

# ST. JOHN'S

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## Committee of the Whole Agenda

September 2, 2020

9:00 a.m.

4th Floor City Hall

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10. Economic Development - Mayor Danny Breen
11. Tourism and Culture - Councillor Debbie Hanlon
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<b>14.</b>	<b>Transportation and Regulatory Services - Councillor Sandy Hickman</b>	
<b>15.</b>	<b>Other Business</b>	
<b>16.</b>	<b>Adjournment</b>	

# ST. JOHN'S

## Minutes of Committee of the Whole - City Council

### Council Chambers, 4th Floor, City Hall

August 19, 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 Wally Collins  
Councillor Debbie Hanlon

Staff: Kevin Breen, City Manager  
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  
Cheryl Mullett, City Solicitor  
Susan Bonnell, Manager - Communications & Office Services  
Elaine Henley, City Clerk  
Ken O'Brien, Chief Municipal Planner  
Maureen Harvey, Legislative Assistant  
Brian Head, Manager of Parks & Open Space  
David Crowe, Manager of Roads  
Garrett Donaher, Manager of Transportation Engineering  
Edmundo Fausto, Sustainability Coordinator

- 
1. **Call to Order**
  2. **Approval of the Agenda**

**Recommendation**

**Moved By** Councillor Lane

**Seconded By** Councillor Hickman

That the agenda be adopted as presented.

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

**MOTION CARRIED (7 to 0)**

**3. Adoption of the Minutes**

**3.1 Adoption of Minutes - August 5, 2020**

**Recommendation**

**Moved By** Councillor Stapleton

**Seconded By** Councillor Burton

That the minutes of August 5, 2020 be adopted as presented.

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

**MOTION CARRIED (7 to 0)**

**4. Presentations/Delegations**

**5. Finance & Administration - Councillor Dave Lane**

**6. Public Works & Sustainability - Councillor Ian Froude**

**6.1 Update of Resilient St. John's Planning Process**

Councillor Ian Froude presented a profile, as attached, that provides Council and staff with a sense of the environmental changes coming and which will be used to guide City in preparing for those changes.

**6.2 FCM Community Energy Financing Program Design Application**

**Recommendation**

**Moved By** Councillor Froude

**Seconded By** Councillor Lane



That Council support the application to GMF's Community Energy Financing Program Design initiative and further;

That Council provide up to \$5,000 from the approved \$100,000 Sustainability momentum initiatives funds to the CEF Program Design application to enable the partnership to access up to \$80,000 in matching funds from FCM.

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

**MOTION CARRIED (7 to 0)**

### **6.3 What We Heard Sidewalk Snow Clearing Public Engagement**

Councillor Froude presented the summary of engagement dealing with sidewalk snow clearing as attached. Staff will develop recommendations for Council's consideration in both the short and long term.

7. **Community Services - Councillor Jamie Korab**
8. **Special Events - Councillor Jamie Korab**
9. **Housing - Deputy Mayor Sheilagh O'Leary**
10. **Economic Development - Mayor Danny Breen**
11. **Tourism and Culture - Councillor Debbie Hanlon**

#### **11.1 Membership for Arts and Culture Advisory Committee**

In the absence of Councillor Hanlon, Councillor Burton presented the recommendation:

##### **Recommendation**

**Moved By** Councillor Burton

**Seconded By** Councillor Lane

That Council appoint the following members as per the selection review process already undertaken:

- One vacancy representing a Theatre organization; Nicole Rousseau (RCA Theatre Company)

- One vacancy representing a Public Member (Community); Tim Matson (Best Kind Productions)

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

**MOTION CARRIED (7 to 0)**

**12. Governance & Strategic Priorities - Mayor Danny Breen**

**13. Planning & Development - Councillor Maggie Burton**

**13.1 11 Tiffany Lane, REZ2000001**

**Recommendation**

**Moved By** Councillor Burton

**Seconded By** Councillor Froude

That Council consider amendments to the St. John's Development Regulations to add Personal Care Home to the Apartment High Density (A3) Zone, and to rezone land at 11 Tiffany Lane from the Residential Medium Density (R2) Zone to the Apartment High Density (A3) Zone, and approve the attached draft terms of reference for a land-use assessment report (LUAR).

Further, upon submission of the LUAR, 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)**

**13.2 Mobile Vending Review Committee**

**Recommendation**

**Moved By** Councillor Burton

**Seconded By** Councillor Lane

That Council approve the formation of an interim Mobile Vending Review Committee and to appoint Jeff LeDrew, owner of Jumping Bean as the traditional sector representative and Todd Hickey, owner of Ziggys as representation of the Mobile Vending Association.

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)**

**13.3 Re-Imagine Churchill Square, Initial Public Engagement – What We Heard**

Councillor Froude presented the report dealing with public feedback for the reconfiguration of Churchill Square. This will be considered by staff and Council moving forward.

**14. Transportation and Regulatory Services - Councillor Sandy Hickman**

**14.1 Donegal Place Traffic Calming**

Discussion took place with varying positions on staff's recommendation. Some Councillors asserted that, in spite of the traffic calming policy, the area warrants traffic calming and should be considered. Other Councillors stated that if the staff recommendation is rejected, they will bring forward similar requests for areas within their ward for further consideration.

The City Manager cautioned Council of the potential negative impact of not accepting the staff recommendation which is in keeping with the policy

**Recommendation**

**Moved By** Councillor Hickman

**Seconded By** Councillor Korab

That Council maintain status quo and not allocate special funding for the requested curb extension on Larkhall Street at Donegal Place.

For (4): Mayor Breen, Councillor Hickman, Councillor Stapleton, and Councillor Korab

Against (4): Deputy Mayor O'Leary, Councillor Burton, Councillor Lane, and Councillor Froude

**MOTION LOST (4 to 4)**

**15. Other Business**

**16. Adjournment**

There being no further business the meeting adjourned at 10:25 am

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Mayor

# DECISION/DIRECTION NOTE

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**Title:** Report on Revenue and Expenditure for Fiscal 2019

**Date Prepared:** August 24, 2020

**Report To:** His Worship, The Mayor, & Members of Council

**Councillor and Role:** Dave Lane, Finance and Administration

**Ward:** N/A

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## **Decision/Direction Required:**

Adoption of the Executive Summary Report on Revenues and Expenditures for the year ended December 31, 2019.

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

The City of St. John's 2019 Executive Summary Report on Revenue and Expenditure is presented and discussed herein. It is important to distinguish between the Executive Summary Report presented in this note and the 2019 Audited Financial Statements that were approved by Council on August 17th, 2020. The Audited Financial Statements are prepared using Accrual based accounting, whereas the Executive Summary report, while still based on audited information, is presented using Cash based accounting. The City's budget is also prepared using cash-based accounting meaning the financial results presented herein allow the City to be held accountable against its planned operating budget as approved by Council each year. This enforces the City's commitment to openness and transparency.

It is also worth noting, the budget presented in the Executive Summary Report is the City's adjusted budget. The adjusted budget is based on the original approved budget, adjusted to reflect transfers and changes that occur throughout the year for items not known at the time the budget is approved. They are reflective of "one-off" transactions, net to zero, and do not result in a permanent increase to the City's budget. These adjustments are made to prevent skewed expenditure or revenue variances that could result for example if a program budget were to incur expenses that are funded from an external source (i.e. a Federal or Provincial grant, or a reserve). A summary of adjustments that occurred during 2019 is presented in the table below.

	Revenue	Expenditure	Net
<b>2019 Approved Budget - As Approved by Council on December 10, 2018</b>	<b>304,677,022</b>	<b>304,677,022</b>	<b>-</b>
<b>Budget Adjustments:</b>			
Transfer from prior years' surplus to reduce pension debt	4,488,660	4,488,660	-
Transfer from Reserve from Fire Trucks - SJRFD Fleet Replacement Program	1,604,585	1,604,585	-
Federal Homelessness Partnership Program funding and expenditures	1,520,156	1,520,156	-
Accommodation tax transfers	606,483	606,483	-
Transfer from Winter Salt Reserve for the purchase of 2 Sanders	583,651	583,651	-
Transfers from Water and Wastewater System Equipment Replacement Reserves	757,241	757,241	-
Transfers from Robin Hood Bay Regional Landfill Equipment Replacement Reserves	199,750	199,750	-
Victoria Park Foundation capital grants and expenditures	82,965	82,965	-
GIC investment interest earned on reserves	75,474	75,474	-
Transfer from Parks & Open Spaces Reserve for Veterans Square reconfiguration	60,000	60,000	-
Transfer from Churchill Square Improvement Fund for street furniture & amenities	30,000	30,000	-
Other miscellaneous transfers and departmental adjustments	148,312	148,312	-
<b>Subtotal - Budget Adjustments</b>	<b>10,157,276</b>	<b>10,157,276</b>	<b>-</b>
<b>2019 - Adjusted Budget - As at December 31, 2019</b>	<b>314,834,298</b>	<b>314,834,298</b>	<b>-</b>

The report for 2019 shows a cash surplus of \$13,929,231, which equates to 4.6% of the City's total gross adjusted budget of \$314,834,298. The surplus is primarily the result of expenditure savings that occurred within several departments during the year, as well as delaying a bond issue that was planned in 2019, into the 2020 fiscal year. The major revenue and expenditure variances are summarized below.

### **Revenue Variances**

Overall, revenues were less than budgeted by \$565K (0.2%) of the gross adjusted revenue budget of \$314,834,298.

Within the revenue category, notable variances included;

1. **Residential Realty:** Favourable variance of \$2.73M (3.0%). With 2019 being the first year of a new assessment roll an allowance for revenue loss was provided based on assessment appeals. This loss was lower than anticipated which contributed favourably to the City's revenue.
2. **Commercial Realty:** Favourable variance of \$2.31M (3.3%) due to lower than anticipated assessment appeals as mentioned above, lower than estimated vacancy allowance claims, and growth in the assessment roll.
3. **Transportation:** Unfavourable variance of \$1.36M (60.1%) as less revenue was collected due to challenges with the City's parking meters. As a result, the City collected less revenue from parking meter receipts and sales of parking permits and parking meter smart cards.

4. **Tipping fees:** Unfavourable variance of \$1.13M (8.2%) due to lower than expected volumes at the Robin Hood Bay waste facility.
5. **Construction permits:** Unfavourable variance of \$324K (8.8%) due to less than budgeted revenue from building & repair permits.
6. **Fines:** Unfavourable variance of \$459K (23.4%) resulting from fewer parking violations than normal due to broken and vandalized meters.
7. **Rents & Concessions:** Unfavourable variance of \$699K (18.7%) due to less than anticipated Non-Profit Housing rental income.
8. **Investment Interest:** Favourable variance of \$1.00M (252.4%) due to higher than anticipated interest earned on City bank accounts, and GIC investments as the City had excess cash on hand for a period of time early in 2019.
9. **Interest on tax arrears:** Favourable variance of \$224K (12.5%) as interest earned on tax arrears was higher than anticipated.
10. **Other Grants:** Favourable variance of \$558K (29.7%) due miscellaneous capital grants and capital contributions from developers.
11. **Recovery Debt Charges:** Unfavourable variance of \$1.62M (6.5%) due to a bond issue anticipated for 2019 not occurring. Revenues that would have been billed to external parties for their share of the debt charges did not occur.

For further detail regarding 2019 revenue variances, including a breakdown by revenue category, please see the Revenue section of the attached 2019 Executive Summary Report.

### **Expenditure Variances**

For 2019, actual expenditures were less than budgeted by \$14.5M or 4.6% of the gross adjusted expenditure budget of \$314,834,298. By expenditure category, notable variances included;

1. **General Government:** Favourable variance of \$1.78M (4.4%) due primarily to salary savings resulting from several temporarily vacant positions as well as favourable variances in various materials and supplies and contractual services budgets in various programs including Information Services, Legal Services, Corporate Communications, and Organizational Development.

