68,290,235
Capital transactions		
Acquisition of tangible capital assets	(49,271,299)	(66,313,650)
Proceeds from sale of tangible capital assets	196,060	776,007
	(49,075,239)	(65,537,643)
Financing transactions		
Decrease in long-term accounts receivable	2,597,888	3,530,250
Repayment of long-term debt	(2,969,245)	(2,346,101)
	(371,357)	1,184,149
Investing transactions		
Increase in sinking fund investments	(18,347,355)	(18,196,814)
Increase of short-term investments	(6,630,218)	-
(Decrease) increase in trust funds payable	(31,902)	523
Decrease in investment in rental housing projects	50,550	47,337
	(24,958,925)	(18,148,954)
Decrease in cash and cash equivalents	(5,846,273)	(14,212,213)
Cash and cash equivalents, beginning of year	55,265,283	69,477,496
Cash and cash equivalents, end of year	49,419,010	55,265,283

Supplementary cash flow information (Note 16)

See accompanying notes to the consolidated financial statements

CITY OF ST. JOHN'S

Notes to the Consolidated Financial Statements

December 31, 2019

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

1. SIGNIFICANT ACCOUNTING POLICIES

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

Basis of consolidation

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

Revenue recognition

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

Other revenue mainly consists of sales of goods and services which are recognized when significant risks and rewards of ownership have been transferred and there are no significant obligations remaining, sales price is fixed and determinable, persuasive evidence of an arrangement exists and collection is reasonably assured. This usually coincides with the provision of the goods and services.

Interest revenue is recognized as revenue when earned.

Government Transfers

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

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

CITY OF ST. JOHN'S

Notes to the Consolidated Financial Statements

December 31, 2019

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

Cash and cash equivalents

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

Inventories

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

Investments in rental housing projects

Investments in rental housing projects are recorded at cost.

Tangible capital assets

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

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

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

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2019

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

Contribution of tangible capital assets

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

Assessments

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

Portfolio investments (sinking funds)

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

Reserve for snow and ice management

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

Reserve for Civic Centre financing

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

Asset Retirement Obligations

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

Severance and accrued sick leave benefits

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

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2019

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

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

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

Accrued pension benefits

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

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

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

The excess of the net actuarial gain (loss) is amortized over the average remaining service period of active employees which is 14 years for the employee plan and 2 years for the Mayor and Councillors' plan.

Employee future benefits

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

Use of estimates

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

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2019

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

Liability for contaminated sites

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

2. CHANGE IN ACCOUNTING POLICY

In August 2018, PSAB issued PS 3280 – Asset Retirement Obligations. This new section establishes standards for recognition, measurement, presentation, and disclosure of legal obligations associated with the retirement of tangible capital assets and replaces PS 3270 - Solid Waste Landfill Closure and Post-closure Liability. This standard is effective for fiscal periods beginning on or after April 1, 2021. The City has elected early adoption and has chosen the modified retroactive application of the standard for the fiscal period ended December 31, 2019. The effect of this change on the December 31, 2018 comparative information is presented below.

	As previously reported	Adjustment	As adjusted
	\$	\$	\$
Statement of Operations and Accumulated Surplus			
Expenditure (Schedule 6)			
Environmental health services			
Regional RH Bay Landfill	18,763,851	(4,083,744)	14,680,107
Amortization and allowances			
Amortization	60,392,277	333,317	60,725,594
Excess of revenue over expenditures	9,152,624	3,750,427	12,903,051
Accumulated surplus, beginning of year	728,425,928	(4,330,899)	724,095,029
Accumulated surplus, end of year	737,578,552	(580,472)	736,998,080
Statement of Financial Position			
Financial liabilities			
Payables and accruals (Note 7)	71,816,568	(7,288,822)	64,527,746
Asset Retirement Obligations (Note 8)	-	25,868,415	25,868,415
Net debt	464,181,679	18,579,593	482,761,272
Non-financial assets			
Tangible capital assets (Schedule 1)	1,196,215,352	17,999,121	1,214,214,473

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2019

3. CASH AND CASH EQUIVALENTS

	2019	2018
	\$	\$
Cash	17,955,668	22,310,708
Restricted cash deposits:		
Accommodation tax	-	428,345
Robin Hood Bay post closure costs (Note 8)	11,162,899	12,224,445
Robin Hood Bay equipment replacement	4,428,768	4,931,156
Riverhead waste/water equipment replacement	2,071,070	2,141,452
Advance payments from developers	42,114	73,235
Federal gas tax fund	11,251,460	10,653,052
Urban living affordable housing:		
Tenants' security deposits	106,378	105,878
Replacement reserve fund	2,400,653	2,397,012
	31,463,342	32,954,575
	49,419,010	55,265,283

The City has agreements with Canada Mortgage and Housing Corporation ("CMHC") and Newfoundland and Labrador Housing Corporation ("NLHC") which stipulate that cash be set aside for a replacement reserve fund. As at December 31, 2019 the City held cash of \$2,400,653 (2018 - \$2,397,012).

4. SHORT-TERM INVESTMENTS

Short-term investments consist of guaranteed investment certificates (GICs) each with an annualized interest rate of 2.25% with a maturity date of January 30, 2020.

5. ACCOUNTS RECEIVABLE - CURRENT

	2019	2018
	\$	\$
Taxes	25,812,536	26,150,334
Other governments	18,076,913	23,945,478
Other	11,438,898	12,709,116
Allowance for doubtful accounts	(9,881,309)	(9,454,660)
	45,447,038	53,350,268

6. ACCOUNTS RECEIVABLE - LONG TERM

	2019	2018
	\$	\$
Government of Newfoundland and Labrador water and sewer projects (Schedule 2)	2,671,517	5,259,738
Other		
Civic assessments	259,065	268,732
	2,930,582	5,528,470

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2019

6. ACCOUNTS RECEIVABLE - LONG TERM (Continued)

The Provincial government's share of cost shared loans is recorded in the accounts of the City as debt charges recoverable. For the next two years the amounts are as follows:

Year	Provincial	Total
	\$	\$
2020	1,734,096	1,734,096
2021	937,421	937,421

7. PAYABLES AND ACCRUALS

	2019	2018
	\$	\$
		(As Adjusted - See Note 2)
Trade	29,836,798	37,874,802
Wages and benefits payable	9,240,365	8,376,776
Deferred revenue	3,933,469	2,528,652
Deposits and prepayments	10,873,412	11,724,718
Accrued interest	3,920,227	3,923,244
Other governments	75,275	99,554
	57,879,546	64,527,746

8. ASSET RETIREMENT OBLIGATIONS

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

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

At December 31, 2019, the estimated total undiscounted inflation-adjusted amount required to settle the asset retirement obligation is \$131,899,729. The cash flows are discounted at the rate of 3.5% based on the City's long term cost of borrowing. This is estimated by reference to the average of the past three years of the City's estimated net yield on its debenture debt at the end of the fiscal year. The discount rate will only be adjusted when the estimate using current information results in a difference of more than 25 basis points. The landfill is estimated to close in 2072 with the site continuing to be monitored for an additional 30 years post closure.

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2019

8. ASSET RETIREMENT OBLIGATIONS (Continued)

	2019	2018
		(As Adjusted - See Note 2)
	\$	\$
Beginning of year	25,868,415	24,993,638
Accretion	905,395	874,777
End of year	26,773,810	25,868,415

The tipping fees charged by the City to all users, other municipalities and commercial users include a provision for closure and post-closure costs which is contributed to an interest-bearing account to accumulate the funds that will be required at each closure and post-closure phase. The balance in the account at December 31, 2019 was \$11,162,899 (2018 - \$12,224,445). In 2019, \$2,500,000 from this account was used to invest in GIC's each with an annualized interest rate of 2.25% with a maturity date of January 30, 2020.

9. EMPLOYEE BENEFITS

	2019	2018
	\$	\$
Accrued pension benefits (Note 12)	4,209,528	6,590,310
Employee future benefits (Note 13)	179,005,013	170,542,506
Severance and sick leave benefits (Note 14)	31,060,043	30,316,979
	214,274,584	207,449,795

Expenses resulting from current year contributions and other payments into the employee benefit plans are grouped for presentation with the related salaries (Schedule 6).

10. DEBENTURE DEBT

	2019	2018
	\$	\$
Debenture debt outstanding (Schedule 2)	444,500,000	444,500,000
Less: debt charges recoverable from the Province of Newfoundland and Labrador (Schedule 2)	2,671,517	5,259,738
Less: sinking fund investments available (Schedule 2)	176,388,464	158,041,109
	265,440,019	281,199,153

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2019

10. DEBENTURE DEBT (Continued)

The annual requirements over the next five years and thereafter relating to scheduled sinking funds less debt charges recoverable from the Province of Newfoundland and Labrador (the "Province") are as follows:

Year	Sinking fund requirements	Newfoundland and Labrador	Net Amount
	\$	\$	\$
2020	11,112,500	(1,734,096)	9,378,404
2021	10,750,000	(937,421)	9,812,579
2022	10,356,250	-	10,356,250
2023	10,150,000	-	10,150,000
2024	9,562,500	-	9,562,500
Thereafter	67,662,500	-	67,662,500

11. LONG-TERM DEBT

	2019	2018
	\$	\$
Long-term debt (Schedule 3)	118,158	163,345
Mortgages - Urban living non-profit housing (Schedule 4)	3,848,383	4,947,441
St. John's Transportation Commission	5,699,000	7,524,000
	9,665,541	12,634,786

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

Year	Non-profit housing mortgages	Total
	\$	\$
2020	791,770	791,770
2021	724,248	724,248
2022	600,580	600,580
2023	455,609	455,609
2024	426,536	426,536
Thereafter	849,640	849,640

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

The Commission has access to a \$15,000,000 credit facility, guaranteed by the City, for capital expenditures. Under the terms of its lending arrangements, the Commission issues banker's acceptances. At December 31, 2019 the outstanding banker's acceptances bore interest at 3.06% and mature on January 27, 2020. The credit facility, which was renewed on March 27, 2020, bears interest at 2.34% and matures on April 27, 2020. At December 31, 2019, the Commission has drawn \$5,699,000 (2018 - \$7,524,000) on the credit facility which is included in long-term debt.

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2019

12. ACCRUED PENSION BENEFITS

	2019	2018
	\$	\$
City of St. John's - Employees	(2,432,900)	709,500
City of St. John's - Mayor and Councillors	5,247,600	4,727,400
St. John's Transportation Commission	1,394,828	1,153,410
	4,209,528	6,590,310

Pension Plans

Subsequent to year end, the COVID-19 outbreak (Note 21) had a significant effect on the financial markets. Investments held in the defined benefit pension plans are reported in these financial statements at their fair values on December 31, 2019, by way of a reduction in the pension liability. As of June 30, 2020, the TSX Composite Index and the Dow Jones Industrial Average had declined by approximately 10%. Although the market volatility has impacted the value of the accrued pension liability, this is not expected to significantly impact the services the City is able to provide in the future. The extent of any future impact on the defined benefit pension plans as a result of COVID-19 is unknown.

City of St. John's - Employees

The City maintains a defined benefit plan for employees hired before January 1, 2015 which provides pension benefits to its employees, members of council and the employees of St. John's Sports & Entertainment Ltd. The City also maintains a Supplementary Executive Retirement Plan (SERP) for non-union employees in respect to earnings in excess of those on which benefits can be provided under the defined benefit provisions. Both plans provide benefits based on length of service and average earnings. With the exception of the International Association of Firefighters Local 1075, employees hired after January 1, 2015 are enrolled in a defined contribution pension plan.

An actuarial valuation of the plans was completed as at December 31, 2018 for Council, employees and the supplementary plan. All plans were extrapolated to December 31, 2019.