2. **Protective Services:** Unfavourable variance of \$496K (1.4%) due primarily to labor and overtime, and a one-time payment against pension debt (\$897K). These overages were mitigated partially by savings in Traffic (\$504K) which were primarily due to less tickets being issued and hence less ticket processing costs.
3. **Transportation Services:** Favourable variance of \$400K (0.7%) due primarily to savings in maintenance of Parking Meters (\$228K), and electricity costs for Street Lighting (\$290K).
4. **Environmental Health Services:** Favourable variance of \$5.25M (7.0%). Drinking water treatment reported a \$3.98M (9.2%) favourable variance due to lower than anticipated expenditure under contractual services, chemical use, electricity consumption, as well as debt service charges related to a budgeted bond issue that did not occur in 2019. Waste-water treatment reported a favourable variance of \$188K (2.2%) due to favourable variances in light & power, repairs to electrical, engineering consultants, and various chemicals. Sanitary services reported a favourable variance of \$1.08M (4.7%) due primarily to not requiring the use of pit run fill at the Robin Hood Bay facility in 2019.
5. **Environmental Development Services:** Favourable variance of \$909K (5.5%). Planning reported a favourable variance of \$161K (25.8%) due to less than anticipated expenditures under planning consultants, and heritage grants. Community Development reported an unfavourable variance of \$114K (25.4%) due primarily to greater than anticipated expenditure under Claims. Tourism Marketing Levy Expenditures reported a favourable variance of \$186KK (3.9%) due to debt service charges related to the planned bond issue that did not occur in 2019. Non-Profit Housing Units reported a favourable variance of \$373K (6.9%) due primarily to savings in unit turnover expenditures. Tourism Development reported a favourable variance of \$156K (11.5%) resulting from favourable variances in personnel services (\$23K), professional & special services (\$52K), rental of property (\$28K) and grants to other groups (\$18K).
6. **Parks, Recreation & Cultural Services:** Favourable variance of \$1.20M (4.7%). Parks reported a favourable variance of \$506K due to lower than anticipated expenditures on contractual services related to maintenance of municipal parks, sports facilities, and pools and community centers. Recreation reported a favourable variance of \$538K due primarily to favourable salaries and benefits variances under Children, Family & Youth programs, Aquatics & Fitness programs, as well as various community center operating and administrative programs. Cultural Services reported



a favourable variance of \$159K (2.7%) due primarily to savings under Railway Coastal Museum Operations (116K).

7. **Fiscal Services:** Favourable variance of \$3.88M (10.1%) due to a planned 2019 bond issue that is occurring in 2020. The bond issue is required to fund the City's previously completed cost shared capital projects however as the City had enough cash on hand throughout 2019 the borrowing was deferred to 2020.
8. **Transfers to Reserves & Other Funds:** \$406K (1.8%) favourable due primarily fewer written-off uncollectible accounts in 2019.
9. **Payroll Costs:** Favourable variance of \$672K (11.4%) resulting from less than budgeted expenditures related to employer share of CPP, EI, workers compensation, group insurance and pension costs.
10. **Fleet – Mechanical:** Favourable variance of \$478K (25.2%) due primarily to savings in gasoline and diesel fuel.

Further detail regarding 2019 variances, including a breakdown by functional area and program, can be found in the Expenditure section of the attached 2019 Executive Summary Report.

### Summary

The net result of the above, as mentioned, is a cash surplus for 2019 of \$13,929,231, which equates to 4.6% of the City's gross adjusted budget. Cumulatively, the City's unallocated surplus is \$22,187,859.

### Key Considerations/Implications:

#### 1. Budget/Financial Implications:

Information from the 2019 review of revenue and expenditures informs budget development in future years. Where significant variances exist, they are investigated and discussed with the relevant departments, and where necessary, budgets are adjusted in subsequent years.

#### 2. Partners or Other Stakeholders:

All residents and business living and operating within the City of St. John's, as well as neighboring municipalities availing of regional water, waste water, fire protection, and waste management services.

3. Alignment with Strategic Directions/Adopted Plans:

A Sustainable City - Be financially responsible and accountable.

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

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:**

1. The 2019 Executive Summary Report on Revenues and Expenditures be adopted by Council.

2. The accumulated surplus be maintained in reserve as the financial impacts of Covid-19 are still being assessed and it is likely some of this money will be needed to mitigate the impact on the City's finances in 2020.

**Prepared by: Kris Connors – Manager, Budget & Treasury**

**Approved by: Derek Coffey – Deputy City Manager, Finance & Administration**

**Report Approval Details**

Document Title:	Report on Revenue and Expenditure for Fiscal 2019.docx
Attachments:	- 2019 Executive Summary Report on Revenue and Expenditure.pdf
Final Approval Date:	Aug 25, 2020

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

**Derek Coffey - Aug 25, 2020 - 11:02 AM**

**City of St. John's**  
**Executive Summary Report on Revenue and Expenditure**  
**For the year ended December 31, 2019**

	<b>ANNUAL BUDGET</b>	<b>ACTUAL</b>	<b>VARIANCE \$</b>	<b>VARIANCE %</b>
<b>Revenue</b>				
Taxation	206,888,000	210,869,271	3,981,271	1.9%
Grants in lieu of taxes	8,911,000	8,813,568	(97,432)	-1.1%
Sale of goods & services	43,316,421	39,952,695	(3,363,726)	-7.8%
Other revenue own sources	11,721,589	11,457,753	(263,836)	-2.3%
Grants other governments	33,286,121	32,301,003	(985,119)	-3.0%
Other transfers	10,711,167	10,874,717	163,550	1.5%
<b>Total Revenue</b>	<b>314,834,298</b>	<b>314,269,006</b>	<b>(565,292)</b>	<b>-0.2%</b>
<b>Expenditure</b>				
General government services	40,562,536	38,781,702	1,780,834	4.4%
Protective services	34,260,054	34,756,352	(496,299)	-1.4%
Transportation services	54,189,708	53,789,594	400,115	0.7%
Environmental health services	74,959,353	69,711,361	5,247,993	7.0%
Environmental development services	16,517,311	15,608,586	908,725	5.5%
Parks recreation & cultural services	25,826,886	24,624,447	1,202,438	4.7%
Fiscal services	38,300,261	34,415,554	3,884,707	10.1%
Transfers to reserves & other funds	22,367,512	21,961,209	406,303	1.8%
<b>Total Expenditure before transfers</b>	<b>306,983,621</b>	<b>293,648,805</b>	<b>13,334,816</b>	<b>4.3%</b>
<b>Transfers to other departments</b>				
Payroll costs	5,954,463	5,272,748	681,715	11.4%
Fleet - mechanical	1,896,215	1,418,222	477,993	25.2%
<b>Total transfers to other departments</b>	<b>7,850,678</b>	<b>6,690,970</b>	<b>1,159,707</b>	<b>14.8%</b>
<b>Total Expenditure</b>	<b>314,834,298</b>	<b>300,339,775</b>	<b>14,494,523</b>	<b>4.6%</b>
<b>Net (surplus) deficit</b>	<b>-</b>	<b>13,929,232</b>	<b>(13,929,232)</b>	

**City of St. John's**  
**Executive Summary Report on Revenue and Expenditure**  
**For the year ended December 31, 2019**

	<b>ANNUAL BUDGET</b>	<b>ACTUAL</b>	<b>VARIANCE \$</b>	<b>VARIANCE %</b>
<b>REVENUE:</b>				
<b>Taxation:</b>				
41112 Residential Realty	90,530,000	93,259,753	2,729,753	3.0%
41118 Commercial Realty	74,700,000	75,961,144	1,261,144	1.7%
41940 Accommodation Tax	3,400,000	3,121,586	(278,414)	-8.2%
41991 Utility Tax	6,200,000	6,290,359	90,359	1.5%
44410 Water Tax	32,058,000	32,236,429	178,429	0.6%
<b>Taxation: Total</b>	<b>206,888,000</b>	<b>210,869,271</b>	<b>3,981,271</b>	<b>1.9%</b>
<b>Grants In Lieu of Taxes:</b>				
42100 Govt. Of Canada	5,000,000	4,855,048	(144,952)	-2.9%
42200 Govt. Canada Agencies	950,000	982,806	32,806	3.5%
42300 Water Tax Grant	2,961,000	2,975,713	14,713	0.5%
<b>Grants In Lieu of Taxes: Total</b>	<b>8,911,000</b>	<b>8,813,568</b>	<b>(97,432)</b>	<b>-1.1%</b>
<b>Sales of Goods &amp; Services:</b>				
44100 General Government	3,592,992	3,685,251	92,259	2.6%
44300 Transportation	2,255,254	899,062	(1,356,192)	-60.1%
44400 Environmental Health	20,346,244	19,514,758	(831,486)	-4.1%
44435 Tipping Fees	13,891,604	12,757,188	(1,134,416)	-8.2%
44700 Recreation	2,512,366	2,286,882	(225,483)	-9.0%
44900 Other General	717,960	809,554	91,593	12.8%
<b>Sales of Goods &amp; Services: Total</b>	<b>43,316,421</b>	<b>39,952,695</b>	<b>(3,363,726)</b>	<b>-7.8%</b>
<b>Other Revenue Own Sources:</b>				
45120 Business Licenses	154,950	147,403	(7,547)	-4.9%
45170 Construction Permits	3,671,703	3,347,406	(324,297)	-8.8%
45200 Fines	1,956,250	1,497,540	(458,710)	-23.4%
45300 Rents & Concessions	3,741,996	3,043,196	(698,800)	-18.7%
45500 Investment Interest	396,690	1,397,833	1,001,143	252.4%
45600 Interest Tax Arrears	1,800,000	2,024,376	224,376	12.5%
<b>Other Revenue Own Sources: Total</b>	<b>11,721,589</b>	<b>11,457,753</b>	<b>(263,836)</b>	<b>-2.3%</b>
<b>Grants Other Governments:</b>				
47100 Other Grants	1,882,627	2,440,892	558,265	29.7%
47107 CMHC Mortgage Subsidy	95,487	109,775	14,288	15.0%
47530 Recovery Debt Charges	24,759,319	23,137,973	(1,621,346)	-6.5%
47550 Real Program Grants	59,000	59,518	518	0.9%
47555 NPH Subsidy	1,060,542	1,009,769	(50,773)	-4.8%
47110 Gas Tax Rebate	5,429,147	5,543,076	113,929	2.1%
<b>Grants Other Governments: Total</b>	<b>33,286,121</b>	<b>32,301,003</b>	<b>(985,119)</b>	<b>-3.0%</b>
<b>Other Transfers:</b>				
49200 Assessments	-	191,588	191,588	0.0%
49300 Transfers From Reserves	10,711,167	10,683,129	(28,038)	-0.3%
<b>Other Transfers: Total</b>	<b>10,711,167</b>	<b>10,874,717</b>	<b>163,550</b>	<b>1.5%</b>
<b>REVENUE: TOTAL</b>	<b>314,834,298</b>	<b>314,269,006</b>	<b>(565,292)</b>	<b>-0.2%</b>
<b>EXPENDITURE:</b>				

**City of St. John's**  
**Executive Summary Report on Revenue and Expenditure**  
**For the year ended December 31, 2019**

	<b>ANNUAL BUDGET</b>	<b>ACTUAL</b>	<b>VARIANCE \$</b>	<b>VARIANCE %</b>
<b>GENERAL GOVERNMENT:</b>				
<b>General Administrative:</b>				
1111 Mayor & Councillors	829,113	849,453	(20,340)	-2.5%
1115 Civic Events & Receptions	76,420	53,498	22,922	30.0%
1212 Admin. Administrative Services	1,085,680	1,067,582	18,098	1.7%
1213 Human Resources	1,048,057	1,010,520	37,537	3.6%
1214 Benefits Administration	270,028	266,463	3,565	1.3%
1215 City Manager's Office	415,291	415,695	(404)	-0.1%
1216 Employee Wellness	593,325	568,751	24,574	4.1%
1217 Organizational Development	314,198	212,436	101,762	32.4%
1218 HR Advisory Services	1,081,410	985,389	96,021	8.9%
1220 Legal Services	1,859,084	1,809,663	49,422	2.7%
1221 Mgmt. & Admin. Finance & Administration	641,422	560,686	80,737	12.6%
1222 Financial Services	992,303	879,179	113,123	11.4%
1223 Budgetary Services	373,320	373,640	(320)	-0.1%
1225 Performance & Strategy	425,313	406,504	18,809	4.4%
1231 Assessment	2,198,283	2,263,558	(65,275)	-3.0%
1241 Revenue Accounting	1,223,564	1,095,551	128,014	10.5%
1250 Property Management	2,137,381	2,237,855	(100,474)	-4.7%
1251 Office Services	515,876	471,565	44,312	8.6%
1252 Maint. City Hall	872,240	817,034	55,206	6.3%
1254 Maint. City Hall Annex	174,367	153,834	20,533	11.8%
1257 Maint. Railway Coastal Museum	14,490	15,317	(827)	-5.7%
1258 Maint. 245 Freshwater Road	240,971	219,276	21,695	9.0%
1259 Maint. Conway Building	48,638	43,595	5,043	10.4%
1260 Maint. Archives Building	46,876	37,252	9,624	20.5%
1261 Purchasing	769,563	778,652	(9,089)	-1.2%
1262 Materials Management	762,697	774,765	(12,068)	-1.6%
1269 Internal Audit	325,585	291,309	34,276	10.5%
1270 Corporate Communications	995,517	917,850	77,667	7.8%
1272 Information Services	5,547,517	4,703,879	843,638	15.2%
1274 Service Center	1,744,058	1,513,488	230,569	13.2%
1318 Land Information Systems	1,292,947	1,125,253	167,694	13.0%
2498 Maint. East End Storage Facility	1,752	-	1,752	100.0%
2531 Emergency Preparedness	123,799	126,801	(3,002)	-2.4%
<b>General Administrative: Total</b>	<b>29,041,088</b>	<b>27,046,294</b>	<b>1,994,794</b>	<b>6.9%</b>
<b>Pensions &amp; Benefits:</b>				
1290 Pensions & Employee Benefits	1,872,836	2,013,088	(140,252)	-7.5%
1297 Sick & Severance Liabilities	1,741,445	1,821,967	(80,522)	-4.6%
<b>Pensions &amp; Benefits: Total</b>	<b>3,614,281</b>	<b>3,835,055</b>	<b>(220,774)</b>	<b>-6.1%</b>

**City of St. John's**  
**Executive Summary Report on Revenue and Expenditure**  
**For the year ended December 31, 2019**

	<b>ANNUAL BUDGET</b>	<b>ACTUAL</b>	<b>VARIANCE \$</b>	<b>VARIANCE %</b>
<b>Engineering:</b>				
1311 Mgmt. Planning, Engineering	525,381	511,815	13,566	2.6%
1313 Development Control	2,124,254	2,350,644	(226,390)	-10.7%
1314 Surveying	616,950	600,251	16,699	2.7%
1315 Transportation Engineering	1,928,593	1,833,844	94,750	4.9%
1316 Admin. Planning, Engineering & Regulatory Services	999,056	980,869	18,186	1.8%
1319 Construction Engineering	691,757	693,931	(2,175)	-0.3%
1320 Facility Engineering	495,892	453,299	42,593	8.6%
<b>Engineering: Total</b>	<b>7,381,883</b>	<b>7,424,654</b>	<b>(42,770)</b>	<b>-0.6%</b>
<b>Other General Government:</b>				
1931 Risk Management & Insurance	525,284	475,699	49,585	9.4%
<b>Other General Government: Total</b>	<b>525,284</b>	<b>475,699</b>	<b>49,585</b>	<b>9.4%</b>
<b>GENERAL GOVERNMENT: TOTAL</b>	<b>40,562,536</b>	<b>38,781,702</b>	<b>1,780,834</b>	<b>4.4%</b>
<b>PROTECTIVE SERVICES:</b>				
<b>Fire Protection:</b>				
1256 Maint. Fire Department	327,635	223,764	103,871	31.7%
2491 Fire Protection	(5,260,698)	(6,774,497)	1,513,799	-28.8%
2492 Communication Center	(32,967)	233,657	(266,624)	808.8%
2493 Goulds Volunteer Fire Department	240,196	221,174	19,022	7.9%
2494 Central Fire Station	186,648	187,443	(795)	-0.4%
2495 Kenmount Road Fire Station	50,237	29,782	20,456	40.7%
2496 Mt. Pearl Fire Station	128,335	72,654	55,681	43.4%
2497 Brookfield Road Fire Station	42,049	44,553	(2,504)	-6.0%
2499 West End Fire Station	69,132	85,537	(16,405)	-23.7%
2500 St. John's Fire Protection	25,891,889	26,760,455	(868,566)	-3.4%
2501 Kent's Pond Fire Station	59,322	69,301	(9,980)	-16.8%
2502 Fire Prevention	795,787	920,966	(125,180)	-15.7%
2503 Regional Fire Administration	4,429,815	5,662,847	(1,233,033)	-27.8%
2504 Mechanical Division	483,120	573,621	(90,500)	-18.7%
2505 Paradise Fire Station	69,175	65,342	3,833	5.5%
<b>Fire Protection: Total</b>	<b>27,479,675</b>	<b>28,376,599</b>	<b>(896,925)</b>	<b>-3.3%</b>
<b>Protective Inspections:</b>				
2921 Mgmt. Regulatory Services	617,234	750,730	(133,496)	-21.6%
2922 Building Inspection	1,743,764	1,715,549	28,215	1.6%
2923 Electrical Inspection	563,491	565,991	(2,501)	-0.4%
2924 Plumbing Inspection	249,980	241,225	8,755	3.5%
2929 Taxi & By-law Inspections	178,119	164,515	13,605	7.6%
<b>Protective Inspections: Total</b>	<b>3,352,588</b>	<b>3,438,010</b>	<b>(85,422)</b>	<b>-2.5%</b>

**City of St. John's**  
**Executive Summary Report on Revenue and Expenditure**  
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	<b>ANNUAL BUDGET</b>	<b>ACTUAL</b>	<b>VARIANCE \$</b>	<b>VARIANCE %</b>
<b>Traffic:</b>				
2141 Traffic Enforcement	2,004,290	1,518,957	485,333	24.2%
2142 Crossing Guard Program	112,677	93,663	19,014	16.9%
<b>Traffic: Total</b>	<b>2,116,967</b>	<b>1,612,620</b>	<b>504,347</b>	<b>23.8%</b>
<b>Humaine Services:</b>				
2931 Humane Services	1,224,905	1,245,414	(20,509)	-1.7%
2932 Maint. Animal Control Shelter	85,919	83,710	2,209	2.6%
<b>Humane Services: Total</b>	<b>1,310,824</b>	<b>1,329,124</b>	<b>(18,299)</b>	<b>-1.4%</b>
<b>PROTECTIVE SERVICES: TOTAL</b>	<b>34,260,054</b>	<b>34,756,352</b>	<b>(496,299)</b>	<b>-1.4%</b>
<b>TRANSPORTATION SERVICES:</b>				
<b>Roads:</b>				
3011 Mgmt. & Admin. Public Works	1,032,714	1,016,827	15,887	1.5%
3211 Mgmt. & Admin. Streets & Parks	1,752,194	1,771,822	(19,627)	-1.1%
3221 Maint. of Roads & Sidewalks	7,310,253	7,481,153	(170,901)	-2.3%
3231 Snow Clearing	16,103,511	16,038,835	64,676	0.4%
3241 Maint. Public Works Depot	1,133,184	1,289,324	(156,140)	-13.8%
3242 Maint. Asphalt Recycling Facility	9,846	7,134	2,712	27.5%
3252 Maint. Traffic Signs & Lights	1,881,048	1,801,915	79,133	4.2%
3262 Street Cleaning By Hand	302,550	237,180	65,370	21.6%
<b>Roads: Total</b>	<b>29,525,299</b>	<b>29,644,190</b>	<b>(118,890)</b>	<b>-0.4%</b>
<b>Other Transportation Services:</b>				
3521 Parking Meters	1,178,897	950,946	227,951	19.3%
3561 Street Lighting	4,719,975	4,430,361	289,614	6.1%
3591 Metrobus & Para-Transit System	18,765,537	18,764,097	1,440	0.0%
<b>Other Transportation Services: Total</b>	<b>24,664,409</b>	<b>24,145,404</b>	<b>519,005</b>	<b>2.1%</b>
<b>TRANSPORTATION SERVICES: TOTAL</b>	<b>54,189,708</b>	<b>53,789,594</b>	<b>400,115</b>	<b>0.7%</b>
<b>ENVIRONMENTAL HEALTH:</b>				
<b>Water:</b>				
4111 Admin. Environmental Services	2,307,975	2,180,434	127,541	5.5%
4120 City Share of Regional Water System	5,113,824	4,724,458	389,365	7.6%
4121 Petty Harbor Long Pond Water Treatment Facility	1,466,705	1,351,857	114,848	7.8%
4122 Winsor Lake Water Treatment Facility	11,461,468	9,689,670	1,771,798	15.5%
4123 Regional Water System	12,942,635	11,789,442	1,153,193	8.9%
4131 Water & Waste Water Distribution	9,956,769	9,528,932	427,837	4.3%
<b>Water: Total</b>	<b>43,249,375</b>	<b>39,264,792</b>	<b>3,984,583</b>	<b>9.2%</b>
<b>Waste Water:</b>				
4225 Riverhead Waste Water Treatment Facility	8,615,901	8,427,826	188,074	2.2%
<b>Waste Water: Total</b>	<b>8,615,901</b>	<b>8,427,826</b>	<b>188,074</b>	<b>2.2%</b>



**City of St. John's**  
**Executive Summary Report on Revenue and Expenditure**  
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	<b>ANNUAL BUDGET</b>	<b>ACTUAL</b>	<b>VARIANCE \$</b>	<b>VARIANCE %</b>
<b>Sanitary:</b>				
4321 Garbage Collection	7,426,840	7,205,563	221,277	3.0%
4322 Waste Diversion Public Awareness	209,328	221,874	(12,546)	-6.0%
4331 Garbage Disposal	9,371,012	8,433,301	937,711	10.0%
4332 Maint. Robin Hood Bay Facility	291,347	269,936	21,410	7.3%
4333 Materials Recovery Facility	1,539,897	1,695,085	(155,188)	-10.1%
4334 Residential Drop Off Facility	908,259	853,412	54,847	6.0%
4335 Eastern Waste Management	3,347,395	3,339,572	7,823	0.2%
<b>Sanitary: Total</b>	<b>23,094,078</b>	<b>22,018,742</b>	<b>1,075,336</b>	<b>4.7%</b>
<b>ENVIRONMENTAL HEALTH: TOTAL</b>	<b>74,959,353</b>	<b>69,711,361</b>	<b>5,247,993</b>	<b>7.0%</b>
<b>ENVIRONMENTAL DEVELOPMENT:</b>				
<b>Planning:</b>				
6113 Planning & Development	622,134	461,341	160,792	25.8%
<b>Planning: Total</b>	<b>622,134</b>	<b>461,341</b>	<b>160,792</b>	<b>25.8%</b>
<b>Community Development:</b>				
6211 Admin. Community Services	450,781	565,259	(114,478)	-25.4%
6212 Events & Services	634,105	619,485	14,619	2.3%
<b>Community Development: Total</b>	<b>1,084,886</b>	<b>1,184,744</b>	<b>(99,858)</b>	<b>-9.2%</b>
<b>Housing &amp; Real Estate:</b>				
6341 Real Estate	16,732	3,228	13,505	80.7%
6342 Rental Housing Projects	299,000	156,284	142,716	47.7%
6343 Tourism Marketing Levy Expenditures	4,775,278	4,589,174	186,104	3.9%
6360 Non-Profit Housing Units	5,403,073	5,029,630	373,443	6.9%
6391 Admin. Non-Profit Housing	688,208	696,915	(8,707)	-1.3%
6392 Maint. Non-Profit Housing	643,356	658,373	(15,017)	-2.3%
6395 Homelessness Partnership Funding	832,405	832,405	-	0.0%
6401 HFSCF: Coordination Framework	431,383	431,383	-	0.0%
6402 HFSCF: Homelessness Information System	261,667	261,667	-	0.0%
6404 HFSCF: Point In Time Count	16,358	16,358	-	0.0%
6405 HFSCF: Training & Engagement	83,511	83,511	-	0.0%
6406 HFSCF: CAB Community Action	2,000	2,000	-	0.0%
6407 HFSCF: CAB Meetings	2,804	2,804	-	0.0%
<b>Housing &amp; Real Estate: Total</b>	<b>13,455,775</b>	<b>12,763,732</b>	<b>692,043</b>	<b>5.1%</b>
<b>Tourism &amp; Economic Development:</b>				
6612 Tourism Development	261,009	177,958	83,051	31.8%
6613 Visitor's Services	154,485	137,838	16,647	10.8%
6616 Economic Development	609,178	582,124	27,054	4.4%
6624 Maint. Gentara Building	304,790	270,910	33,880	11.1%
6625 Quidi Vidi Visitor's Center	25,055	29,939	(4,884)	-19.5%
<b>Tourism &amp; Economic Development: Total</b>	<b>1,354,516</b>	<b>1,198,769</b>	<b>155,748</b>	<b>11.5%</b>
<b>ENVIRONMENTAL DEVELOPMENT: TOTAL</b>	<b>16,517,311</b>	<b>15,608,586</b>	<b>908,725</b>	<b>5.5%</b>

**City of St. John's**  
**Executive Summary Report on Revenue and Expenditure**  
**For the year ended December 31, 2019**