	Employees	Supplementary Plan	2019	2018
	\$	\$	\$	\$
<i>Accrued benefit obligation</i>				
Balance, beginning of year	411,080,700	2,359,500	413,440,200	390,220,400
Current service cost	14,892,900	72,100	14,965,000	15,087,600
Interest cost	23,635,800	88,900	23,724,700	22,408,300
Benefits paid	(14,940,800)	(50,900)	(14,991,700)	(14,392,900)
Actuarial loss	17,189,100	1,047,800	18,236,900	116,800
Balance, end of year	451,857,700	3,517,400	455,375,100	413,440,200

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2019

12. ACCRUED PENSION BENEFITS (Continued)

	Employees	Supplementary Plan	2019	2018
	\$	\$	\$	\$
<i>Plan assets</i>				
Fair value, beginning of year	370,594,500	-	370,594,500	362,421,800
Return on plan assets	55,567,500	-	55,567,500	(5,783,800)
Benefits paid	(14,940,800)	-	(14,940,800)	(14,354,700)
Employer contributions	18,447,400	-	18,447,400	21,325,800
Employee contributions	6,950,100	-	6,950,100	6,985,400
Fair value, end of year	436,618,700	-	436,618,700	370,594,500
Funded status - deficit	15,239,000	3,517,400	18,756,400	42,845,700
Unamortized amounts	(19,122,400)	(2,066,900)	(21,189,300)	(42,136,200)
Accrued benefit liability (asset)	(3,883,400)	1,450,500	(2,432,900)	709,500
<i>Significant assumptions used for 2019</i>				
Discount rate	5.50%	3.15%		
Expected long-term rate of return on plan assets	5.50%	0.00%		
Rate of compensation increase	3.50%	3.50%		
Average remaining service period of active employees	14 years	13 years		
<i>Significant assumptions used for 2018</i>				
Discount rate	5.75%	3.75%		
Expected long-term rate of return on plan assets	5.75%	0.00%		
Rate of compensation increase	3.50%	3.50%		
Average remaining service period of active employees	15 years	9 years		
<i>Net benefit expense of the year</i>				
Current service cost	14,892,900	72,100	14,965,000	15,087,600
Interest cost	23,635,800	88,900	23,724,700	22,408,300
Amortization of losses	4,870,600	355,500	5,226,100	3,554,200
Employee contributions	(6,950,100)	-	(6,950,100)	(6,985,400)
Expected return on plan assets	(21,609,800)	-	(21,609,800)	(21,240,500)
Net benefit expense	14,839,400	516,500	15,355,900	12,824,200

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2019

12. ACCRUED PENSION BENEFITS (Continued)

City of St. John's - Mayor and Councillors

	2019	2018
	\$	\$
<i>Accrued benefit obligation</i>		
Balance, beginning of year	4,786,600	4,967,500
Current service cost	76,400	50,700
Past service amendment cost'	394,300	-
Interest cost	191,800	169,900
Benefits paid	(282,900)	(279,400)
Actuarial loss (gain)	930,000	(122,100)
Balance, end of year	6,096,200	4,786,600
Unamortized amounts	(848,600)	(59,200)
Accrued benefit liability	5,247,600	4,727,400
<i>Significant assumptions used</i>		
Discount rate	3.15%	3.75%
Rate of compensation increase	2.50%	3.00%
Average remaining service period	2 years	3 years
<i>Net benefit expense of the year</i>		
Current service cost	76,400	50,700
Past service amendment cost	394,300	-
Interest cost	191,800	169,900
Amortization of losses	140,600	294,100
Net benefit expense	803,100	514,700

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

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

An actuarial valuation of the employee plans was completed as at December 31, 2018 and extrapolated to December 31, 2019. The supplementary plan estimate was prepared using the same actuarial assumptions used for the Non-Union plan with the exception of the discount rate.

CITY OF ST. JOHN'S

Notes to the Consolidated Financial Statements

December 31, 2019

12. ACCRUED PENSION BENEFITS (Continued)

	Employees	Supplementary	2019	2018
	\$	\$	\$	\$
<i>Accrued benefit obligation</i>				
Balance, beginning of year	54,838,746	193,831	55,032,577	52,729,169
Current service cost	1,973,426	7,633	1,981,059	2,040,199
Interest cost	2,957,218	7,412	2,964,630	2,833,491
Benefits paid	(2,213,600)	-	(2,213,600)	(2,591,283)
Actuarial (gain) loss	(579,687)	(21,197)	(600,884)	21,001
Balance, end of year	56,976,103	187,679	57,163,782	55,032,577
<i>Plan assets</i>				
Fair value, beginning of year	48,931,425	-	48,931,425	50,133,994
Return on plan assets	6,623,799	-	6,623,799	(1,320,010)
Benefits paid	(2,213,600)	-	(2,213,600)	(2,591,283)
Employer contributions	1,794,416	-	1,794,416	1,849,129
Employee contributions	865,009	-	865,009	859,595
Fair value, end of year	56,001,049	-	56,001,049	48,931,425
Funded status - deficit	975,054	187,679	1,162,733	6,101,152
Unamortized amounts	275,679	(43,584)	232,095	(4,947,742)
Accrued benefit liability	1,250,733	144,095	1,394,828	1,153,410
<i>Significant assumptions used</i>				
Discount rate	5.35%	3.17%		5.50%
Expected long-term rate of return on plan assets	5.50%	5.25%		5.50%
Rate of compensation increase	2.00%	2.00%		5.00%
Average remaining service period of active employees	14.6 years	8 years		15.5 years
<i>Net benefit expense of the year</i>				
Current service cost	1,973,426	7,633	1,981,059	2,040,199
Interest cost	2,957,218	7,412	2,964,630	2,833,491
Amortization of losses	606,082	8,097	614,179	337,444
Employee contributions	(865,009)	-	(865,009)	(859,595)
Expected return on plan assets	(2,659,025)	-	(2,659,025)	(2,716,041)
Net benefit expense	2,012,692	23,142	2,035,834	1,635,498

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2019

13. EMPLOYEE FUTURE BENEFITS

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

An actuarial valuation of the plans was completed as at December 31, 2016 for the City and December 31, 2018 for the Commission with both plans extrapolated to December 31, 2019.

	City	Commission	2019	2018
	\$	\$	\$	\$
<i>Accrued benefit obligation</i>				
Balance, beginning of year	156,605,000	13,813,148	170,418,148	174,500,425
Current service cost	4,795,300	501,080	5,296,380	5,898,771
Interest cost	5,894,900	520,199	6,415,099	6,141,502
Benefits paid	(3,607,100)	(142,918)	(3,750,018)	(3,944,714)
Actuarial loss (gain)	18,682,900	2,193,608	20,876,508	(12,177,836)
Balance, end of year	182,371,000	16,885,117	199,256,117	170,418,148
Funded status - deficit	182,371,000	16,885,117	199,256,117	170,418,148
Unamortized amounts	(17,701,100)	(2,550,004)	(20,251,104)	124,358
Accrued benefit liability	164,669,900	14,335,113	179,005,013	170,542,506
<i>Significant assumptions used for 2019</i>				
Discount rate	3.15%	3.17%		
Average remaining service period of active employees	12 years	13.8 years		
<i>Significant assumptions used for 2018</i>				
Discount rate	3.75%	3.75%		
Average remaining service period of active employees	12 years	13.8 years		
<i>Net benefit expense of the year</i>				
Current service cost	4,795,300	501,080	5,296,380	5,898,771
Interest cost	5,894,900	520,199	6,415,099	6,141,502
Amortization of losses	331,900	169,146	501,046	1,485,489
Past service amendment	-	-	-	-
Net benefit expense	11,022,100	1,190,425	12,212,525	13,525,762

14. SEVERANCE AND SICK LEAVE BENEFITS

	2019	2018
	\$	\$
City of St. John's	28,879,100	28,267,900
St. John's Transportation Commission	1,597,136	1,493,544
St. John's Sports and Entertainment	583,807	555,535
	31,060,043	30,316,979

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2019

14. SEVERANCE AND SICK LEAVE BENEFITS (Continued)

City of St. John's

The City provides severance for employees hired before December 31, 1979 as a payout of their accumulated sick leave upon retirement or termination. Severance for those hired after December 31, 1979 consists of one week's salary for each year worked and is only paid upon retirement. These employees are also allowed to accumulate sick leave which is non-vesting.

An actuarial valuation of the plan was completed as at December 31, 2016 and extrapolated to December 31, 2019.

	Severance	Sick Leave	2019	2018
	\$	\$	\$	\$
<i>Accrued benefit obligation</i>				
Balance, beginning of year	23,265,600	9,098,600	32,364,200	31,887,400
Current service cost	1,523,500	903,200	2,426,700	2,411,100
Interest cost	871,400	340,900	1,212,300	1,115,800
Benefits paid	(1,577,800)	(921,100)	(2,498,900)	(2,429,000)
Settlement payments	(1,949,700)	-	(1,949,700)	-
Settlement gain	(220,900)	-	(220,900)	-
Actuarial loss (gain)	1,181,200	377,500	1,558,700	(621,100)
Balance, end of year	23,093,300	9,799,100	32,892,400	32,364,200
Funded status - deficit	23,093,300	9,799,100	32,892,400	32,364,200
Unamortized amounts	(2,557,600)	(1,455,700)	(4,013,300)	(4,096,300)
Accrued benefit liability	20,535,700	8,343,400	28,879,100	28,267,900
<i>Significant assumptions used</i>				
Discount rate			3.15%	3.75%
Average remaining service period of active employees			13 years	13 years
<i>Net benefit expense of the year</i>				
Current service cost	1,523,500	903,200	2,426,700	2,411,100
Interest cost	871,400	340,900	1,212,300	1,115,800
Amortization of losses	267,500	108,400	375,900	423,600
Recognition of unamortized losses due to settlement	1,265,800	-	1,265,800	-
Recognized gain due to settlement	(220,900)	-	(220,900)	-
Net benefit expense	3,707,300	1,352,500	5,059,800	3,950,500

During 2019, members of CUPE Locals 569 and 1289 as well as management employees were given a one-time payout option of their severance accrued up to December 31, 2018 or a portion thereof. Severance benefits continue to accrue to retirement, regardless of whether an employee elects to receive a one-time payout or not. However, CUPE Local 569 members or management employees hired after September 30, 2019 and CUPE Local 1289 members hired after December 4, 2019 are no longer entitled to severance benefits.

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2019

14. SEVERANCE AND SICK LEAVE BENEFITS (Continued)

St. John's Transportation Commission

As of June 1, 2015, retiring employees of the St. John's Transportation Commission who have completed at least 10 years of service will be paid a severance equal to 1 day for each year of service. The liability at December 31, 2019 is \$419,721 (2018 - \$400,110).

Sick pay benefits accrue to employees of the St. John's Transportation Commission at the rate of 12 days per year. Employees can accumulate up to 30 days of sick pay benefits to be paid to them upon retirement, termination, or illness. Any excess is paid out to the employee annually. The liability at December 31, 2019 is \$1,177,415 (2018 - \$1,093,434).

St. John's Sports and Entertainment

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

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

An actuarial valuation of the plan was completed as at December 31, 2018 and extrapolated to December 31, 2019.

	Severance	Sick Leave	2019	2018
	\$	\$	\$	\$
<i>Accrued benefit obligation</i>				
Balance, beginning of year	456,617	113,321	569,938	536,543
Current service cost	39,091	21,897	60,988	51,687
Interest cost	17,309	4,885	22,194	19,238
Benefits paid	(38,493)	(19,835)	(58,328)	(25,471)
Actuarial loss (gain)	32,824	20,261	53,085	(12,059)
Balance, end of year	507,348	140,529	647,877	569,938
Funded status - deficit	507,348	140,529	647,877	569,938
Unamortized amounts	(55,084)	(8,986)	(64,070)	(14,403)
Accrued benefit liability	452,264	131,543	583,807	555,535
<i>Significant assumptions used</i>				
Discount rate			3.15%	3.75%
Average remaining service period of active employees			13 years	12 years
<i>Net benefit expense of the year</i>				
Current service cost	39,091	21,897	60,988	51,687
Interest cost	17,309	4,885	22,194	19,238
Amortization of losses (gains)	3,625	(207)	3,418	2,841
Net benefit expense	60,025	26,575	86,600	73,766

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2019

15. ACCUMULATED SURPLUS

	2019	2018
	\$	\$
		(As Adjusted - See Note 2)
Accumulated surplus, beginning of year	736,998,080	724,095,029
Excess of revenue over expenditures	30,492,945	12,903,051
Accumulated surplus, end of year	767,491,025	736,998,080
Appropriated surplus		
Reserve for Shoal Bay treatment plant	393,009	303,369
Reserve for landfill capital improvements	2,640,597	2,640,597
Urban living non-profit housing - replacement reserve	2,900,652	2,397,012
Reserve for snow and ice management	2,000,000	2,000,000
Reserve for salt savings	62,940	646,591
Reserve for Civic Centre financing	1,532,888	5,521,472
Reserve for capital	23,925,290	24,658,027
Reserve for employee benefits stabilization fund	1,997,091	1,997,091
Reserve for Robin Hood Bay equipment replacement	5,428,768	4,931,156
Reserve for Riverhead Waste/water equipment replacement	2,446,070	2,141,452
	43,327,305	47,236,767
Unappropriated surplus	724,163,720	689,761,313
	767,491,025	736,998,080

16. SUPPLEMENTARY CASH FLOW INFORMATION

	2019	2018
	\$	\$
		(As Adjusted - See Note 2)
Changes in other balances:		
Accounts receivable	7,903,230	(11,775,643)
Inventory of materials and supplies	(361,015)	212,806
Prepaid expenditures	951,963	791,292
Payables and accruals	(5,742,805)	5,090,634
	2,751,373	(5,680,911)
Interest paid	22,714,914	22,782,397

17. CREDIT FACILITIES

The City has a demand credit facility with the Royal Bank of Canada totaling \$14,500,000 to meet its short-term financing needs. Drawings bear a maximum interest at the Royal Bank prime rate minus 0.50%. Drawings on this facility at December 31, 2019 were nil.

In 2020, a second demand facility in the amount of \$ 35,500,000, bearing a maximum interest on advances at Royal Bank prime rate, was negotiated with the Royal Bank of Canada.

CITY OF ST. JOHN'S

Notes to the Consolidated Financial Statements

December 31, 2019

18. CONTINGENCIES AND COMMITMENTS

Expropriation and other claims

In the normal course of business, the City is subject to several legal claims in which it intends to defend and negotiate. As of December 31, 2019, the City recorded an estimated liability of \$1,591,255 for such claims. This liability only includes those claims in which there is an expectation of loss and the settlement amounts can be reasonably estimated however the exact amounts of each claim will not be known until it is settled.

The Commission is contingently liable for claims below \$50,000 for all incidents prior to December 1, 2010 and claims below \$100,000 after that date which are not covered under its current insurance policy.

Lease and service agreements

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

2020	2,595,668
2021	1,306,813
2022	1,236,288
2023	657,099
2024	170,200
Thereafter	118,405

St. John's Sports and Entertainment entered into a 10-year food service management agreement with Servomation Inc, "Centerplate", to provide food services for the St. John's Convention Centre commencing June 1, 2018. Under this agreement, Centerplate would be paid a management fee of 5% of adjusted gross receipts collected on a monthly basis with an annual fee of not less than \$150,000. In addition, Centerplate would also be paid a share of net operating profits of 10% for the first year of the agreement and up to 10% in subsequent years.

15 Covenant Square

During 2016 the City accepted a donation of land and building which will be redeveloped as affordable housing for seniors. The donation stipulates that if at any time the property is not used for the aforementioned purpose \$1.4 million in compensation will be payable to the donor.

Liability for Contaminated Sites

The City has not recognized a liability for remediation of 245 Freshwater Road, the former location of Metrobus. The contamination results from two underground fuel tanks that are no longer in use. At December 31, 2019 the removal and reclamation has not yet been completed. The extent of the contamination and cost of remediation is not known and a liability has not been recorded.

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2019

18. CONTINGENCIES AND COMMITMENTS (Continued)

Loan Guarantee

The City is acting as a guarantor for the Celtics Centre Hockey Corporation (The Avalon Minor Hockey Association Inc) for a \$2.5 million dollar loan from Roynat Inc. In the event of a default the City may take over the loan payments or move to sell the arena.

19. SEGMENTED INFORMATION

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

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

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

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

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

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

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

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

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

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

CITY OF ST. JOHN'S
Notes to the Consolidated Financial Statements
December 31, 2019

20. COMPARATIVE FIGURES

Comparative figures have been adjusted to conform to changes in the current year presentation.

21. SUBSEQUENT EVENTS

Subsequent to year end, the World Health Organization announced a global health emergency, and later a pandemic, due to the COVID-19 outbreak. As of the report date of the financial statements, the governments' response to curb the spread of COVID-19 continues to evolve. Given the dynamic nature of the circumstances, the impact on the City will not be known with certainty for months to come.

Municipal services are considered essential services and, consequently, the City has been able to continue to operate, providing services to support residents in a limited capacity. The impact on operations and the financial results of the City for fiscal 2020 is being continuously monitored and evaluated by management. Management expects to experience difficulties collecting outstanding municipal taxes receivable from residents and businesses, which may result in material bad debt expense in fiscal 2020. The COVID-19 outbreak may also have further negative financial impacts on the City, however they are not readily determinable at this time. These financial statements do not include any adjustments that might result from the outcome of this uncertainty.

CITY OF ST. JOHN'S
Consolidated Schedule of Tangible Capital Assets
Year Ended December 31, 2018

Schedule 1

	Land	Buildings & Permanent Improvements	Capital Lease-Parking Spaces	Roads & Underground Networks	Equipment, Vehicles & Moveable Plant	Fire Department Buildings & Equipment	Work in Process	Urban Living Non-profit Housing Buildings	2019 Totals	2018 Totals
	\$	\$		\$	\$	\$	\$	\$	\$	\$
										(As Adjusted - See Note 2)
Cost										
Balance, beginning of year	64,872,232	522,410,530	8,452,167	738,587,310	232,832,159	36,601,514	48,658,289	47,102,134	1,699,516,335	1,639,087,366
Add: Additions during the year	-	589,889	-	14,288,330	2,544,646	1,590,061	45,472,269	-	64,485,195	70,109,515
Less: Disposals during the year	-	(1,281,972)	-	(998,612)	(5,114,133)	(5,628)	(677,589)	-	(8,077,934)	(9,680,546)
Transfers	64,450	13,834,984	-	37,183,383	6,916,788	62,948	(61,525,183)	3,462,630	-	-
Balance, end of year	64,936,682	535,553,431	8,452,167	789,060,411	237,179,460	38,248,895	31,927,786	50,564,764	1,755,923,596	1,699,516,335
Accumulated amortization										
Balance, beginning of year	-	118,502,758	615,615	210,197,795	119,281,058	12,909,711	-	23,794,925	485,301,862	432,038,258
Add: Additions during the year	-	12,608,198	146,723	14,300,213	12,373,310	1,274,755	-	1,325,646	42,028,845	60,725,594
Less: Disposals during the year	-	(599,492)	-	(671,087)	(4,930,475)	(5,628)	-	-	(6,206,682)	(7,461,990)
Transfers	-	-	-	-	-	-	-	-	-	-
Balance, end of year	-	130,511,464	762,338	223,826,921	126,723,893	14,178,838	-	25,120,571	521,124,025	485,301,862
Net book value of tangible capital assets	64,936,682	405,041,967	7,689,829	565,233,490	110,455,567	24,070,057	31,927,786	25,444,193	1,234,799,571	1,214,214,473

CITY OF ST. JOHN'S

Schedule 2

Consolidated Schedule of Debenture Debt

December 31, 2019

Date of Maturity	Interest Rate	Amount Issued	Amount Outstanding	Sinking Funds Available	2019	Sinking Fund	Sinking Funds Available	2018	Sinking Fund
					Bond Premium	Requirement in 2020		Bond Premium	Requirement in 2019
		\$	\$	\$	\$	\$	\$	\$	\$
Dec. 2020	6.840%	7,000,000	7,000,000	7,153,099	-	175,000	6,589,596	219,631	175,000
June. 2021	7.380%	15,000,000	15,000,000	14,640,425	311,746	375,000	13,660,187	316,770	375,000
Apr. 2022	7.250%	16,500,000	16,500,000	14,231,339	153,945	412,500	13,214,372	166,063	412,500
Feb. 2023	6.680%	11,000,000	11,000,000	10,249,517	549,014	275,000	9,872,127	130,206	275,000
Feb. 2024	6.162%	25,000,000	25,000,000	19,135,609	552,385	625,000	17,810,476	271,514	625,000
June 2025	5.534%	18,000,000	18,000,000	12,654,034	460,784	450,000	11,841,504	162,822	450,000
Mar. 2026	5.300%	25,000,000	25,000,000	15,314,094	393,202	625,000	13,823,887	227,475	625,000
Dec. 2026	4.975%	35,000,000	35,000,000	25,661,324	938,790	875,000	24,372,459	335,614	875,000
Dec. 2027	5.400%	15,000,000	15,000,000	6,200,455	-	375,000	5,432,783	104,699	375,000
Nov. 2029	5.539%	27,000,000	27,000,000	8,481,217	179,544	675,000	7,522,252	110,331	675,000
Aug. 2031	4.622%	70,000,000	70,000,000	17,849,993	602,610	1,750,000	15,634,105	381,431	1,750,000
Dec. 2033	4.500%	60,000,000	60,000,000	10,403,299	525,217	1,500,000	7,871,754	286,607	1,500,000
Mar. 2036	4.215%	120,000,000	120,000,000	8,870,888	875,934	3,000,000	6,836,088	846,356	3,000,000
		444,500,000	444,500,000	170,845,293	5,543,171	11,112,500	154,481,590	3,559,519	11,112,500

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

For the debenture debt that matures in 2025 and 2026, there are debt recoverable charges from the Province of Newfoundland and Labrador of \$422,540 and \$2,248,977 respectively, for a total of \$2,671,517. (Note 10)

CITY OF ST. JOHN'S

Schedule 3

Consolidated Schedule of Long-Term Debt

December 31, 2019

			2019		2018		
	Date of Maturity	Interest Rate	Amount Issued	Amount Outstanding	Principal Requirement in 2020	Amount Outstanding	Principal Requirement in 2019
			\$	\$	\$	\$	\$
Capital Lease							
Cisco Phone Equipment	Nov. 2022	2.037%	170,560	98,604	33,468	135,064	33,468
Canlease Office Trailer	Nov. 2021	12.975%	39,544	19,554	8,728	28,281	8,728
			210,104	118,158	42,196	163,345	42,196

CITY OF ST. JOHN'S
Schedule 4
Consolidated Schedule of Mortgages - Urban Living
Non-Profit Housing
December 31, 2019

	Date of Maturity	Interest Rate	Amount Issued	2019 Amount Outstanding	2018 Amount Outstanding
			\$	\$	\$
Newfoundland & Labrador Housing Corporation					
Hamlyn Road	Aug. 1, 2022	2.040%	2,207,290	312,933	425,862
Infill 1987	Apr. 1, 2023	2.040%	2,070,285	362,808	466,813
Gear Street - Infill 1988	Sept. 1, 2025	2.040%	1,929,560	546,349	634,814
Brookfield Road	Dec. 1, 2025	2.040%	2,203,600	643,727	743,349
Cochrane Street	Nov. 1, 2027	1.710%	745,887	259,435	291,413
Infill 1990	Nov. 1, 2026	1.640%	1,628,008	506,704	576,249
Campbell Avenue	Feb. 1, 2028	1.620%	968,952	362,247	401,958
Infill 1992	Dec. 1, 2028	2.040%	1,682,553	581,573	639,662
Canada Mortgage and Housing Corporation					
Carter's Hill	Jan. 1, 2020	1.390%	1,406,630	7,373	95,211
Infill 1985	Apr. 1, 2021	2.260%	880,530	69,265	120,568
Carter's Hill - Sebastian Court	Aug. 1, 2021	1.800%	2,031,175	195,969	311,953
Hamilton Avenue - Riverhead Towers	Feb. 1, 2019	1.920%	3,736,230	-	36,239
Fahey's Row - Infill 1983	May 1, 2019	1.820%	962,163	-	25,062
Alexander Street - Hamilton Avenue	June 1, 2019	1.820%	1,920,998	-	59,657
Carnell Street - Larkin Square	Jan. 1, 2020	1.120%	1,910,065	-	118,631
			17,754,470	3,848,383	4,947,441
Current portion				791,770	1,098,386

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

CITY OF ST. JOHN'S
Consolidated Schedule of Revenues
Year ended December 31, 2019

Schedule 5

	2019	2018
	\$	\$
Taxation		
Real property and business	168,538,784	163,835,881
Water	31,276,937	29,789,640
Utility	6,290,359	6,042,916
Accommodation	3,121,586	3,268,588
	209,227,666	202,937,025
Grants in lieu of taxes		
Government of Canada	4,855,048	4,977,084
Government of Canada agencies	982,806	945,958
Water tax grant	2,975,713	2,852,760
	8,813,567	8,775,802
Grants and transfers		
Government of Canada		
Capital grant	5,378,416	11,876,248
St. John's Transportation Commission	194,500	196,234
Gas tax funding	4,711,922	4,597,994
Other federal grants	1,393,900	1,073,926
Government of Newfoundland and Labrador		
Gas tax funding	831,153	831,153
Municipal capital grant	12,168,887	17,553,146
Capital Grant - Non-Profit Housing	44,030	71,022
Recovery of debt charges	688,172	419,652
Rental housing projects	1,124,499	1,187,974
Other provincial grants	363,853	259,882
City of Mount Pearl and Town of Paradise		
Capital contribution	191,500	349,947
City of Mount Pearl and Town of Paradise		
Public transit contribution	1,408,895	1,392,521
Capital contribution from Developers	14,550,986	4,061,097
Other grants	3,003,926	1,189,760
	46,054,639	45,060,556
Sales of goods and services		
Environmental health services		
Water sales - commercial and shipping	6,952,233	6,840,926
Tipping fees	10,852,224	10,816,351
Recycling materials	671,810	711,199
Regional Fire recovery	11,871,825	11,517,579