	<b>ANNUAL BUDGET</b>	<b>ACTUAL</b>	<b>VARIANCE \$</b>	<b>VARIANCE %</b>
<b>PARKS, RECREATION &amp; CULTURAL SERVICES:</b>				
<b>Parks:</b>				
7111 Admin. Parks	952,508	933,603	18,905	2.0%
7121 Maint. Municipal Parks	6,194,798	5,950,190	244,608	3.9%
7123 Maint. Sports Parks & Fields	682,445	674,605	7,840	1.1%
7125 Maint. Buckmasters Community Center	84,836	70,994	13,843	16.3%
7130 Maint. H.G.R. Mews Center	203,419	208,811	(5,392)	-2.7%
7131 Maint. Aquatic Parks	260,397	274,163	(13,766)	-5.3%
7133 Maint. Rotary Park Chalet	46,596	36,794	9,802	21.0%
7134 Maint. Sports Buildings	293,347	207,636	85,711	29.2%
7135 Snow Clearing Steps and Right Of Way	679,322	619,360	59,962	8.8%
7136 Maint. Shea Heights Community Center	60,459	47,613	12,846	21.2%
7138 Maint. Kilbride Community Center	44,914	30,650	14,264	31.8%
7139 Maint. Southlands Community Center	59,114	54,418	4,696	7.9%
7140 Maint. Paul Reynolds Community Center	736,439	735,973	466	0.1%
7141 Maint. Anna Templeton Center	38,200	9,623	28,577	74.8%
7142 Maint. Kenmount Terrace Community Center	77,470	51,044	26,426	34.1%
7225 Maint. Bowring Park Buildings	73,242	76,030	(2,788)	-3.8%
<b>Parks: Total</b>	<b>10,487,505</b>	<b>9,981,508</b>	<b>505,998</b>	<b>4.8%</b>
<b>Recreation:</b>				
7305 Healthy Communities & Inclusion	1,021,222	997,106	24,117	2.4%
7311 Community Development	1,009,627	1,005,707	3,920	0.4%
7321 Family, Children & Youth	949,274	866,733	82,541	8.7%
7322 Bowring Park Pool Operations	120,044	98,794	21,250	17.7%
7324 Admin. Recreation Facilities	1,134,811	1,080,783	54,028	4.8%
7325 H.G.R. Mews Center Operations	758,988	724,086	34,902	4.6%
7329 H.G.R. Mews Center Aquatics & Fitness Programs	577,706	519,484	58,222	10.1%
7330 Goulds Recreation Association	166,250	166,250	-	0.0%
7333 Seniors Programs & Services	214,028	205,189	8,839	4.1%
7334 Bannerman Park Pool Operations	70,364	65,210	5,154	7.3%
7336 Shea Heights Community Center Operations	261,387	216,611	44,775	17.1%
7337 Southlands Community Center Operations	326,045	342,537	(16,492)	-5.1%
7338 Kilbride Community Center Operations	265,317	262,425	2,892	1.1%
7339 Kenmount Terrace Community Center Operations	299,405	206,589	92,815	31.0%
7340 Paul Reynolds Community Center Operations	879,239	832,477	46,763	5.3%
7342 Paul Reynolds Community Center Aquatics and Fitness Programs	1,361,037	1,287,054	73,982	5.4%
<b>Recreation: Total</b>	<b>9,414,745</b>	<b>8,877,035</b>	<b>537,710</b>	<b>5.7%</b>

**City of St. John's**  
**Executive Summary Report on Revenue and Expenditure**  
**For the year ended December 31, 2019**

	<b>ANNUAL BUDGET</b>	<b>ACTUAL</b>	<b>VARIANCE \$</b>	<b>VARIANCE %</b>
<b>Cultural:</b>				
7445 St. John's Sports & Entertainment	3,403,200	3,392,609	10,591	0.3%
7551 Grants & Subsidies	1,495,443	1,539,975	(44,532)	-3.0%
7553 Local Immigration Partnership Strategy	66,974	57,617	9,357	14.0%
7910 Cultural Development	182,992	150,526	32,467	17.7%
7911 Municipal Archives	290,902	256,136	34,766	12.0%
7912 Railway Coastal Museum Operations	485,123	369,042	116,081	23.9%
<b>Cultural: Total</b>	<b>5,924,635</b>	<b>5,765,905</b>	<b>158,730</b>	<b>2.7%</b>
<b>PARKS, RECREATION &amp; CULTURAL SERVICES: TOTAL</b>	<b>25,826,886</b>	<b>24,624,447</b>	<b>1,202,438</b>	<b>4.7%</b>
<b>FISCAL SERVICES &amp; TRANSFERS:</b>				
<b>Fiscal Services:</b>				
8111 Short-Term Debt Charges	80,000	4,926	75,074	93.8%
8131 Debenture Debt Charges	37,720,261	34,345,261	3,375,000	8.9%
8191 Other Debt Charges	500,000	65,367	434,633	86.9%
<b>Fiscal Services: Total</b>	<b>38,300,261</b>	<b>34,415,554</b>	<b>3,884,707</b>	<b>10.1%</b>
<b>Transfers:</b>				
8211 Allowance For Doubtful Accounts	1,350,000	943,697	406,303	30.1%
8990 Capital Expenditures	21,017,512	21,017,511	-	0.0%
<b>Transfers: Total</b>	<b>22,367,512</b>	<b>21,961,209</b>	<b>406,303</b>	<b>1.8%</b>
<b>FISCAL SERVICES &amp; TRANSFERS: TOTAL</b>	<b>60,667,773</b>	<b>56,376,763</b>	<b>4,291,010</b>	<b>7.1%</b>
<b>EXPENDITURE BEFORE TRANSFERS TO OTHER DEPARTMENTS: TOTAL</b>	<b>306,983,621</b>	<b>293,648,805</b>	<b>13,334,816</b>	<b>4.3%</b>
<b>TRANSFERS TO OTHER DEPARTMENTS:</b>				
<b>Payroll Costs:</b>				
1295 EMPLOYER PAYROLL COSTS	5,954,463	5,272,748	681,715	11.4%
<b>Payroll Costs: Total</b>	<b>5,954,463</b>	<b>5,272,748</b>	<b>681,715</b>	<b>11.4%</b>
<b>Mechanical:</b>				
3111 ADMINISTRATION - MECHANICAL DEPT.	1,599,869	1,623,697	(23,828)	-1.5%
3121 VEHICLE & EQUIPMENT MAINTENANCE	9,210,898	8,881,771	329,128	3.6%
3123 ROBIN HOOD BAY HEAVY EQUIPMENT	685,078	496,262	188,816	27.6%
3129 VEHICLE FLEET RENTAL	(9,599,631)	(9,583,508)	(16,123)	0.2%
<b>Mechanical: Total</b>	<b>1,896,215</b>	<b>1,418,222</b>	<b>477,993</b>	<b>25.2%</b>
<b>TRANSFERS TO OTHER DEPARTMENTS: TOTAL</b>	<b>7,850,678</b>	<b>6,690,970</b>	<b>1,159,707</b>	<b>14.8%</b>
<b>EXPENDITURE: TOTAL</b>	<b>314,834,298</b>	<b>300,339,775</b>	<b>14,494,523</b>	<b>4.6%</b>

# DECISION/DIRECTION NOTE

**Title:** Rennies River Flood Mitigation Alternate Project Phasing Sequence

**Date Prepared:** September 24, 2019

**Report To:** Committee of the Whole

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

**Ward:** Ward 4

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## Decision/Direction Required:

Council Decision to approve an alternate project phasing sequence for implementation of the Rennies River flood mitigation measures downstream of Long Pond. This will allow flood mitigation to proceed while awaiting Provincial approval of the Long Pond weir.

## Discussion – Background and Current Status:

The Rennies River Catchment Stormwater Management Plan (RRCSWMP - April 2014) was issued for implementation of the project recommendations per Council Directive CD# R2014-05-26/5. The list below is an excerpt of the recommended projects in the noted study.

Priority	Description of Location
1	Location 3: Weir at outlet of Long Pond
2	Location 1, Option A: Kings Bridge Road to Portugal Cove Road & Upstream of Portugal Cove Road – Berms & Walls only (Recommended Option)
	Location 1, Option B: Kings Bridge Road to Portugal Cove Road & Upstream of Portugal Cove Road – New Channel and bridge
	Location 1, Option C: Kings Bridge Road to Portugal Cove Road & Upstream of Portugal Cove Road – Raised parking lot
2	Location 2: Upstream of Carpasian Road Bridge
3	Location 4: Clinch Crescent East to Clinch Crescent West
4	Location 5: Wicklow Street to Thorburn Road
5	Location 7: O'Leary Avenue Bridge
6	Location 8: Downstream of Mews Place

The report recommended that the weir at Long Pond be given first priority and the two problem areas located downstream of Long Pond be given second priority.

# ST. JOHN'S

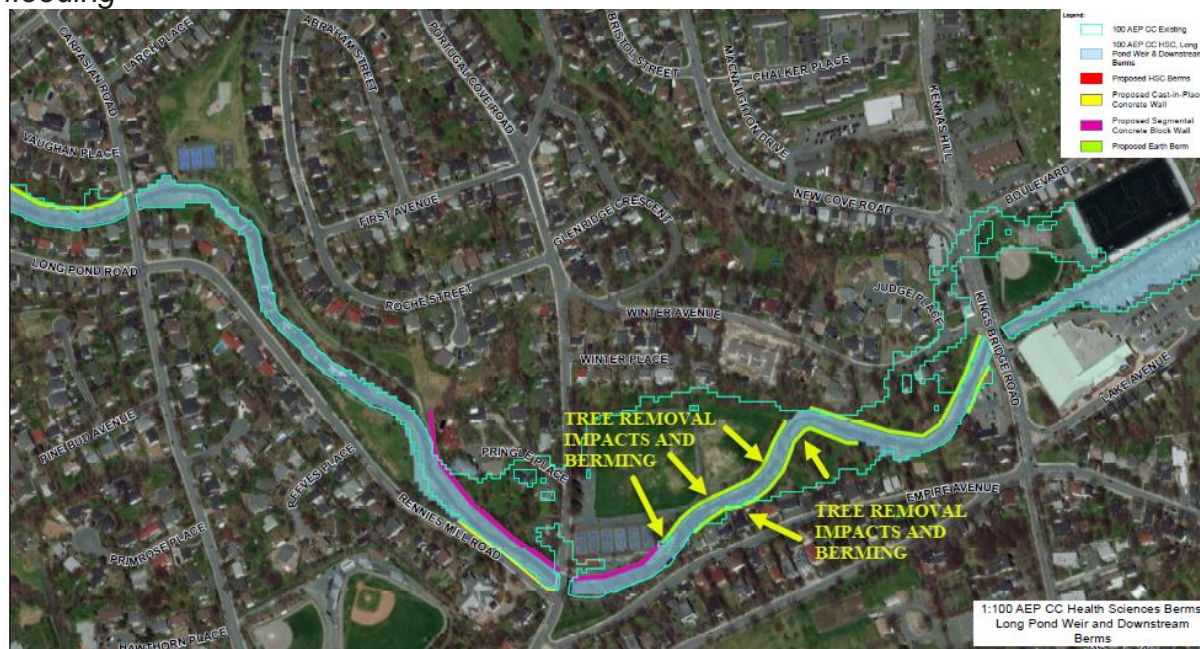
With funding approved for the construction of the Long Pond Weir in 2014, the City has been working through the provincial Environmental Approval process for the Long Pond Weir Project since that time. The process is still ongoing. The most recent progress has been the issuance of a revised Environmental Preview Report Guideline (June 2020) by the Province that will require revisions and updating to the Environmental Preview Report. Based on these new EPR Guidelines, a revised EPR will be required to continue the Environmental review and approval process for the Long Pond Weir Project.

In 2018, the City received funding for Phase 2A under the New Building Canada Fund. The scope of work was presented to the COTW meeting on December 19, 2018. One of the concerns raised during that meeting was what would be the affect with proceeding with Phase 2A flood mitigation works prior to the completion of the Long Pond Weir Project. CBCL were subsequently hired to undertake additional storm water modelling to review the impact of the downstream phasing sequence in the absence of the Long Pond Weir being completed.

### Revised Modelling Output

The flood mitigation measures presented in the RRCSWMP were based on the premise that the floodwater would be entirely contained within the Rennies River corridor in an effort to protect private properties and rear yards from flooding. To proceed in this manner would require the removal for many large mature trees that provide shade to the river ecosystem, as well, it could have a negative effect on the enjoyment on some properties rear yards, due to the removal of large private trees and the construction of large earthen berms. See Figure 1 below.

*Figure 1: Feildian Grounds, Riverdale Tennis Courts & Empire Ave rear yards protected from flooding*





After completing various modelling scenarios, it was determined that a two phased approach could be undertaken for the flood mitigation measures in the area downstream of Long Pond based on the timing of construction for the Long Pond Weir. The alternate scenario being presented would see the flood mitigation measures completed upstream of the Portugal Cove Rd bridge, as well as, the berming required along the rear of some Winter Ave properties and the NF Power substation upstream of the Kings Bridge Rd bridge. This approach will remove the properties along Pringle Place, Vaughan Place, Winter Ave, Kings Bridge Rd and The Boulevard from the floodplain; however the Fieldian Grounds, Riverdale Tennis Courts and some of the rear yards of properties along Empire Ave will remain in the floodplain until such time as the Long Pond Weir receives provincial approval and is subsequently constructed.

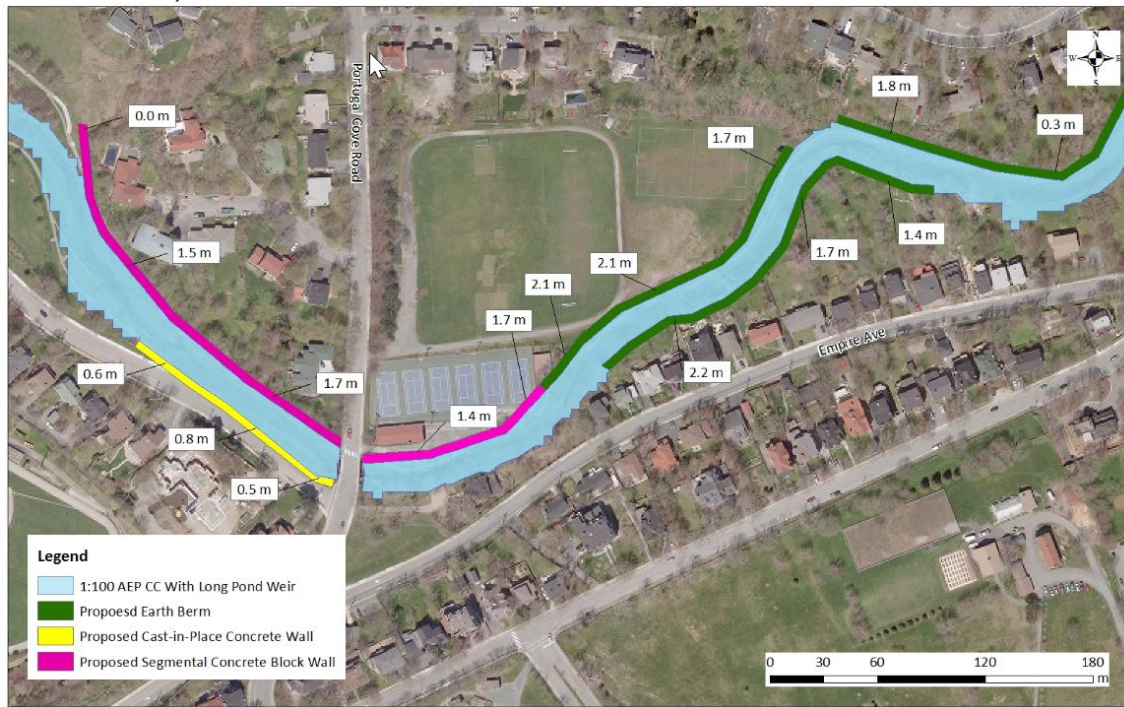
*Figure 2: Feildian Grounds, Riverdale Tennis Courts & Empire Ave rear yards allowed to flood (Maintain Status Quo)*



By allowing the Fieldian Grounds and Riverdale Tennis Courts to continue flooding, this alternate sequencing will substantially reduce the wall and berming heights by comparison of Figures 3 and 4 below. After the Long Pond Weir is approved and constructed, the remaining flood control measures downstream of Long Pond could be undertaken if Council, local area stakeholders and regulatory authorities (ie. DFO) are accepting of the required tree removals and additional berming / retaining walls required. An increase to the wall heights for the flood mitigation measures upstream of Portugal Cove Rd bridge would also be required for this subsequent phase, per Figure 3 below.



*Figure 3: Wall / Berms Heights Per Original Project Sequencing (After Long Pond Weir Constructed)*



*Figure 4: Wall / Berm Heights Per Alternate Project Phase Sequence (Maintain Status Quo – Long Pond Weir Not Constructed)*



**Current Project Sequence (Long Pond Weir to be constructed, followed then by downstream flood mitigation improvements below Long Pond)**

Pros	Cons
Provides flood protection for houses & backyards along Vaughan Pl, Pringle Pl, Winter Ave, Empire Ave, Kings Bridge Rd, The Boulevard, Feildian Grounds and Riverdale Tennis Courts.	Earthen berms encroach onto one of the Riverdale Tennis Courts.
	Mature trees must be removed to accommodate berms (loss of fish habitat and trail enjoyment).
	Property must be acquired at backyards along Empire Ave properties to accommodate berming.
	Provincial EA approval has been ongoing since 2014. It is unknown when, or if, the Long Pond Weir will be approved; thus, preventing any downstream flood mitigation work from proceeding.

**Alternative Project Sequencing (Modified downstream flood mitigation improvements completed as first priority, before the Long Pond Weir)**

Pros	Cons
Provides flood protection for houses & backyards along Vaughan Pl, Pringle Pl, Winter Ave, Kings Bridge Rd, and The Boulevard. As well as, flood protection for houses along Empire Ave.	Flood protection not provided to Feildian Grounds, Riverdale Tennis Courts and rear yards of Empire Ave properties.
Construction of berms will not result in removal of mature trees.	
Berms do not encroach onto Riverdale Tennis Courts.	
No property acquisition required.	
This approach will allow downstream flood mitigation projects to proceed while waiting for the Long Pond Weir to be approved	
Long Pond Weir could be constructed at a later date with necessary regulatory approvals in place for the Long Pond Weir. Flood protection measures for Feildian Grounds, Riverdale Tennis Courts and rear yards of Empire Ave properties could also proceed at a later date if negative impacts are deemed acceptable to Council, property stakeholders and regulatory authorities.	



**Key Considerations/Implications:**

1. Budget/Financial Implications:

The project is funded under the New Building Canada Fund (\$1.9M). Additional funding would be required for the subsequent phase of construction after the Long Pond Weir is completed.

2. Partners or Other Stakeholders:

- Residents along Empire Ave, Pringle Place, Vaughn Place and Winter Ave
- Feildians Athletic Association
- Riverdale Tennis Club

3. Alignment with Strategic Directions/Adopted Plans:

The Rennies River Flood Mitigation Project aligns with the Strategic Goal:

- A Sustainable City

4. Legal or Policy Implications:

The Development Regulations generally prohibits development in the floodplain and restricts development in the buffer. Implementation of this project may result in the removal of properties from the identified floodplain or buffer, potentially allowing development in those areas that are removed.

5. Engagement and Communications Considerations:

Stakeholders to be engaged during the planning and construction phase of the project.

6. Human Resource Implications: N/A

7. Procurement Implications:

Public Procurement Act to be followed for the design and construction stages of the project as per standard procedure.

8. Information Technology Implications: N/A

9. Other Implications: Environmental Assessment Process

The Department of Municipal Affairs & Environment (MAE) has advised that The Environmental Assessment Regulations, 2003, Section 35 (4b) define this project as an undertaking requiring environmental review pursuant to the Environmental Protection

Act, SNL 2002, cE-14.2. Following through with the Environmental Assessment review process, it will need to be determined by MAE what level of environmental assessment is required. Depending on the Ministers decision, the following are the four options:

- i) The undertaking may be released from further environmental review.
- ii) An Environmental Preview Report (EPR) may be required.
- iii) An Environmental Impact Statement (EIS) may be required.
- iv) The undertaking may be rejected.

This approval process could add months or years to the completion of the proposed flood mitigation works.

**Recommendation:**

That Council, approve the alternate project phasing sequence for implementation of the Rennies River flood mitigation measures downstream of Long Pond prior to the construction of the Long Pond Weir

**Prepared by:**

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Scott Winsor, P. Eng.  
Director of Engineering

**Approved by:**

---

Jason Sinyard, P. Eng.  
Deputy City Manager PERS

### Report Approval Details

Document Title:	Rennies River Flood Mitigation - Alternative Project Phase Sequencing.docx
Attachments:	
Final Approval Date:	Aug 28, 2020

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

**No Signature - Task assigned to Jason Sinyard was completed by workflow administrator Shanna Fitzgerald**

**Jason Sinyard - Aug 28, 2020 - 9:15 AM**

# INFORMATION NOTE

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**Title:** H.G.R. Mews Community Centre Replacement – Project Update

**Date Prepared:** August 26, 2020

**Report To:** His Worship the Mayor and Members of Council – Special Meeting

**Councillor and Role:** Councillor Jamie Korab, Community Services

**Ward:** Ward 3

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**Issue:** The purpose of this Information Note is to provide members of council with an update on the progress of the H.G.R. Mews Community Centre Replacement Project and to provide an overview of the next steps and project milestones dates.

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

The H.G.R. Mews Community Centre Replacement Project formally commenced after the site selection process was completed and council agreed unanimously on Mundy Pond Park as the future location of the facility back in August 2019.

A Request for Proposals was issued on September 30, 2019 to elicit submissions from qualified architectural and engineering teams for the design of the new community centre. Proposals were received and evaluated, 7 in total, and the highest scoring proposal was submitted by Lat49 Architecture Inc. A decision note was prepared and sent to council for approval and award of the work on November 25, 2019.

An internal Steering Committee was quickly formulated in December 2019 and is comprised of the following City Representatives: Tonya Knopp, P.Eng. – Manager, Facility Engineering, Patrick McDonald – Project Supervisor, Facility Engineering, Tanya Haywood – Deputy City Community Services, Carla Squires – Manager, Facilities Division, Natalie Godden – Manager, Family & Leisure Services, and Leslie O'Brien – Manager, City Buildings. A project kick off meeting was held on December 18, 2019 whereby we reviewed the terms of reference with the consultant, the project schedule, the project deliverables, and key lessons learned from other facility projects as well as key information obtained through the public engagement process.

To date, despite several challenges including snowmageddon and a world pandemic, the consultant has been able to maintain progress on the project. They have developed a concept that incorporates all of the elements deemed important by the facility end users through the public engagement process, and created a site plan and building concept that reflects continuity and connectivity between existing site amenities and new site amenities including the accessible and inclusive Canadian Tire Jumpstart Playground.

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The next step for the project includes the continuation of the public engagement and communication plan which is scheduled to formally roll out in September 2020. The Public Engagement and Communications Plan identifies the following dates for action items:

- 1). Update to Council – August 31, 2020
- 2). Mailout Postcards to Residents – September 11, 2020
- 3). Engagement Kickoff – September 14, 2020
- 4). Key Stakeholder Engagement Meetings – September 14-16<sup>th</sup>, 2020
- 5). Virtual Public Engagement Morning Session #1 – September 22, 2020
- 6). Virtual Public Engagement Evening Session #2 – September 24, 2020
- 7). What We Heard Document – October 9, 2020

Following completion of the public engagement and communications process, the Steering Committee and internal City stakeholders will be working with the consultant to finalize the design of the new community centre in anticipation of the next step in the process which is tendering of the project.

The following milestones have been identified for the remainder of the project:

- 1). Issue for Tender – Construction Phase – December 2021
- 2). Award of Construction Tender – March 2021
- 3). Contractor Mobilization to Site – April 2021
- 4). Construction Duration – 18 months (maximum 24 months)
- 5). Estimated Completion – October 2022

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

1. Budget/Financial Implications:  
This project is being funded through the Gas Tax.
2. Partners or Other Stakeholders:
3. Federal Government – Infrastructure, St. John's Boys and Girls Club, Canadian Tire Jumpstart Charities, CN Pensioners, Mundy Pond Softball, Mundy Pond Regatta, Ultimate Frisbee, Inclusion Advisory Committee.
4. Alignment with Strategic Directions/Adopted Plans:

A Sustainable City, A Sustainable City and An Effective City

5. Legal or Policy Implications: Not Applicable
6. Privacy Implications: Not Applicable
7. Engagement and Communications Considerations:  
A Public Engagement and Communications Plan has been developed for the project.
8. Human Resource Implications: Not Applicable
9. Procurement Implications: Not Applicable
10. Information Technology Implications: Not Applicable
11. Other Implications: Not Applicable

**Conclusion/Next Steps:**

To deliver a new community centre that meets project scope, project schedule and project budget and a create a new recreation hub in the community of Mundy Pond for all residents to enjoy.