CITY OF ST. JOHN'S
Consolidated Schedule of Revenues
Year ended December 31, 2019

Schedule 5 (continued)

	2019	2018
	\$	\$
Sales of goods and services (continued)		
Environmental health services (continued)		
Regional Water recovery	6,822,717	6,868,018
Regional Waste Water recovery	759,036	953,342
Other	2,246,054	3,566,220
General government services	1,004,090	990,193
Transportation services		
Parking meters	590,551	818,126
Parking permits	300,837	259,639
Other	7,675	88,415
Third party charges	253,878	217,393
Sale of land	21,321	370,103
Recreation, parks and tourism	2,108,222	2,040,976
St. John's Sports & Entertainment Ltd.	7,545,130	6,708,249
Railway Coastal Museum	282,952	279,217
Other general services	1,133,501	1,074,566
	53,424,056	54,120,512
Other revenue from own sources		
Interest on tax arrears	2,024,376	2,530,724
Interest earned on portfolio investments	7,401,620	7,037,204
Fines	1,497,540	1,892,692
Construction and other permits	3,347,406	4,822,831
Interest earned	1,505,046	1,452,712
Business and amusement licenses	147,403	139,536
Rents, concessions and franchises	87,089	85,461
Apartment rentals	2,960,963	3,018,849
St. John's Transportation Commission		
Passenger fares	6,485,334	6,127,194
Charters	151,178	38,661
Transit advertising	43,337	188,602
Sundry	90,226	133,269
Civic assessments	90,332	32,525
Sub - division assessments	101,256	70,915
	25,933,106	27,571,175
Total revenue	343,453,034	338,465,070

CITY OF ST. JOHN'S
Consolidated Schedule of Expenditures
Year ended December 31, 2019

Schedule 6

	2019	2018
	\$	\$ (As Adjusted - See Note 2)
General government services		
Legislative	902,952	921,363
General government	24,587,574	24,987,992
Engineering services	8,116,025	7,216,158
Pensions and employee benefits	7,531,576	4,865,338
Employee future benefits	11,626,014	11,655,677
Other general government	475,699	405,309
	53,239,840	50,051,837
Fiscal services		
Interest on debenture debt	22,418,650	22,446,365
Non-Profit Housing mortgage interest	82,484	102,438
St. John's Transportation Commission interest	208,854	228,593
Interest on temporary bank loans	4,925	5,001
Other debt charges	65,367	63,483
	22,780,280	22,845,880
Transportation services		
Road transport		
Administration	2,787,856	2,451,830
Fleet services	1,383,070	1,426,262
Snow clearing	15,242,096	15,758,293
Streets, roads and sidewalks	12,297,119	12,162,671
Maintenance depot	1,340,156	1,255,988
Traffic services	1,801,915	1,776,074
Street cleaning	237,180	234,341
Street lighting	4,430,361	4,298,410
St. John's Transportation Commission	25,969,336	24,656,500
Parking meters	320,818	424,433
	65,809,907	64,444,802
Protective services		
Fire protection	32,575,724	31,224,113
Protective inspections	3,564,810	3,223,931
Traffic enforcement	1,596,403	2,001,327
Animal and pest control	1,322,412	1,321,090
	39,059,349	37,770,461

CITY OF ST. JOHN'S
Consolidated Schedule of Expenditures
Year ended December 31, 2019

Schedule 6 (continued)

	2019	2018
	\$	\$
Environmental health services		
Water supply and distribution	15,878,400	15,573,734
Regional Water system	6,633,471	6,399,135
Regional Waste Water system	3,868,453	3,190,184
Regional Robin Hood Bay landfill	12,775,008	14,680,107
Garbage, waste collection and disposal	6,599,241	5,506,585
	45,754,573	45,349,745
Recreation and cultural services		
Parks and open spaces	10,879,616	9,825,815
Recreation	8,867,569	8,698,659
St. John's Sports & Entertainment Ltd.	9,774,997	9,212,592
Railway Coastal Museum	369,042	379,194
Destination St. John's	1,609,184	1,609,184
Other recreation and cultural services	2,309,802	2,286,878
	33,810,210	32,012,322
Environmental development services		
Environmental planning and zoning	1,638,521	1,479,746
Housing and real estate	3,861,051	4,021,760
Other environmental development services	2,031,174	2,290,914
	7,530,746	7,792,420
Amortization and allowances		
Allowance for uncollectible accounts	924,983	2,551,391
Allowance for obsolete inventory	18,714	86,685
Loss on disposal fixed assets	997,603	1,139,765
Amortization	42,028,845	60,725,594
Amortization of Sinking Fund Premium	1,005,039	791,117
	44,975,184	65,294,552
Total expenditures	312,960,089	325,562,019

CITY OF ST. JOHN'S
Consolidated Schedule of Segmented Information
Year ended December 31, 2019

Schedule 7

	General Government Services	Fiscal Services	Transportation Services	Protective Services	Environmental Health Services	Recreation and Cultural Services	Environmental Development Services	Amortization and Allowances	Consolidated 2019	2018
									\$	\$ (As Adjusted - See Note 2)
Revenue (Schedule 5)										
Taxation	206,106,080	-	-	-	-	3,121,586	-	-	209,227,666	202,937,025
Grants in lieu of taxes	8,813,567	-	-	-	-	-	-	-	8,813,567	8,775,802
Grants and transfers	40,699,172	992,683	1,603,395	3,069	-	304,317	2,452,003	-	46,054,639	45,060,556
Sales of goods and services	10,230,312	-	573,686	11,694,997	20,850,084	10,003,832	71,145	-	53,424,056	54,120,512
Other revenue from own sources	11,863,000	-	6,826,883	3,857,441	294,750	-	3,091,032	-	25,933,106	27,571,175
	277,712,131	992,683	9,003,964	15,555,507	21,144,834	13,429,735	5,614,180	-	343,453,034	338,465,070
Expenditure (Schedule 6)										
Personnel	45,655,263	-	33,439,811	35,845,030	16,958,258	19,561,638	3,434,178	-	154,894,178	149,721,398
Contractual Services	6,637,221	-	19,811,724	2,122,521	19,788,239	6,448,168	2,981,795	-	57,789,668	53,371,820
Materials & Supplies	785,901	-	12,627,456	949,875	7,295,779	4,488,852	37,091	-	26,184,954	27,799,330
Capital Out of Revenue	111,837	-	17,296	11,226	507,582	56,835	8,843	-	713,619	511,787
Grants & Subsidies	9,625	-	(86,380)	76,584	-	1,336,647	1,035,492	-	2,371,968	3,101,761
Financial Charges	-	22,780,280	-	-	-	1,936,525	831	-	24,717,636	24,705,770
Other	39,993	-	-	54,113	1,204,715	(18,455)	32,516	44,975,184	46,288,066	66,350,153
	53,239,840	22,780,280	65,809,907	39,059,349	45,754,573	33,810,210	7,530,746	44,975,184	312,960,089	325,562,019
Excess of revenues over expenditures	224,472,291	(21,787,597)	(56,805,943)	(23,503,842)	(24,609,739)	(20,380,475)	(1,916,566)	(44,975,184)	30,492,945	12,903,051
Accumulated surplus, beginning of year									736,998,080	724,095,029
Accumulated surplus, end of year (Note 15)									767,491,025	736,998,080

CITY OF ST. JOHN'S
Consolidated PSAB Budget
Year ended December 31, 2019

Schedule 8

	City	St. John's Transportation Commission	St. John's Sports & Entertainment Ltd.	Adopted Budget	Consolidating Entries and PSAB Adjustments (Page 39)	Consolidated Budget
	\$	\$	\$	\$	\$	\$
Revenues						
Taxation	206,888,000	-	-	206,888,000	(1,624,745)	205,263,255
Grants in lieu of taxes	8,911,000	-	-	8,911,000	-	8,911,000
Grants and transfers	31,635,767	17,968,300	2,904,396	52,508,463	(10,987,481)	41,520,982
Sales of goods and services	43,231,343	-	9,358,673	52,590,016	2,203,457	54,793,473
Other revenue from own sources	14,010,912	7,995,690	-	22,006,602	6,189,200	28,195,802
	304,677,022	25,963,990	12,263,069	342,904,081	(4,219,569)	338,684,512
Expenditures						
General government services	42,712,729	-	-	42,712,729	7,222,051	49,934,780
Fiscal services	38,300,261	237,900	-	38,538,161	(13,476,611)	25,061,550
Transportation services	55,259,329	25,726,090	-	80,985,419	(15,880,878)	65,104,541
Protective services	31,783,187	-	-	31,783,187	7,935,588	39,718,775
Environmental health services	75,375,465	-	-	75,375,465	(25,551,113)	49,824,352
Recreation and cultural services	25,897,121	-	12,263,069	38,160,190	(259,743)	37,900,447
Environmental development services	15,018,921	-	-	15,018,921	(8,049,833)	6,969,088
Amortization and allowances	20,330,009	-	-	20,330,009	24,046,439	44,376,448
	304,677,022	25,963,990	12,263,069	342,904,081	(24,014,100)	318,889,981
Excess of revenue over expenditures	-	-	-	-	19,794,531	19,794,531

Council approved the City's 2019 budget on December 10, 2018

CITY OF ST. JOHN'S
Consolidating Entries and PSAB Adjustments
Year ended December 31, 2019

Schedule 8 (continued)

	\$
Revenues	
1. Eliminate transfers from reserves	(1,188,421)
2. Eliminate grants to SJSE	(3,403,200)
3. Eliminate grants to SJTC	(18,756,537)
4. Eliminate subsidy to NPH	(24,000)
5. Eliminate property taxes paid by City entities	(661,745)
6. Eliminate water revenue paid by City entities	(5,086,487)
7. Eliminate tipping fees paid by City entities	(2,182,575)
8. Eliminate general government charges	(2,704,564)
9. Eliminate debt charges recoverable	(23,973,989)
10 Record provincial capital grants	12,212,917
11 Record federal capital grants	5,378,416
12 Record other capital grants	3,003,926
13 Record capital contribution from developers	14,550,986
14 Record recovery of fire protection services	11,192,762
15 Record interest earned on sinking funds	7,401,621
16 Record gain on sale of capital assets	21,321
	<u>(4,219,569)</u>
Expenses	
1. Eliminate transfers from reserves	(3,427,679)
2. Eliminate grants to SJSE	(3,403,200)
3. Eliminate grants to SJTC	(18,756,537)
4. Eliminate subsidy to NPH	(24,000)
5. Eliminate property taxes paid by City entities	(661,745)
6. Eliminate water revenue paid by City entities	(5,086,487)
7. Eliminate tipping fees paid by City entities	(2,182,575)
8. Eliminate general government charges	(2,704,564)
9. Eliminate debt charges recoverable	(22,848,767)
10 Eliminate capital expenditures	(10,328,845)
11 Eliminate sinking fund payments	(13,176,611)
12 Eliminate principal payments on LTD	(1,175,564)
13 Eliminate recovery of fire protection services	11,192,762
14 Record amortization of capital assets	42,028,845
15 Record employee post retirement benefits	6,540,867
	<u>(24,014,100)</u>
Excess of revenues over expenditures	<u><u>19,794,531</u></u>

DECISION/DIRECTION NOTE

Title: Compliance Review of Permit to Operate a Class 4 Water Distribution System

Date Prepared: July 29, 2020

Report To: Audit Committee

Councillor and Role: N/A

Ward: N/A

Decision/Direction Required:

To approve the Compliance Review of Permit to Operate a Class 4 Water Distribution System report and the associated action plans put forth by management.

Discussion – Background and Current Status:

In accordance with the City's approved audit plan, the Office of the City Internal Auditor completed a compliance review of the City's permit to operate a class 4 water distribution system. This review was conducted within the Environmental Services Division of the Department of Public Works.

The review identified several areas for improvement. Details of these opportunities and related recommendations can be found in the attached audit report. Management have provided action plans and implementation dates for all recommendations.

The Office of the City Internal Auditor would like to thank the DCM, Public Works, the Director, Environmental Services, and the Manager, Infrastructure for their help and time during this review.