### Report Approval Details

Document Title:	H.G.R. Mews Community Centre Replacement - Project Update.docx
Attachments:	
Final Approval Date:	Aug 27, 2020

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

**Scott Winsor - Aug 27, 2020 - 10:09 AM**

**Jason Sinyard - Aug 27, 2020 - 10:20 AM**

# ST. JOHN'S

## Report of Built Heritage Experts Panel

**August 19, 2020**

**12:00 p.m.**

**Virtual**

Present: Glenn Barnes, Chairperson  
Bruce Blackwood, Contractor  
Garnet Kindervater, Contractor  
Rachel Fitkowski, Landscape Architect

Regrets: Dawn Boutilier, Planner  
Mark Whalen, Architecture

Staff: Ken O'Brien, Chief Municipal Planner  
Ann Marie Cashin, Heritage and Urban Planner  
Maureen Harvey, Legislative Assistant  
Kent Decker, Senior Building Inspector

### **331 Water Street, Fascia and Wall Signs, SGN2000051**

The City received an application for fascia and wall signs at 331 Water Street. The subject property is located in Heritage Area 1, the Commercial Downtown District of the St. John's Municipal Plan and is zoned Commercial Central Retail (CCR). The building is under construction and is not a designated Heritage Building.

The sign application is brought to the Panel because the proposed signs exceed the maximum size set out in the Heritage Area Sign By-law. Pursuant to Section 20 of the By-law, the Heritage Advisory Committee may recommend to Council the acceptance of certain non-conforming signs whose particular design or situation merit such consideration and Council may accept or reject the recommendation, provided that the sign does not contravene the provisions of the St. John's Sign By-Law. Note, the proposed signage here does not contravene the Sign By-Law.

The attached renderings include signs for BMO (the Bank of Montreal) and for a future main tenant and other tenant. However, the applicant has



indicated that they are seeking approval only for the four BMO signs at this time. Once the other tenants are confirmed, they will seek a separate sign approval at that time.

Francisc Templer attended the meeting as the delegation to present his proposal for signage on the BMO building on Water Street.

Discussion took place with the following recommendation brought forward:

**Recommendation**

**Moved By** Garnet Kindervater

**Seconded By** Bruce Blackwood

That Council approve all four signs numbered as S1, S2, S3 and S4, on the attached renderings and further that the proposed “Major Tenant” signs (S10, S11 and S12), once applications have been submitted, be relocated to the area below the 2nd storey of the building. Should the signs exceed the guidelines of the Heritage Area Sign By-law, they must be brought back to the Panel for further consideration.”

**CARRIED UNANIMOUSLY**

**172 Campbell Avenue, Heritage Designation**

The City received an application to designate the building at 172 Campbell Avenue as a Heritage Building. The subject property is located outside of the St. John’s Heritage Areas, is designated Residential Medium Density under the St. John’s Municipal Plan and is zoned Residential Medium Density (R2). Should Council designate the building as a Heritage Building, discretionary uses in the R2 Zone include Heritage Use.

Discussion took place with staff providing a history of the building. It was agreed that if designated by Council and the use of the building changes, it would require further review by the City.

**Moved By** Bruce Blackwood

**Seconded By** Garnet Kindervater

Council approve the proposed heritage designation of 172 Campbell Avenue as presented and as supported by the NL Historic Trust and the Status of Women's Council.

**CARRIED UNANIMOUSLY**

### **Metal Roofs in Heritage Areas**

The City has received a request from a property owner to consider more than shingle-style metal roofs on residential buildings; see the attached memo. The owner would like to replace scalloped shingles on a mansard roof with a batten-seam metal roof. They claim that batten-seam metal is the only heritage-appropriate, visually attractive, long-lasting, and achievable solution for their mansard repair. To date, an application for renovations at the subject property has not been received.

Staff did, however, reminded the Panel of its position of last year as follows;

That the following apply to the use of modern roof materials in heritage areas:

- Shingle-style metal roofs for residential dwellings will be permitted subject to the material replicating heritage style. Non-residential buildings may be permitted other styles of metal roofs if the style replicates the existing roof style.
- Solar Panels will be permitted as long as they are not visible from the street.

**Moved By** Bruce Blackwood

**Seconded By** Rachel Fitkowski

That Council reject the assertion that a batten-seam roof is the most appropriate material to use in residential buildings of heritage areas and stand by its position of 2019 as follows:

That the following apply to the use of modern roof materials in heritage areas:

- Shingle-style metal roofs for residential dwellings will be permitted subject to the material replicating heritage style. Non-residential buildings may be permitted other styles of metal roofs if the style replicates the existing roof style.

**CARRIED UNANIMOUSLY**

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GLENN BARNES, CHAIR

# DECISION/DIRECTION NOTE

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**Title:** 331 Water Street, Fascia and Wall Signs, SGN2000051

**Date Prepared:** August 26, 2020

**Report To:** Committee of the Whole

**Councillor and Role:** Councillor Maggie Burton, Planning & Development

**Ward:** Ward 2

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## **Decision/Direction Required:**

To seek approval for the proposed fascia and wall signs at 331 Water Street.

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

The City received an application for fascia and wall signs at 331 Water Street. The subject property is located in Heritage Area 1, the Commercial Downtown District of the St. John's Municipal Plan and is zoned Commercial Central Retail (CCR). The building is under construction and is not a designated Heritage Building.

The sign application was brought to the Built Heritage Experts Panels (BHEP) because the proposed signs exceed the maximum size set out in the Heritage Area Sign By-law. Pursuant to Section 20 of the By-law, the Heritage Advisory Committee may recommend to Council the acceptance of certain non-conforming signs whose particular design or situation merit such consideration and Council may accept or reject the recommendation, provided that the sign does not contravene the provisions of the St. John's Sign By-Law. Note, the proposed signage here does not contravene the Sign By-Law.

The attached renderings include signs for BMO (the Bank of Montreal) and for a future "Main Tenant" and "Other Tenant". The applicant has indicated that they are seeking approval only for the four BMO signs at this time, however at the BHEP meeting, the applicant requested that the other signs be reviewed for feedback. Once the other tenants are confirmed, they will seek a separate sign approval at that time.

For fascia signs in Heritage Areas, the sign shall not exceed 24 inches in height. The letters of the proposed BMO fascia sign (shown as S3) on Water Street meet this requirement, however the logo measures 34.75 inches high. Wall signs are not permitted to be placed above second storey windows and shall not exceed 3 square metres (32 square feet). The proposed wall signs are located at the top of the third storey and are larger than permitted. Signs S1 and S2 are almost twice the permitted size, while S3 is within the size requirements but is still located above the second storey windows.

Following discussion, the BHEP recommended approving the four BMO signs as proposed. The fascia sign is not out of place and it is typical for wall signs of the main tenant to be placed

# ST. JOHN'S

at upper corners of larger buildings. However, the BHEP do not recommend approving additional wall signs that do not meet the Heritage Area Sign By-law. The proposed “Major Tenant” signs should not be placed above the second storey windows on either façade and should not exceed the maximum size indicated in the By-law. Staff agree with this recommendation.

**Key Considerations/Implications:**

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Applicant, citizens and downtown organizations.
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: Heritage standards of the St. John’s Development Regulations and provisions of the Heritage Area Sign By-law.
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 all four signs numbered as S1, S2, S3 and S4, on the attached renderings and further that the proposed “Major Tenant” signs (S10, S11 and S12), once applications have been submitted, be relocated to the area below the 2nd storey of the building. Should the signs exceed the regulations in the Heritage Area Sign By-law, they must be brought back to the Built Heritage Experts Panel for further consideration.

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

**Location of Subject Property**  
331 Water Street



**Report Approval Details**

Document Title:	331 Water Street, Fascia and Wall Signs, SGN2000051 (COTW).docx
Attachments:	- 331 Water Street - Attachment.pdf
Final Approval Date:	Aug 27, 2020