Key Considerations/Implications:

1. Budget/Financial Implications:
 - There may be budget implications depending on how management decides to mitigate the risks highlighted in the report.
2. Partners or Other Stakeholders:
 - City staff involved in water distribution
 - Users of City water distribution systems

3. Alignment with Strategic Directions/Adopted Plans:
 - The recommendations and corresponding management action plans outlined in this report align with the Sustainable City and Effective City strategic directions.
4. Legal or Policy Implications:
 - Policies and/or procedures have been recommended throughout this report.
5. Privacy Implications:
 - There may be privacy implications depending on how management decides to mitigate the risks highlighted in the report.
6. Engagement and Communications Considerations:
 - There may be engagement and communications considerations depending on how management decides to mitigate the risks highlighted in the report.
7. Human Resource Implications:
 - There may be human resource implications depending on how management decides to mitigate the risks highlighted in the report.
8. Procurement Implications:
 - There may be procurement implications depending on how management decides to mitigate the risks highlighted in the report.
9. Information Technology Implications:
 - There may be information technology implications depending on how management decides to mitigate the risks highlighted in the report.
10. Other Implications:
 - There may be other implications depending on how management decides to mitigate the risks highlighted in the report.

Recommendation:

That Council approve the Compliance Review of Permit to Operate a Class 4 Water Distribution System report and the associated action plans put forth by management.

Prepared by:

Sean Janes, CIA, CPA, CMA, CFE
City Internal Auditor

Approved by:

Sean Janes, CIA, CPA, CMA, CFE
City Internal Auditor

Report Approval Details

Document Title:	Compliance Review of Permit to Operate a Class 4 Water Distribution System.docx
Attachments:	- Water Distribution Final Audit Report.pdf
Final Approval Date:	Aug 4, 2020

INTERNAL AUDIT REPORT

**Department of Public Works – Environmental Services
Division**

**Compliance Review of Permit to Operate a Class 4 Water
Distribution System**

Assignment # 19-01

INTERNAL AUDIT REPORT

Department of Public Works – Environmental Services Division

Compliance Review of Permit to Operate a Class 4 Water Distribution System

Assignment # 19-01

David Royle, CPA,
CMA, CFP
Senior Internal Auditor
Date: June 18, 2019

Sean P. Janes, CPA,
CMA, CIA, CFE
City Internal Auditor
Date: June 18, 2019

ST. JOHN'S

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To: Chair & Committee Members, City of St. John's Audit Committee

Area Responsible: Deputy City Manager, Public Works
Director, Environmental Services
Manager, Infrastructure

Copy to: City Manager

INTRODUCTION

OBJECTIVE

The objective of the audit was to determine if the City of St. John's is in compliance with the provisions set forth in its permit to operate a class 4 water distribution system as it relates to the Water Distribution Division.

BACKGROUND

The City of St. John's ("City") operates and maintains numerous water distribution systems including surface water supplies from Windsor Lake, Bay Bulls Big Pond, Petty Harbor-Long Pond and Little Powers Pond. Additionally, the City also operates and maintains various disinfection facilities, water storage reservoirs and booster pumping stations.

The operation of these water distribution systems is pursuant to the Water Resources Act ("Act") of Newfoundland and Labrador. This legislation covers the control and management of water resources in the province. Section 37 of the Act states that a municipality, corporation or individual must first obtain a permit before work can begin on new waterworks or alterations to existing works. Permits are issued under the discretion of the Minister of Municipal Affairs and Environment ("Minister") in accordance with the Act.

Permits specify various obligations that must be met in order to operate a water distribution system. The City's permit to operate its water distribution system was issued on March 1, 2004. The permit provides guidance on various aspects of water distribution systems including operations, monitoring, emergency situations, record keeping and operator education, training and certification.

Failure to comply with the terms and conditions of the permit would render the permit null and void and place the City in violation of the Act. Consequently, the City would no longer be able to operate any water distribution system and would also be responsible for taking any remedial measures prescribed by the Minister. Given the importance of the City's water distribution system to the residents of St. John's, it is critical that the City fully complies with the provisions of its permit.

The City's Environmental Services Division is responsible for the operation and maintenance of the water distribution systems and related permit to operate. While meeting the obligations of the permit is a shared responsibility among various employees, the Infrastructure Manager plays an important role in ensuring compliance.

METHODOLOGY & SCOPE

To meet the audit objective, Internal Audit reviewed the Water Resources Act to gain an understanding of its various provisions and overall purpose. Additionally, the Guide to the Water Resources Act, as prepared by the Government of Newfoundland and Labrador, was reviewed to further our understanding of the Act.

Interviews were held with management and staff to gather relevant background information for the audit. The City's permit to operate a class 4 water distribution system was also obtained and reviewed by Internal Audit to determine the requirements for compliance. Audit procedures included observing the City's

water distribution related practices and reviewing supporting documentation including reports, logs and manuals.

The scope of the audit was limited to the City's compliance with its permit to operate a class 4 water distribution system. Other City public drinking water permits, such as the permit to operate a water treatment plant, were outside the scope of the audit.

Furthermore, only sections of the permit directly under the control of the Infrastructure Manager were reviewed for compliance. Other activities, such as water quality testing, are conducted at the City's individual water plants and were scoped out of the audit.

EXECUTIVE SUMMARY

Internal Audit's compliance review of the permit to operate a class 4 water distribution system was undertaken in accordance with the approved three-year audit plan.

The operation of the City's water distribution system is within the purview of the Water Resources Act of Newfoundland and Labrador. Per the Act, those responsible for new water works or alterations to existing works must first obtain a permit before proceeding. The City's permit to operate its water distribution system was issued on March 1, 2004.

The objective of the audit was to determine if the City of St. John's is in compliance with the provisions set forth in its permit to operate as it relates to the Water Distribution Division only. The permit includes requirements that fall under the responsibility of other divisions such as the water treatment plants and as such they were not included in the scope of this review.

The audit noted numerous positive controls such as the use of maintenance schedules to help ensure equipment is in good operation and management review. However, the audit also identified areas for improvement. These include:

- Ensuring audit trails are properly documented to help ensure proper management due diligence can be proven. This includes:
 - Preparing Mechanical Maintenance Record Forms for all required maintenance,
 - Recording service call numbers on the appropriate maintenance schedules and/or logbooks,
 - Recording management sign-off, with dates, on the appropriate maintenance schedules and/or logbooks, etc.

- Recording the number of hours of training that each foreperson and supervisor receive each year in the training spreadsheet so that compliance with the required 24 hours of annual training can be more easily proven.
- Ensuring that tenders for work on the City's water distribution system include a term requiring that bidders must have training in relation to the particular aspect of the operation and maintenance that they have been contracted to perform as outlined in Section 14 of the permit to operate.
- Ensuring all requests for asbestos related work such as tenders, proposals and low value purchase orders include the requirement that the work must be carried out according to the Asbestos Abatement Regulations.

Additional recommendations of a less significant nature can be found in the body of the report. It should be noted that management have agreed to implement all recommendations.

DETAILED ANALYSIS

Issue 1.1 – Pressure Reducing Valves (Section 10)

Section 10 of the permit pertains to maintenance schedules for task specific items such as pressure reducing valves. It states that maintenance schedules must be maintained for task specific items that are completed on a daily, weekly, monthly, or other periodic basis.

Pressure reducing valves (“PRV”) are designed to reduce incoming water or steam pressure to a safer constant predetermined downstream level. Maintenance on these valves must be documented in a formulized maintenance schedule.

A Mechanical Maintenance Record Form (“Record Form”) is used by the Water Distribution Division, which outlines the PRV maintenance to be performed and captures the related service call number. When the PRV maintenance is performed, the valve pressure readings and other information is documented in a logbook. Internal Audit reviewed the logbook along with a sample of Records Forms. Our review disclosed the following:

- i) PRVs are tested monthly (approximately) and readings are recorded in the logbook. While entries in the logbook are initialed by the employee performing the test, they are not signed and dated by the Water and Wastewater Foreperson to indicate review and approval.
- ii) Service call numbers on the Record Form are not recorded in the logbooks. This omission impedes the audit trail making it difficult to trace entries in the logbook to the corresponding Record Form.

As a result, although the Water Distribution Division appears to be maintaining a maintenance schedule for PRV's in-line with Section 10 of the permit to operate, lack of proper audit trails makes it difficult to determine if any required maintenance is performed and reviewed in a timely manner.

Recommendation 1.1

To ensure that the maintenance is performed and reviewed in a timely manner, accountability is established, and a proper audit trail exists; management should:

- i) ensure the service call number from the Record Form is recorded in the logbook next to the issue noted.
- ii) have a foreperson sign and date each reading in the logbook to indicate the work was completed as required and in a timely manner.
- iii) review, sign and date each page of the logbook to ensure the readings are signed and dated by the foreperson and service call numbers are recorded next to the issue noted.

Management Response and Action Plan 1.1

We agree with the above noted recommendations.

Conclusion 1.1

The recommendation will be implemented as stated above.

Action By: Manager, Infrastructure

Action Date: Dec 2020

Information Only: DCM, Public Works
Director, Environmental Services

Issue 1.2 – Hydrant Flushing, Hydrant Pressure and Maintenance and Valve Exercising (Section 10)

Section 10 of the permit also pertains to maintenance schedules for items such as hydrant flushing, hydrant pressure and maintenance and valve exercising. It states that maintenance schedules must be maintained for task specific items that are completed on a daily, weekly, monthly or other periodic basis.

To test for compliance with this section Internal Audit obtained and reviewed maintenance schedules for the following processes:

- **Hydrant flushing**, which is a method of cleaning water mains through a network of flushing sequences with the water being discharged from a fire hydrant. This type of flushing increases the speed of the water flow in the water main, which produces a scouring action to remove sediment deposits.
- **Hydrant pressure readings and maintenance** involves testing hydrant water pressure and ensuring the hydrants are in good working condition. This involves checking if the hydrant needs to be painted, if the hydrant caps are adequate and greased and if the gaskets need to be replaced.
- **Valve exercising**, which is a systematic program to locate and exercise water valves to ensure they function properly. Valve exercising involves operating a valve through its full cycle and returning it to its normal position to prevent buildup of deposits that could render the valve inoperable.

If a problem is noted with one of the above processes it is documented in the respective schedule. Examples of issues noted in the schedules include inoperable valves, inadequate gaskets and hydrants requiring new paint. However, Mechanical Maintenance Record Forms are not prepared for the work

that needs to be completed, the schedules do not reference a related service call number to indicate that the problem was addressed, nor do they capture the date the issue was resolved.

As a result, although the Water Distribution Division appears to be keeping maintenance schedules for the above noted tasks, in-line with Section 10 of the permit to operate, lack of proper audit trails makes it difficult to determine if any required maintenance is performed and reviewed in a timely manner.

Recommendation 1.2

To ensure that the maintenance is performed and reviewed in a timely manner, issues are followed-up and a proper audit trail exists; management should:

- i) have a Mechanical Maintenance Record Form prepared and approved for the work to be done.
- ii) record the Service Call number from the Mechanical Maintenance Record Form on the schedule.

Management Response and Action Plan 1.2

We agree with the above noted recommendations.

Conclusion 1.2

The recommendations will be implemented as stated above.

Action By: Manager, Infrastructure

Action Date: Apr 2021

Information Only: DCM, Public Works
Director, Environmental Services

Issue 1.3 Regular Inspection Routine (Section 10)

An inspection of the water distribution equipment in Kilbride was performed by an outside contractor on December 11, 2018. The details of the inspection were captured in a “maintenance check list” document prepared by the contractor. Internal Audit obtained a copy of this document and noted that the contractor indicated the “engine is wet stacked and requires a load test”. However, there was no reference to a service call number on the document to indicate if the test had been done and who performed the work. Additionally, there was no evidence of management review on the document as it was not signed and dated.

Recommendation 1.3

To ensure that the maintenance inspections are reviewed in a timely manner, issues are followed-up and a proper audit trail exists; management should:

- i) sign and date the inspection document.
- ii) have a Mechanical Maintenance Record Form prepared and approved for the work to be done.
- iii) record the Service Call number from the Mechanical Maintenance Record Form on the inspection document.

Management Response and Action Plan 1.3

We agree with the above noted recommendations.

Conclusion 1.3

The recommendations will be implemented as stated above.

Action By: Manager, Infrastructure

Action Date: Feb 2021

Information Only: DCM, Public Works
Director, Environmental Services

Issue 1.4 Training (Section 13)

Section 13 of the permit stipulates that foremen and supervisors must receive a minimum of 24 hours of related training per year. Such training is documented by Environmental Services in a spreadsheet. Internal Audit obtained a copy of this spreadsheet and reviewed it for compliance.