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

**Ken O'Brien - Aug 27, 2020 - 1:53 PM**

**Jason Sinyard - Aug 27, 2020 - 3:07 PM**



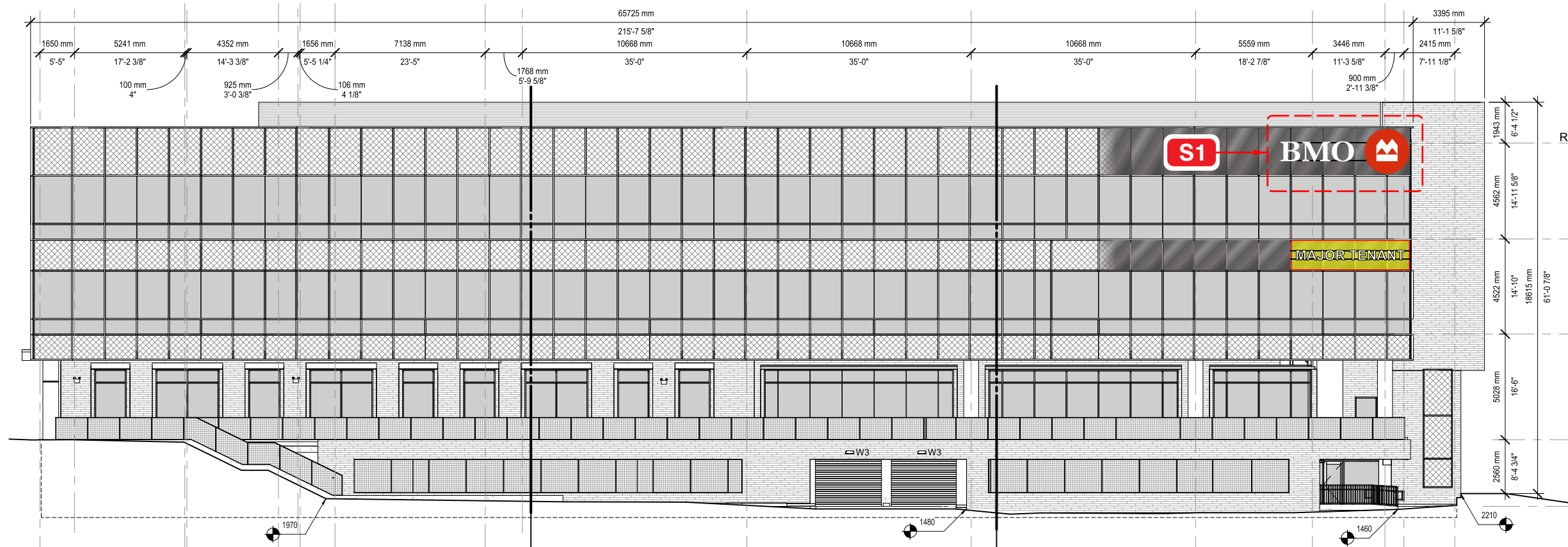






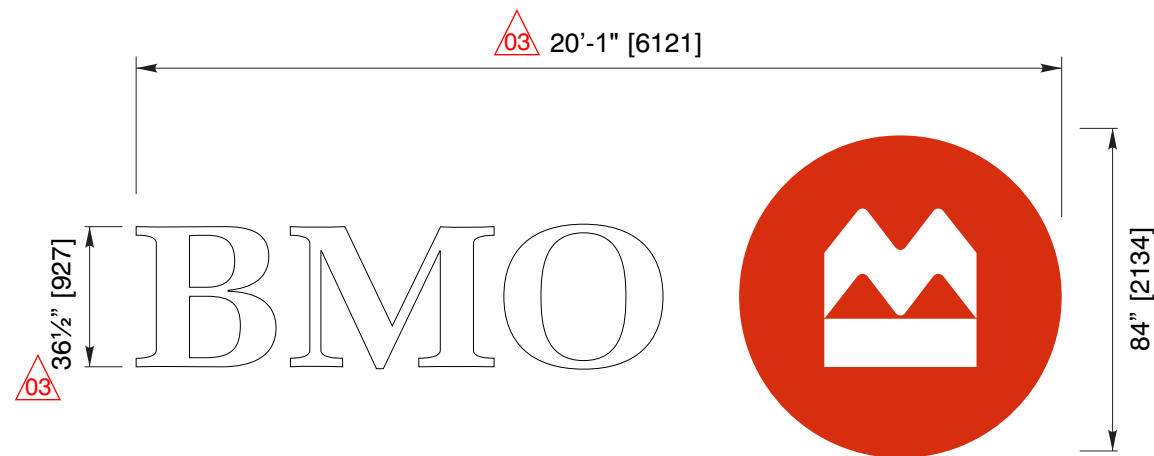


**S1**



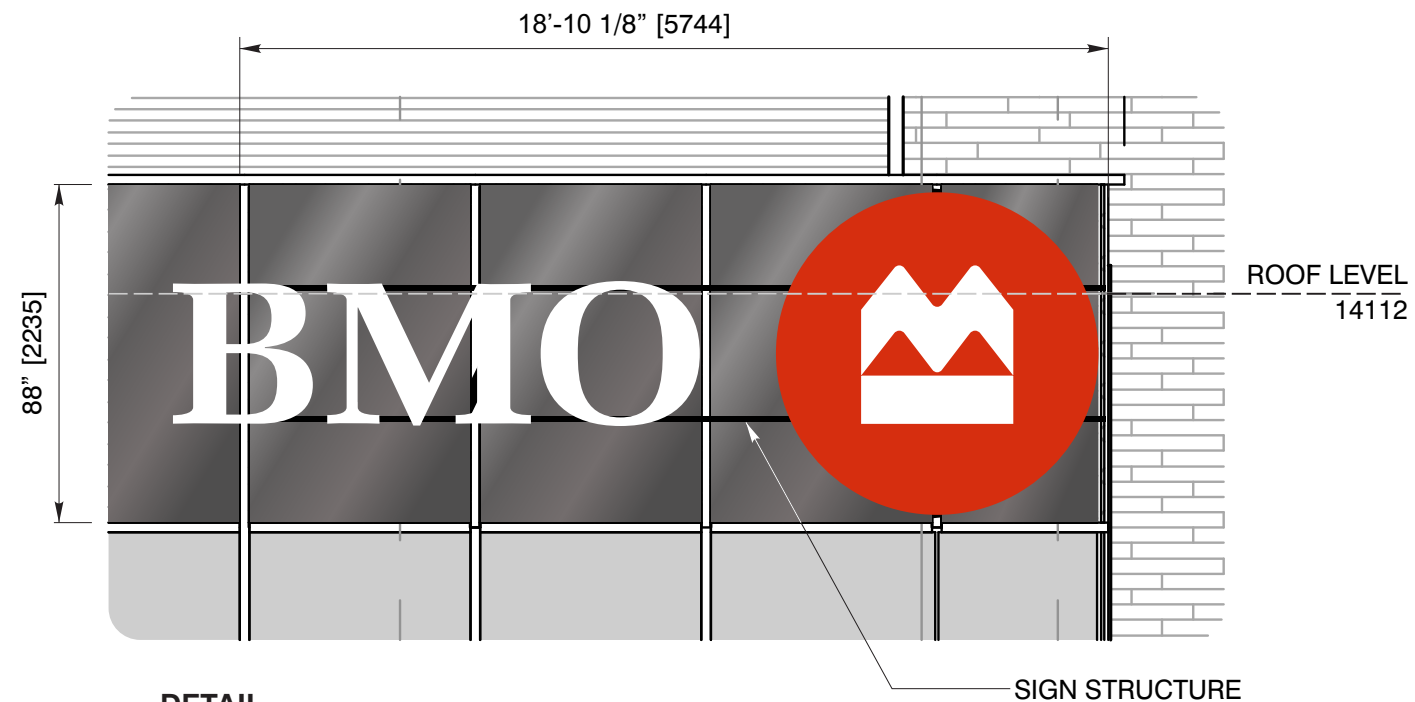
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## GRAPHIC ELEVATION

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## DETAIL

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01	PRESENTATION	FT	JB	20-05-22
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02	PRESENTATION	FT	JB	20-06-05
REV. S16 CHANGE TO GENERIC LOGO				
03	PRESENTATION	FT	JB	20-07-13
REV. BMO LOGO UPDATE				

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ACCOUNT EXEC.:  
**CARLO PAOLUCCI**

PROJECT MANAGER:  
**JOSÉE BUSSIERES**

CLIENT: **ALRE PROPERTIES**

1652 RUE SHERBROOKE OUEST  
MONTREAL, QC. H2L 1M5

PROPERTY CODE:

**SITE/PROJECT:**

**BMO NEWFOUNDLAND**

**331 WATER STREET**

**ST. JOHN, NL A1C 1B9**

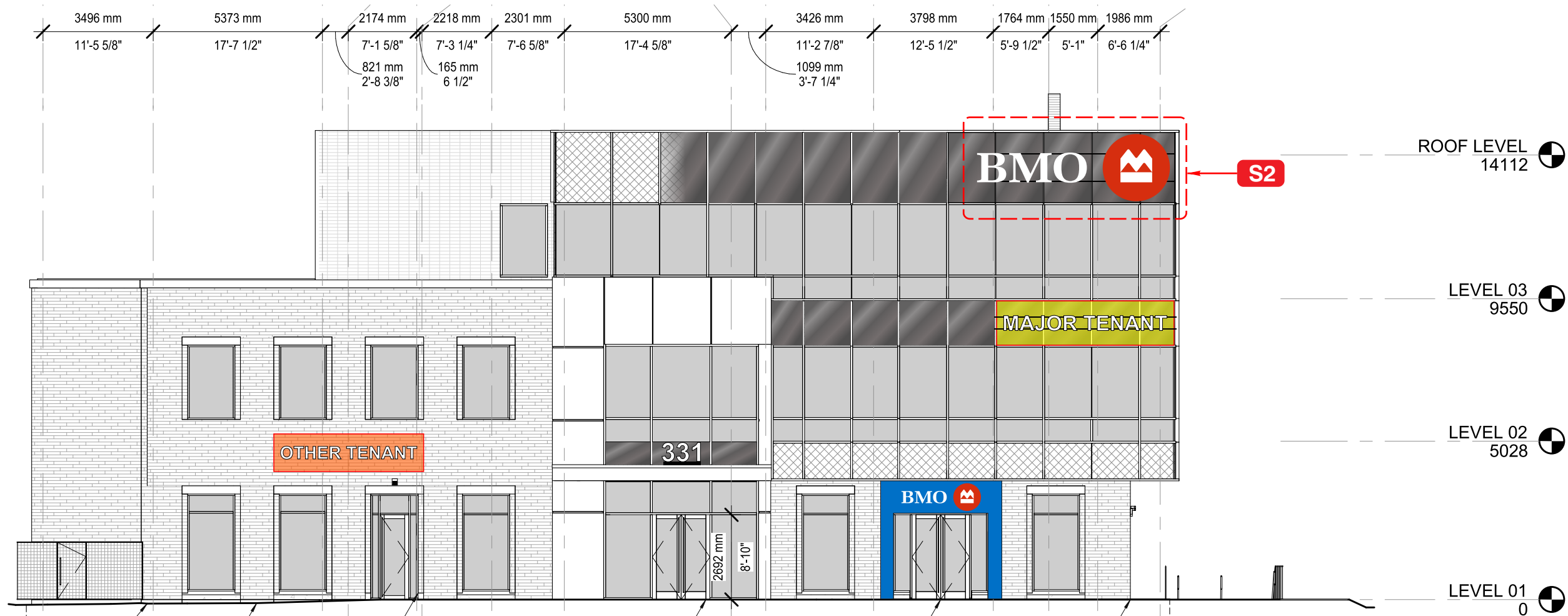
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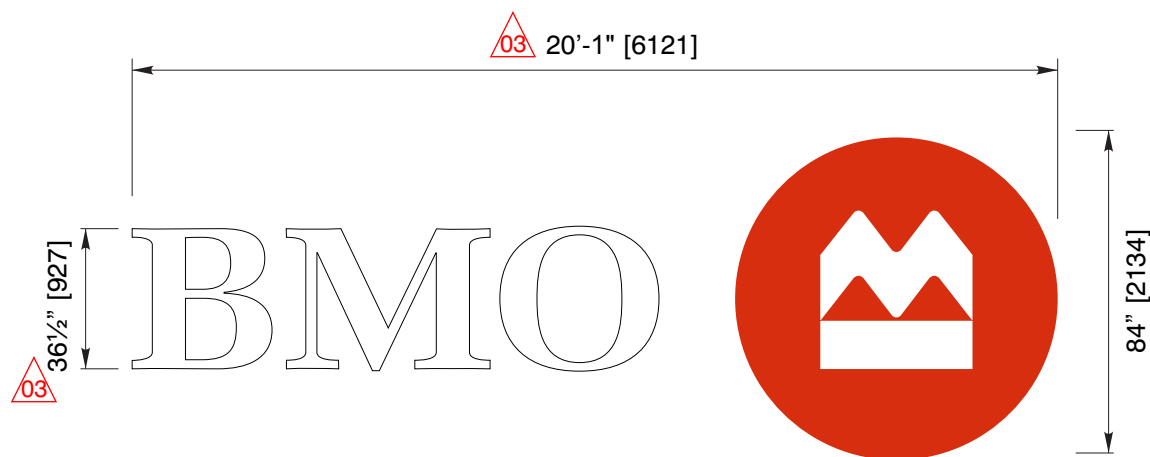
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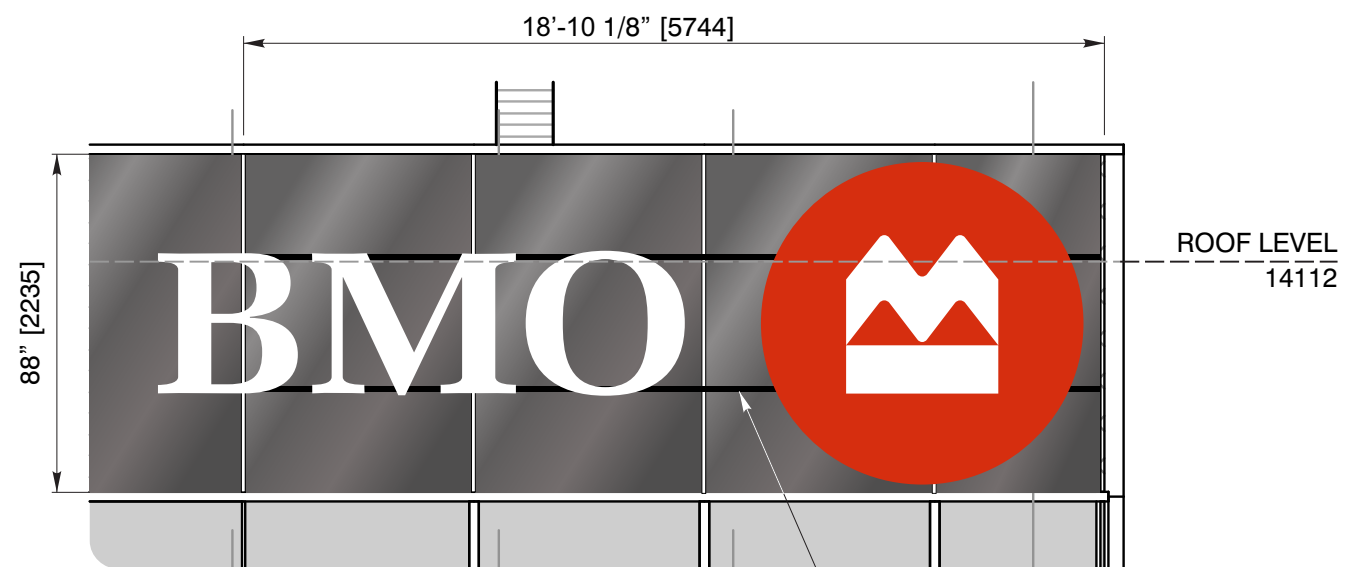
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GRAPHIC ELEVATION