The spreadsheet contained the name of the employee, the topic of the training and the date the training was completed. However, the number of hours attributable to each training session was not recorded. Therefore, Internal Audit could not determine if the required training hours per year were met.

Recommendation 1.4

For each employee, management should record the number of hours for each training session and ensure that the required 24 hours of training per year is met.

Management Response and Action Plan 1.4

We agree with the above noted recommendations.

Conclusion 1.4

The recommendations will be implemented as stated above.

Action By: Manager, Infrastructure

Action Date: Jun 2021

Information Only: DCM, Public Works
Director, Environmental Services

Issue 1.5 Contractors (Section 14)

Section 14 of the permit requires Contractors who do work on the distribution system on behalf of the City to be trained in the particular aspect of the operation and maintenance that they have been contracted to perform.

Internal Audit discussed this requirement with management, and they indicated the majority of work on the water distribution system is tendered out. However, the tenders do not specify that the contractors must be trained as stipulated in Section 14. Such a term should be added to water distribution system related tenders going forward.

Recommendation 1.5

Management should ensure that tenders for work on the City's water distribution system include a term requiring that bidders must have training in relation to the particular aspect of the operation and maintenance that they have been contracted to perform as outlined in Section 14 of the permit to operate.

Management Response and Action Plan 1.5

We have contacted the Provincial Government and they have clarified the intent of Section 14 – this section is intended for contractors that would operate the water distribution system for the City. The City does not contract out the operation or management of the water distribution system, all operations are completed by City staff. However, they did state that contractors completing work on the water distribution system must submit documentation such as as-built drawings and testing results for any work completed.

Conclusion 1.5

Management have indicated that they will ensure the division operates in accordance with Section 14 of the permit to operate.

Action By: Manager, Infrastructure

Action Date: Jun 2021

Information Only: DCM, Public Works
Director, Environmental Services

Issue 1.6 Cross Connection Control Program (Section 17)

Cross-connections are present in every drinking water supply system and, depending on the size of the system, hundreds or thousands of potential cross-connections can exist. Cross-connections that are not protected against backflow are potentially a dangerous source of contamination. When backflow occurs through an unprotected cross-connection, pollutants and contaminants can enter the system and be delivered to residents.

Section 17 of the permit to operate attempts to minimize this risk by mandating a cross connection control program. The permit states that the program should include ongoing backflow prevention testing and maintenance of cross connection control equipment.

The City uses contractors to perform the backflow prevention testing. Prior to performing the testing, a contractor must obtain a license from the City by completing an Application for Backflow Prevention Device Tester License ("Application"). Once approved, the contractor conducts the testing and documents the results in a City standardized form called Premises Isolation Testing and Inspection Report ("Inspection Report"). The Inspection Report is submitted to the Cross-Connection Control Technician to review.

Internal Audit obtained samples of both the Applications and Inspection Reports and found that three of the Applications reviewed did not have the application approval section (section 5) completed. The form states that this section should be completed by the City's Inspector. Additionally, the Inspection Report does not include a section for the Cross-Connection Control Technician to sign and date to indicate evidence of review and approval.

Recommendation 1.6

To ensure a proper audit trail exists so that the City can demonstrate due diligence in its compliance with Section 17 of the Permit to Operate management should:

- i) ensure that section 5 of the Application for Backflow Prevention Device Tester License is completed on all applications.
- ii) revise the Premises Isolation Testing and Inspection Report to include a section for the Cross-Connection Control Technician to sign and date.

Management Response and Action Plan 1.6

We agree with the above noted recommendations.

Conclusion 1.6

The recommendations will be implemented as stated above.

Action By: Manager, Infrastructure

Action Date: Mar 2021

Information Only: DCM, Public Works
Director, Environmental Services

Issue 1.7 Eye Wash Stations (Section 22)

Section 22 of the permit requires the City to adequately maintain its eye wash stations. This includes that they be checked and flushed regularly. To determine compliance, Internal Audit inspected two eye wash stations located in the City Depot. Both stations had dust on them and there was no log kept documenting the last time the stations had been inspected and flushed. As a result, it was difficult to determine if the eye wash stations are being maintained as required.

Recommendation 1.7

Management should ensure that eye wash stations are maintained through regular inspections and a log is kept recording who performed the inspections and when they were performed. Furthermore, although Internal Audit only inspected the two stations at the City Depot, this recommendation is applicable to all the City's eye wash stations that are subject to the permit to operate.

Management Response and Action Plan 1.7

We agree with the above noted recommendations.

Conclusion 1.7

The recommendations will be implemented as stated above.

Action By: Manager, Infrastructure

Action Date: Oct 2020

Information Only: DCM, Public Works
Director, Environmental Services

Issue 1.8 Asbestos Abatement (Section 26)

The Government of Newfoundland and Labrador's Asbestos Abatement Regulations 1998 ("Regulations") provides safe handling procedures to minimize exposure to airborne asbestos fibre released from asbestos containing material. Section 26 of the permit to operate indicates that when dealing with asbestos cement pipe, any removal, handling or transport and disposal of asbestos must be done pursuant to these Regulations.

Discussions were held with management to determine Section 26 compliance. Management indicated that there was a single occurrence over the last two years when they had to deal with asbestos and that work was contracted out. The work

involved cutting and disposing of asbestos pipe and was contracted through a low value purchase order (“LVPO”). Internal Audit obtained a copy of the LVPO and noted that there was no reference that the work had to be done according to the Regulations. As a result, it was difficult to determine if management performed the necessary due diligence to be in compliance with Section 26 of the permit.

Recommendation 1.8

When dealing with asbestos, management should ensure that requests for work (LVPO, tenders, etc.) include the requirement that the work must be carried out according to the Asbestos Abatement Regulations.

Management Response and Action Plan 1.8

The handling of asbestos pipe material is a very infrequent activity (average once per year), we typically engage a contractor to complete the work. We will ensure that the contractor provides documentation that the work is completed in accordance with the Regulations.

Conclusion 1.8

The recommendation will be implemented as stated above.

Action By: Manager, Infrastructure

Action Date: Jun 2021

Information Only: DCM, Public Works
Director, Environmental Services

ST. JOHN'S

Minutes of Special Events Regulatory Committee

Date: August 5, 2020

Time: 2:00 p.m.

Location: Virtual

Present: Jennifer Langmead, Supervisor - Tourism and Events
Christa Norman, Special Events Coordinator
David Day, Manager of Emergency Preparedness
Betty Clarke, Manager of Risk and Recovery
Mike Adam, Operations Supervisor - Parks
Randy Carew, Manager Regulatory Services
Robert Fowler, SJRFD
Sharon Metcalfe, Service NL
Steve Fagan, Supervisor - Traffic Analysis
Bob O'Donnell, St. John Ambulance
Jamie Korab, Council Lead
Chris Pitcher, Supervisor of Parking Services

Regrets: Tanya Haywood, DCM - Community Services
Karen Didham, RNC
Mike Provencher, Eastern Health
Gary Power, SJRFD
Craig Hapgood, NL Liquor

Staff: Maureen Harvey, Legislative Assistant

Others: Carla Pardy (alternate for Gary Power - SJRFD)
Seamus O'Keefe, Promoter

NEW BUSINESS

On the Road with Shanneyganock and Friends Tour

A request has been made from Logy Bay Entertainment Group Inc. to hold a Drive-In Concert on the parking lot of the former Target/Zellers Store located on Stavanger Drive starting August 21, 2020 (5 pm) to August 23, 2020 (10 pm). Details of the proposed event are located in the attached application form.

This will be referred to Council through an e-poll, given the time sensitivity.

Recommendation:

That Council approve the application from Logy Bay Entertainment Group Inc. to host a drive-in concert for three nights commencing August 21, 2020 on the former Target/Zellers Parking Lot subject to meeting all regulatory requirements.

CARRIED UNANIMOUSLY

7. ADJOURNMENT

There being no further business, the meeting adjourned at 2:44 pm.

JENNIFER LANGMEAD, CHAIR

DECISION/DIRECTION NOTE

Title: On the Road with Shanneyganock and Friends Concert Tour

Date Prepared: August 5, 2020

Report To: Special Events Regulatory Committee

Councillor and Role: N/A

Ward: N/A

Decision/Direction Required: Council approval of On the Road with Shanneyganock and Friends Concert Tour

Discussion: Background and Current Status: Special Events Regulatory Committee has received an application from Logy Bay Entertainment Group Inc. regarding On the Road with Shanneyganock and Friends Concert Tour.

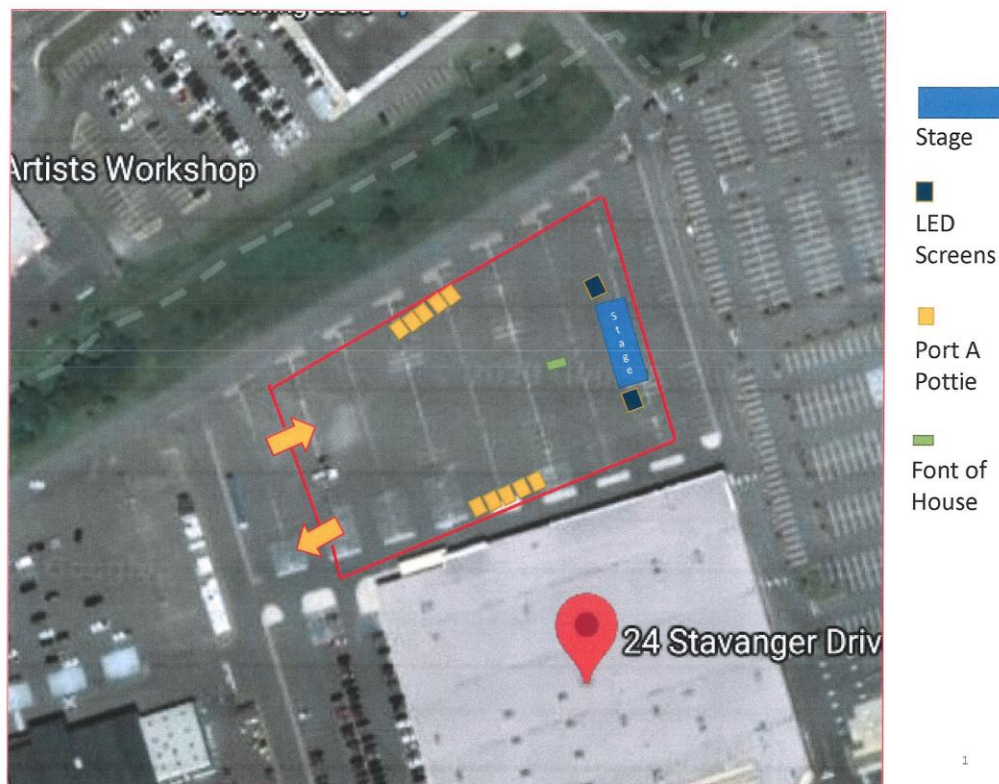
Friday August 21 – Sunday August 23
5pm (gates open)
Concert: 7pm – 10pm
24 Stavanger Drive (old Target parking lot)

This event is a drive in concert series. Patrons will be required to stay in their vehicles at all times (to be enforced by hired security), with the exception of using the portable toilets. Tickets will be pre-sold online only. Patrons will tune into the concert through their car radio. Concession food (chips, chocolate, soda) can be purchased online, and will be delivered to each vehicle through contactless delivery. There will be no alcohol or food vendors present at this event.

This event has been approved by Public Health.

This event is subject to the terms and conditions of the Special Events Regulatory Committee.

ST. JOHN'S

**Key Considerations/Implications:**

1. Budget/Financial Implications: N/A
2. Partners or Other Stakeholders: Organizer has secured approval from private property owner.
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:

Recommendation:

That Council approve the On the Road with Shanneyganock and Friends Concert Tour.

Prepared by: Christa Norman, Special Projects Coordinator

Approved by: Jennifer Langmead, Supervisor – Tourism and Events

Report Approval Details

Document Title:	On the Road with Shanneyganock and Friends.docx
Attachments:	
Final Approval Date:	Aug 6, 2020

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

Jennifer Langmead - Aug 5, 2020 - 3:38 PM

Tanya Haywood - Aug 6, 2020 - 9:13 AM

Result of E-Poll – August 6, 2020

On the Road with Shanneyganock and Friends Concert Tour

Special Events Regulatory Committee

An application was submitted by Logy Bay Entertainment Group Inc. regarding the
On the Road with Shanneyganock and Friends Concert Tour.

Councillor	Agree	Disagree	Did Not Vote
Mayor Breen	X		
Deputy Mayor O'Leary	X		
Councillor Burton	X		
Councillor Lane	X		
Councillor Hickman	X		
Councillor Hanlon			X
Councillor Stapleton	X		
Councillor Korab	X		
Councillor Froude	X		
Councillor Collins	X		

**Development Permits List
For the Period of July 30, 2020 To August 12, 2020**

Code	Applicant	Application	Location	Ward	Development Officer's Decision	Date
OTH		Road Repairs	Parkers Pond Road	4	Approved	20-07-30
RES		Demo Rebuilding Single Detached Dwelling	113 Rennie's Mill Road	4	Approved	20-07-30
IND		Site Improvements	418 Logy Bay Road	2	Approved	20-08-31
RES		Home Office for Admin of Eavestrough & HRV Business	45 Hawker Crescent	4	Approved	20-08-04
RES		Home Office for Web Design	123 Forest Road	2	Approved	20-08-06
COM	Powers Brown Architecture	Proposed Office & Retail Building	331 Water Street	2	Approved	20-08-06
COM		Home Office – Electrical Contractor	28 Otter Drive	1	Approved	20-08-06
COM	Tract Consulting	Parking Lot Repairs	10 Bennett Ave	2	Approved	20-08-10
COM	EXP Services Inc	Site Work & Improvements	37 Harding Road	2	Approved	20-08-10
COM	Redwood Construction Limited	Medical Facility Hub	40 Newtown Road	2	Approved	20-08-11
COM	49803 Newfoundland & Labrador Ltd.	Site Trailer & Accessory Building	140 Ridge Road	4	Approved	20-08-12

* Code Classification:
 RES - Residential INST - Institutional
 COM - Commercial IND - Industrial
 AG - Agriculture
 OT - Other

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

Lindsay Lyghtle Brushett
Supervisor - Planning and Development

Permits List
Council's August 17, 2020 Regular Meeting

Permits Issued: 2020/07/30 to 2020/08/12

BUILDING PERMITS ISSUED

Residential

Location	Permit Type	Structure Type
1 Salmonier Pl	Deck	Patio Deck
1 Walsh's Lane	Site Work	Single Detached Dwelling
10 Veitch Cres	Renovations	Single Detached Dwelling
108 Gower St	Renovations	Semi Detached Dwelling
11 Maurice Putt Cres	New Construction	Single Detached Dwelling
11 Royal Oak Dr	Renovations	Single Detached Dwelling
11 Winter Pl	Renovations	Semi Detached Dwelling
123 Forest Rd	Fence	Fence
137 Great Eastern Ave	Fence	Fence
14 O'regan Rd	Deck	Patio Deck
14 Reeves Pl	Site Work	Swimming Pool/Hot Tub
14-16 Young St	Renovations	Townhousing
15 Dunn's Pl	Site Work	Single Detached Dwelling
152 Carrick Dr	Accessory Building	Accessory Building
154 Airport Heights Dr	Deck	Patio Deck
156 Portugal Cove Rd Apt 207	Renovations	Condominium
16 Munich Pl	New Construction	Single Detached Dwelling
16 Murphy's Lane	Site Work	Swimming Pool/Hot Tub
161 Sugarloaf Rd	Renovations	Single Detached Dwelling
17 Frampton Ave	New Construction	Single Detached Dwelling
18 Jamie Korab St	Accessory Building	Accessory Building
18 Padre Nangle Pl	Accessory Building	Accessory Building
19 Devine Pl	Deck	Patio Deck
19 Emerson St	Renovations	Single Detached Dwelling
19 Frampton Ave	New Construction	Single Detached Dwelling
194 Old Petty Harbour Rd	Accessory Building	Accessory Building
2 Cape Fox St	New Construction	Single Detached w/ apt.
2 Ginger St	Accessory Building	Accessory Building
2 Lilac Cres	Fence	Fence
20 Waterford Hts S	Renovations	Single Detached Dwelling

22 Gorman Ave	Renovations	Single Detached w/ apt.
22 Hazelwood Cres	Deck	Patio Deck
24 Ballylee Cres	Fence	Fence
24 Battery Rd	Renovations	Single Detached Dwelling
24 Battery Rd	Deck	Patio Deck
24 Main Rd	Accessory Building	Accessory Building
240-244 Petty Harbour Rd	Accessory Building	Accessory Building
25 Lundrigan's Rd	Deck	Patio Deck
26 Caravelle Pl	Accessory Building	Accessory Building
26 Colville St	Extension	Accessory Building
26 Howley Ave Exten	Renovations	Single Detached Dwelling
27 Rose Abbey St	Accessory Building	Accessory Building
28 Baker St	Renovations	Single Detached Dwelling
28 Glenlonan St	Accessory Building	Accessory Building
28 Gold Medal Dr	Accessory Building	Accessory Building
28 Otter Dr	Change of Occupancy	Home Office
29 Barnes Rd	Fence	Fence
29 Dunkerry Cres	Renovations	Single Detached Dwelling
3 Ayre Pl	Renovations	Single Detached Dwelling
3 Ayre Pl	Renovations	Single Detached w/ apt.
3 Cypress St	Change of Occupancy	Home Occupation
3 Peppertree Pl	Change of Occupancy/Renovations	Subsidiary Apartment
3 Williams Hts	Deck	Patio Deck
30 Tobin's Rd	Accessory Building	Accessory Building
31 Frecker Dr	Site Work	Single Detached Dwelling
31 Frecker Dr	Fence	Fence
31 Frecker Dr	Deck	Patio Deck
318 Waterford Bridge Rd	Renovations	Single Detached Dwelling
33 Larkhall St	Fence	Fence
33 Newtown Rd	Deck	Patio Deck
33 Newtown Rd	Fence	Fence
34 Burry Port St	Fence	Fence
34 Willenhall Pl	Fence	Fence
357 Groves Rd	Accessory Building	Accessory Building
36 Cherokee Dr	New Construction	Swimming Pool/Hot Tub
36 Cherokee Dr	Deck	Patio Deck
38 Barter's Hill Pl	Fence	Fence
39 Ballylee Cres	New Construction	Single Detached Dwelling

4 Exeter Ave	Renovations	Single Detached Dwelling
4 Gardiner Pl	Deck	Patio Deck
41 Ballylee Cres	New Construction	Single Detached Dwelling
42 Jordan Pl	Accessory Building	Accessory Building
43 Densmore's Lane	Extension	Single Detached Dwelling
45 Hawker Cres	Change of Occupancy	Home Office
48 Henry Larsen St	Deck	Patio Deck
5 Blackmarsh Rd	Fence	Fence
5 Cornwall Ave	Deck	Patio Deck
5 Derby Pl	Fence	Fence
50 Bellevue Cres	Renovations	Single Detached Dwelling
50 Poplar Ave	Fence	Fence
51 Flower Hill	Deck	Patio Deck
52 Spruce Grove Ave	Deck	Patio Deck
52-54 Petty Harbour Rd	Deck	Patio Deck
53 Prescott St	Renovations	Townhousing
535 Main Rd	Site Work	Single Detached Dwelling
56 Palm Dr	Accessory Building	Accessory Building
58 Duntara Cres	Fence	Fence
6 Cherrybark Cres	Accessory Building	Accessory Building
6 Golf Course Rd	Fence	Fence
6 Hunt Pl	Site Work	Fence
6 Maclaren Pl	Fence	Fence
6 Mount Pleasant Ave	Deck	Patio Deck
6 Mount Pleasant Ave	Fence	Fence
6 Ordnance St	Renovations	Single Detached Dwelling
63 Great Eastern Ave	Deck	Patio Deck
647 Topsail Rd	Renovations	Single Detached w/ apt.
65 Eastbourne Cres	Deck	Patio Deck
67 Calver Ave	Accessory Building	Accessory Building
67-69 Sunset St	Accessory Building	Accessory Building
67-69 Sunset St	Deck	Patio Deck
71 Diamond Marsh Dr	New Construction	Single Detached Dwelling
71 Duckworth St	Deck	Patio Deck
71 Old Bay Bulls Rd	Accessory Building	Accessory Building
72 Bonaventure Ave	Fence	Fence
73 Guzzwell Dr	Accessory Building	Accessory Building
74 Beaver Brook Dr	Site Work	Swimming Pool/Hot Tub
78 Beaver Brook Dr	Site Work	Driveway

78 Edison Pl	Accessory Building	Accessory Building
79 Newtown Rd	Deck	Patio Deck
82 Maurice Putt Cres	Accessory Building	Accessory Building
89 Diamond Marsh Dr	New Construction	Single Detached Dwelling
9 Adventure Ave	New Construction	Single Detached Dwelling
9 Flavin St	Renovations	Townhousing
9 Pine Bud Ave	Accessory Building	Accessory Building
9 William St	Renovations	Semi Detached Dwelling
93 Water St Unit 402	Deck	Patio Deck

This Week: \$3,016,456.34

Commercial

Location	Permit Type	Structure Type
120 Kenmount Rd	Extension	Car Sales Lot
125 Kelsey Dr	Change of Occupancy	Office
16 Harbour View Ave	Sign	Other
235 Water St	Renovations	Office
24 Peet St	Sign	Car Sales Lot
260-268 Water St	Change of Occupancy/Renovations	Patio Deck
288 Duckworth St	Change of Occupancy/Renovations	Patio Deck
331 Water St	New Construction	Office
340 Water St	Change of Occupancy	Tavern
355 Main Rd	Sign	Retail Store
389 Elizabeth Ave	Deck	Patio Deck
4 Holdsworth St	Change of Occupancy	Eating Establishment
45 Danny Dr Bldg C8	Sign	Other
47 Danny Dr Bldg C7	Sign	Clinic
50 Harbour Dr	Change of Occupancy/Renovations	Patio Deck
7-9 Queen St	Change of Occupancy	Restaurant
83 Duckworth St	Renovations	Other
90 Duckworth St	Change of Occupancy/Renovations	Patio Deck

This Week: \$12,577,442.67

Government/Institutional

Location	Permit Type	Structure Type
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This Week: \$0.00

Industrial

Location	Permit Type	Structure Type
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This Week:	\$0.00
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Demolition

Location	Permit Type	Structure Type
19 Pine Bud Pl	Demolition	Single Detached Dwelling
369 Blackmarsh Rd	Demolition	Single Detached Dwelling
52 Stamp's Lane	Demolition	Single Detached Dwelling
57 Roche St	Demolition	Single Detached Dwelling

This Week:	\$67,604.75
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This Week's Total:	\$15,661,503.76
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REPAIR PERMITS ISSUED:

\$328,574.14

NO REJECTIONS

YEAR TO DATE COMPARISONS			
August 17, 2020			
TYPE	2019	2020	% Variance (+/-)
Residential	\$24,096,286.89	\$24,301,745.41	1
Commercial	\$76,287,964.97	\$123,144,558.72	61
Government/Institutional	\$1,577,350.00	\$136,500.00	-91
Industrial	\$3,000.00	\$3,000.00	N/A
Repairs	\$1,694,606.00	\$1,674,117.38	18
TOTAL	\$103,659,207.86	\$149,259,921.51	44
Housing Units (1 & 2 Family Dwelling)	59	73	

Respectfully Submitted,

Jason Sinyard, P.Eng., MBA

Deputy City Manager
Planning, Engineering and Regulatory Services

MEMORANDUM

Weekly Payment Vouchers For The Week Ending August 5, 2020

Payroll

Public Works \$ 490,094.97

Bi-Weekly Administration \$ 864,497.90

Bi-Weekly Management \$ 969,518.09

Bi-Weekly Fire Department \$ 886,940.75

Accounts Payable \$ 1,636,953.53

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

Total: \$ 4,848,005.24

ST. JOHN'S

DEPARTMENT OF FINANCE

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

MEMORANDUM

Weekly Payment Vouchers For The Week Ending August 12, 2020

Payroll

Public Works	\$ 458,437.34
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Bi-Weekly Casual	\$ 109,719.76
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Accounts Payable	\$ 6,188,418.73
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(A detailed breakdown available [here](#))

Total:	\$ 6,756,575.83
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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

DEPARTMENTAL APPROVAL REQUEST/RFP

Commodity/Bid #: 2020112 - Supply and Delivery for Lease, 1 new, not previously used, rubber-tired articulating Loader

Date Prepared: Wednesday, August 5, 2020

Report To: Regular Meeting

Councillor and Role: Councillor Ian Froude, Public Works & Sustainability

Ward: N/A

Department: Public Works

Quotes Obtained By: Sherry Kieley

Budget Code: Roads Leasing budget for 4 months and Regional waste budget for 8 months per year.

Source of Funding: Operating

Purpose:
To operate in the snow dump at Robin Hood Bay and to load rock fill for the tipping face.

Proposals Submitted By:

Vendor Name
Toromont CAT
Brandt – John Deere

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

Contract Duration: 48 Months

Recommendation:
THAT Council award to the bidder with the highest points, Toromont CAT, for the amount \$13,163.23 per month.

Attachments:

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Report Approval Details

Document Title:	202112 - Lease of one Loader for Snow Dump and Robin Hood Bay.docx
Attachments:	
Final Approval Date:	Aug 10, 2020

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

David Crowe - Aug 6, 2020 - 8:09 AM

No Signature found

Andrew Niblock - Aug 7, 2020 - 7:25 AM

Lynnann Winsor - Aug 10, 2020 - 9:16 AM

DEPARTMENTAL APPROVAL REQUEST/RFP

Commodity/Bid #: RFP #2020054 – Mobile Wireless Devices and Data Services
Date Prepared: Wednesday, August 12, 2020
Report To: Regular Meeting
Councillor and Role: Councillor Dave Lane, Finance & Administration
Ward: N/A

Department: Office of the City Clerk/Office of the City Manager
Quotes Obtained By: Elaine Henley, City Clerk
Budget Code: 52132 (cellular) – all departments
Source of Funding: Operating

Purpose:

This contract is for a period of six years (upgrade of all devices to occur after 36 months into contract) for the supply, delivery, implementation and related support and maintenance of mobile wireless devices and data. The contract includes the cost for mobility devices and their usage (subsidized device cost and monthly usage) and the total contract cost is based on the current inventory. Bell Mobility had the lowest cost on both the devices and voice/data plans. It is relevant to note that the cost is an estimate only, recognizing that the number of users, devices and/or both can change based on need.

Proposals Submitted By:

Vendor Name
Bell Mobility
Telus
Rogers

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

Contract Duration: Six Years

Recommendation:

That Council award contract #2020054 for Mobile Wireless Devices and Data Services to Bell Mobility at an approximate cost of \$120,000 per year for an estimated total cost of \$720,000 over the six-year contract period.

Attachments:

ST. JOHN'S

DECISION/DIRECTION NOTE

Title: 74 Circular Road, Designated Heritage Building, Exterior Renovations REN2000328

Date Prepared: August 5, 2020

Report To: Regular Meeting of Council

Councillor and Role: Councillor Maggie Burton, Planning & Development

Ward: Ward 2

Decision/Direction Required:

To seek approval for exterior renovations of a Designated Heritage Building, located at 74 Circular Road (Canada House).

Discussion – Background and Current Status:

The City has received an application for exterior renovations at 74 Circular Road (Canada House). The subject property is located in the Residential Low Density District of the St. John's Municipal Plan, Heritage Area 2, and is zoned Residential Special-1 (RA1). The building is designated by Council as a Heritage Building.

Any exterior alterations to a designated Heritage Building require Council's approval. At its May 13, 2019, regular meeting, Council directed that minor maintenance applications for designated Heritage Buildings can be evaluated by staff and sent directly to a Council meeting for Council's approval. The applicant is proposing to properly weatherguard the roof, replace existing shingles, and replace existing aluminum cladding with spruce clapboard and trim. There is significant leaking and the roof needs urgent repair.

The applicant has been working with the City and various heritage organizations to discover the history of the building. Attached are historic photos. The applicant intends to restore the house to its original characteristics as close as possible. Upon removing the aluminum siding, features such as the sunrise pattern over the front door and decorative millwork in the gables have been revealed. The applicant would like to restore some of these features. The City will always encourage applicants to restore original details of historic buildings, and therefore the cladding replacement and restoration of decorative details is recommended.

The applicant is also proposing interior renovations which are not regulated for heritage review. However, in association with the proposed interior renovations (removing a wall), the applicant is asking to remove the chimney on the right (east) side of the house. The chimney is no longer connected to a fireplace, and the interior renovations combined with the poor condition of the chimney and leaking roof have rendered the chimney useless to the applicant. While the three chimneys are listed in the Statement of Significance, they are not character-defining elements. Further, the house is not symmetrical on the front, so the removal of the

ST. JOHN'S

chimney on one side will not affect its design as seen from the street. Given that the other chimneys will remain, it is recommended to approve the renovations as requested, including removal of the chimney on the right (east) side of the house.

Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Property owner; various heritage organizations; MUN Centre for Newfoundland Studies.
3. Alignment with Strategic Directions/Adopted Plans:
St. John's Strategic Plan 2019-2029 – A Sustainable City – Plan for land use and preserve and enhance the natural and built environment where we live.
4. Legal or Policy Implications: Exterior alterations to a designated Heritage Building must be approved by Council.
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 exterior renovations at 74 Circular Road, a designated Heritage Building, as proposed.

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

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

Subject Property
74 Circular Road



Chimney to be Removed



Report Approval Details

Document Title:	74 Circular Road, Designated Heritage Building, Exterior Renovations REN2000328.docx
Attachments:	- 74 Circular Road - Attachments.pdf
Final Approval Date:	Aug 6, 2020

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

Ken O'Brien - Aug 5, 2020 - 4:56 PM

Jason Sinyard - Aug 6, 2020 - 4:04 PM



189
"Kedra," residence of Hon. J. D. Ryan, President B. I. S. (Dated between 1902 and 1920)



Statement of Significance



74 Circular Road – Canada House

Formal Recognition Type

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

Description of Historic Place

Canada House is a two-and-one-half storey, Queen Anne Revival, single dwelling located at 74 Circular Road, St. John's. The municipal heritage designation is confined to the footprint of the building.

Heritage Value

74 Circular Road, Canada House, has been designated a Municipal Heritage Building because of its aesthetic and historical values.

74 Circular Road has aesthetic value because it is a good example of Queen Anne Revival style. It has varying roof forms and a mixture of architectural styles. This house has a steep gable roof punctuated by three chimneys through the ridge. The asymmetrical facade has a two-storey tower at one end and one somewhat centrally located. They have steep pediments and this is reflected in the peaked dormer at the opposite end of the house. Large windows and a variety of classical features, like the pediments and columns are indicative of the Queen Anne Revival style. The house also has a transom over the main entrance located under the covered, open porch, as well as eaves brackets, dentils and some arched windows.

74 Circular Road has historic value because of its associations with its builders and prominent residents. It was built in 1902 by St. John's contractors M. and E. Kennedy, and painted and decorated under the supervision of architect M. F. Butler for the Hon. J.D. Ryan, a member of the Newfoundland legislature and a prominent Water Street merchant. The next owner was Sir Michael Cashin, a former Prime Minister of Newfoundland. The next occupant was Captain Olaf Olsen, who managed a shipping company in St. John's. In 1941 the house was taken over by the Canadian Government and it was then it acquired its present name, Canada House. It housed Charles J. Burchell, the first Canadian High Commissioner to Newfoundland. Between 1949,

when Newfoundland joined with Canada, and 1960, the Hon. J. R. Smallwood, the Premier of Newfoundland, had his home and offices there. The property was sold by the government in 1960 and today it is a private residence.

Source: City of St. John's Council meeting held 1981/10/24

Character Defining Element

All those elements that embody the Queen Anne Style of architecture, including:

- varying roof forms;
- eaves brackets;
- bay windows;
- decorative work;
- porch;
- all window styles, shapes and fenestrations; and
- Classical pediments and columns.

Notes of Interest

Picture windows with dentils. Pilasters throughout, two two-and-one-half-storey bow windows, with pediments, one with palladian window, one with semi-circular window. One one-storey bow window with hipped roof.

Location and History

Community	St. John's
Municipality	City of St. John's
Civic Address	074 Circular Road
Construction	1902 - 1902
Architect	M.F. Butler
Builder	M. and E. Kennedy
Style	Queen Anne
Building Plan	Rectangular Long Façade
Website Link	http://en.wikipedia.org/wiki/Charles_Jost_Burchell

Additional Pictures



Statement of Significance

Result of E-Poll – August 7, 2020

74 Circular Road

Ward 2

An application has been made for exterior renovations at 74 Circular Road
(Canada House) which is a designated Heritage building.

Councillor	Agree	Disagree	Did Not Vote
Mayor Breen	X		
Deputy Mayor O’Leary	X		
Councillor Burton	X		
Councillor Lane	X		
Councillor Hickman	X		
Councillor Hanlon			X
Councillor Stapleton	X		
Councillor Korab	X		
Councillor Froude	X		
Councillor Collins	X		

DECISION/DIRECTION NOTE

Title: Section 9 - Off-Street Parking Requirements for Commercial and Mixed-Use Buildings with Five (5) or More Occupancies - Text Amendment

Date Prepared: August 12, 2020

Report To: Regular Meeting of Council

Councillor and Role: Councillor Maggie Burton, Planning & Development

Ward: N/A

Decision/Direction Required: That Council adopt the attached resolution for St. John's Development Regulations Amendment Number 708, 2020, regarding off-street parking requirements.

Discussion – Background and Current Status:

The City is proposing a text amendment to Section 9 - Off-Street Parking Requirements to better deal with development applications that involve existing Commercial or Mixed-Use Buildings with five (5) or more occupancies. The City's various commercial zones allow Buildings to have a mixture of uses and occupants. Each time a Use changes in a Building, City staff must account for each occupancy in the Building and calculate the revised parking requirements. In buildings with many commercial tenants, the calculations can be time-consuming for City staff, property owners and applicants. In many cases, there are no records available to show previous calculations or original approvals.

For applications where the building size is not being increased and the site area is not being reduced, the amendment is to not require parking calculations for each change in occupancy, as the original parking requirements that were set during development approval are assumed to be adequate for the building and overall occupancy that could be accommodated onsite.

The proposed amendment was advertised on two occasions in The Telegram newspaper and was posted on the City's website. Written submissions were received. In response to questions about how this change may affect residential uses, staff propose a change to add the words "Commercial" and "Mixed-Use" Buildings to the amendment. This will clarify that the amendment applies only to existing buildings with 5 or more commercial occupancies; it would not apply to new developments, or to residential developments (such as apartment buildings) that wish to add additional dwelling units.

Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable.

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2. Partners or Other Stakeholders: Property owners of buildings with 5 or more commercial tenants; nearby residents and property owners; applicants.
3. Alignment with Strategic Directions/Adopted Plans: St. John's Strategic Plan – *A Sustainable City* - Plan for land use and preserve and enhance the natural and built environment where we live.
4. Legal or Policy Implications: A text amendment to the St. John's Development Regulations is required.
5. Privacy Implications: Not applicable.
6. Engagement and Communications Considerations: Public advertisement of the proposed text amendment was completed in line with Section 5.5 of the St. John's Development Regulations.
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 adopt St. John's Development Regulations Amendment Number 708, 2020, which will amend the off-street parking requirement for existing Commercial and Mixed-Use Buildings with five (5) or more occupancies.

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

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

Report Approval Details

Document Title:	Section 9 Off Street Parking Requirements for Buildings with five (5) or more occupancies Text Amendment.docx
Attachments:	- Amend 708 2020 Parking Requirement Mixed Use Buildings(IIb).pdf
Final Approval Date:	Aug 13, 2020

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

Ken O'Brien - Aug 12, 2020 - 1:07 PM

Jason Sinyard - Aug 13, 2020 - 11:49 AM

**RESOLUTION
ST. JOHN'S DEVELOPMENT REGULATIONS
AMENDMENT NUMBER 708, 2020**

WHEREAS the City of St. John's wishes to add the following parking requirements for Commercial and Mixed-Use Buildings with 5 or more occupancies.

BE IT THEREFORE RESOLVED that the City of St. John's hereby adopts the following text amendment to the St. John's Development Regulations in accordance with the provisions of the Urban and Rural Planning Act:

- 1) Amend Section 9 Off- Street Parking Requirements to add:

"9.1.1 (A) Commercial / Mixed-use Buildings with 5 of more occupancies

Notwithstanding 9.1.1, parking requirements for Buildings having 5 or more commercial occupancies shall be set at the time of original Development Approval. Parking requirements shall not be subject to review unless the building size or lot size changes".

BE IT FURTHER RESOLVED that the City of St. John's requests the Minister of Municipal Affairs and Environment to register the proposed amendment in accordance with the requirements of the Urban and Rural Planning Act, 2000.

IN WITNESS THEREOF the Seal of the City of St. John's has been hereunto affixed and this Resolution has been signed by the Mayor and the City Clerk on behalf of Council this ____ day of _____, 2020.

Mayor

MCIP

I hereby certify that this Amendment has been prepared in accordance with the Urban and Rural Planning Act, 2000.

City Clerk

Council Adoption

Provincial Registration