SCALE: 1:50



DETAIL

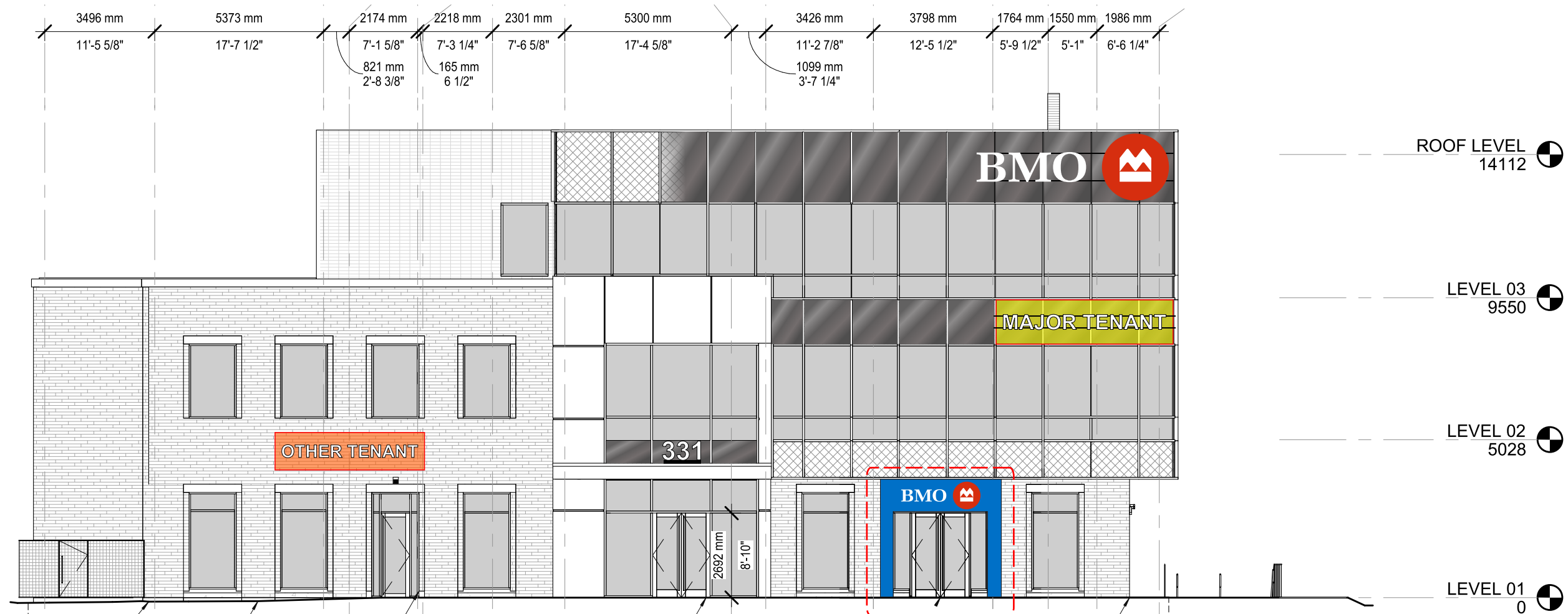
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03	PRESENTATION	FT	JB	20-07-13
REV. BMO LOGO UPDATE				
<div><div></div><div>4130, Highway 440 west South service road Laval (Québec) H7T 0H3 Phone : 450.668.4888 Phone : 514.955.3333 Fax : 450.668.8822</div></div> <div>www.montrealneon.com</div> <div>REPRODUCTION, COPYING ARE NOT PERMITTED WITHOUT AUTHORISATION OF MONTREAL NEON SIGNS</div> <div>ACCOUNT EXEC.: CARLO PAOLUCCI</div> <div>PROJECT MANAGER: JOSÉE BUSSIERES</div> <div>CLIENT: ALRE PROPERTIES</div> <div>1652 RUE SHERBROOKE OUEST MONTREAL, QC. H2L 1M5</div> <div>PROPERTY CODE:</div> <div>SITE/PROJECT: BMO NEWFOUNDLAND 331 WATER STREET ST. JOHN, NL A1C 1B9</div> <div>TYPE OF PROJECT: NEW BUILT</div> <div>TITLE: WEST ELEVATION</div> <div>FILE: 16460_GEN_R03</div> <div>05 13</div>				

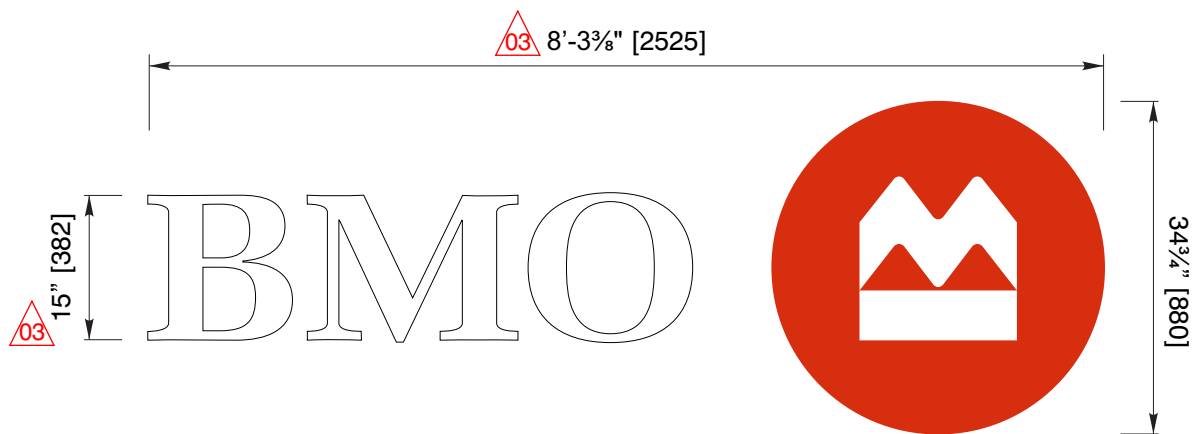
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S4



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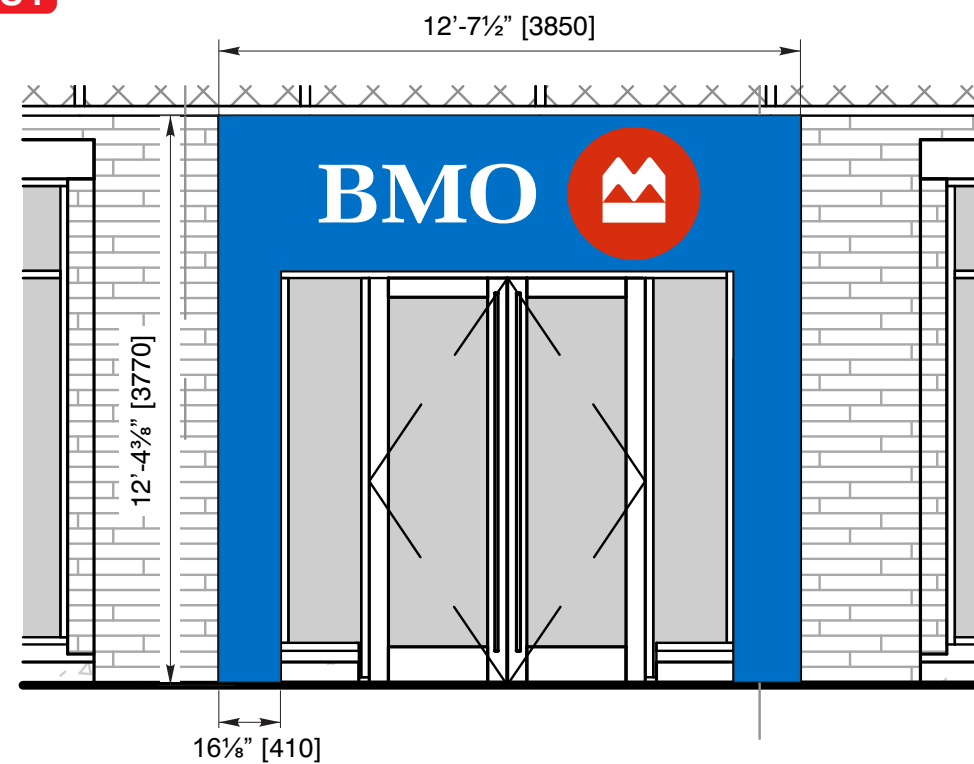
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GRAPHIC ELEVATION

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S4



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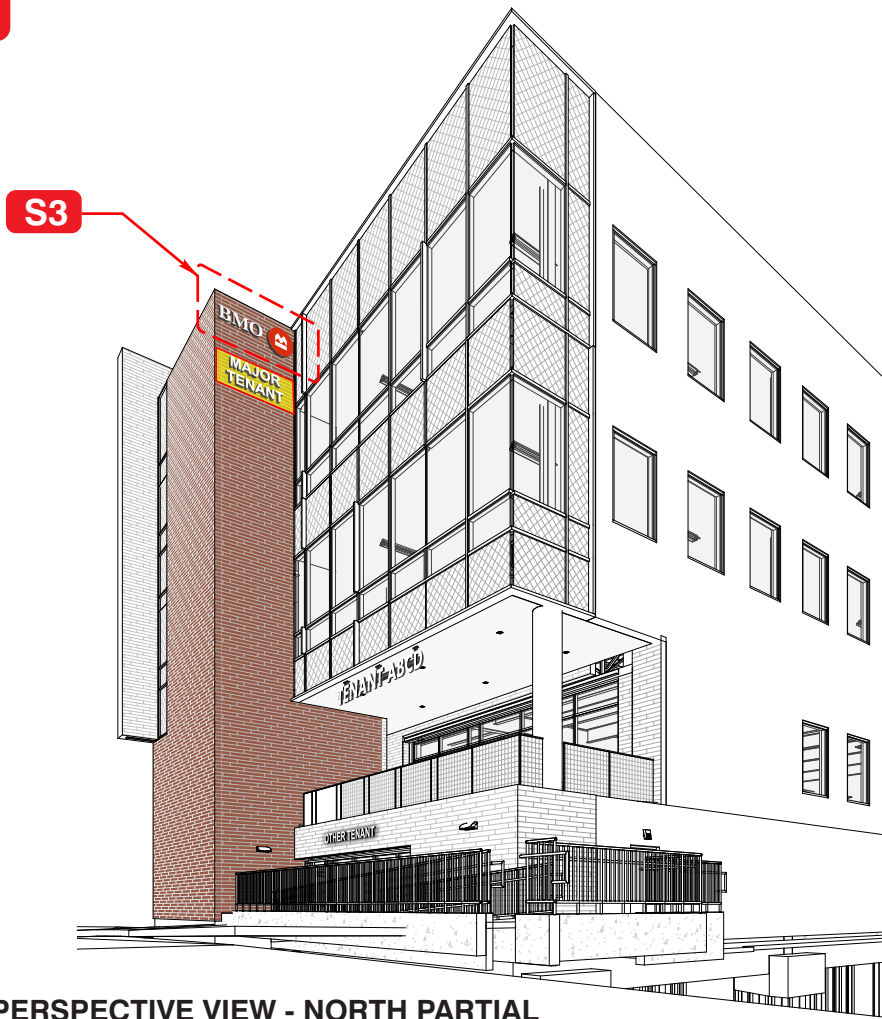
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REV. BMO LOGO UPDATE				
<div><div></div><div>4130, Highway 440 west South service road Laval (Québec) H7T 0H3 Phone : 450.668.4888 Phone : 514.955.3333 Fax : 450.668.8822</div></div> <div>www.montrealneon.com</div> <div>REPRODUCTION, COPYING ARE NOT PERMITTED WITHOUT AUTHORISATION OF MONTREAL NEON SIGNS</div> <div>ACCOUNT EXEC.: CARLO PAOLUCCI</div> <div>PROJECT MANAGER: JOSÉE BUSSIERES</div> <div>CLIENT: ALRE PROPERTIES</div> <div>1652 RUE SHERBROOKE OUEST MONTREAL, QC. H2L 1M5</div> <div>PROPERTY CODE:</div> <div>SITE/PROJECT: BMO NEWFOUNDLAND 331 WATER STREET ST. JOHN, NL A1C 1B9</div> <div>TYPE OF PROJECT: NEW BUILT</div> <div>TITLE: WEST ELEVATION</div> <div>FILE: 16460_GEN_R03</div> <div>06 13</div>				

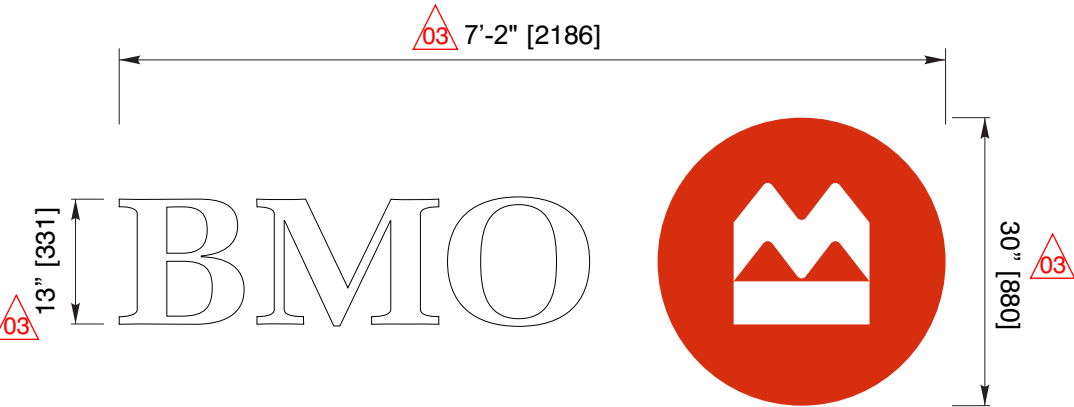


S3



PERSPECTIVE VIEW - NORTH PARTIAL

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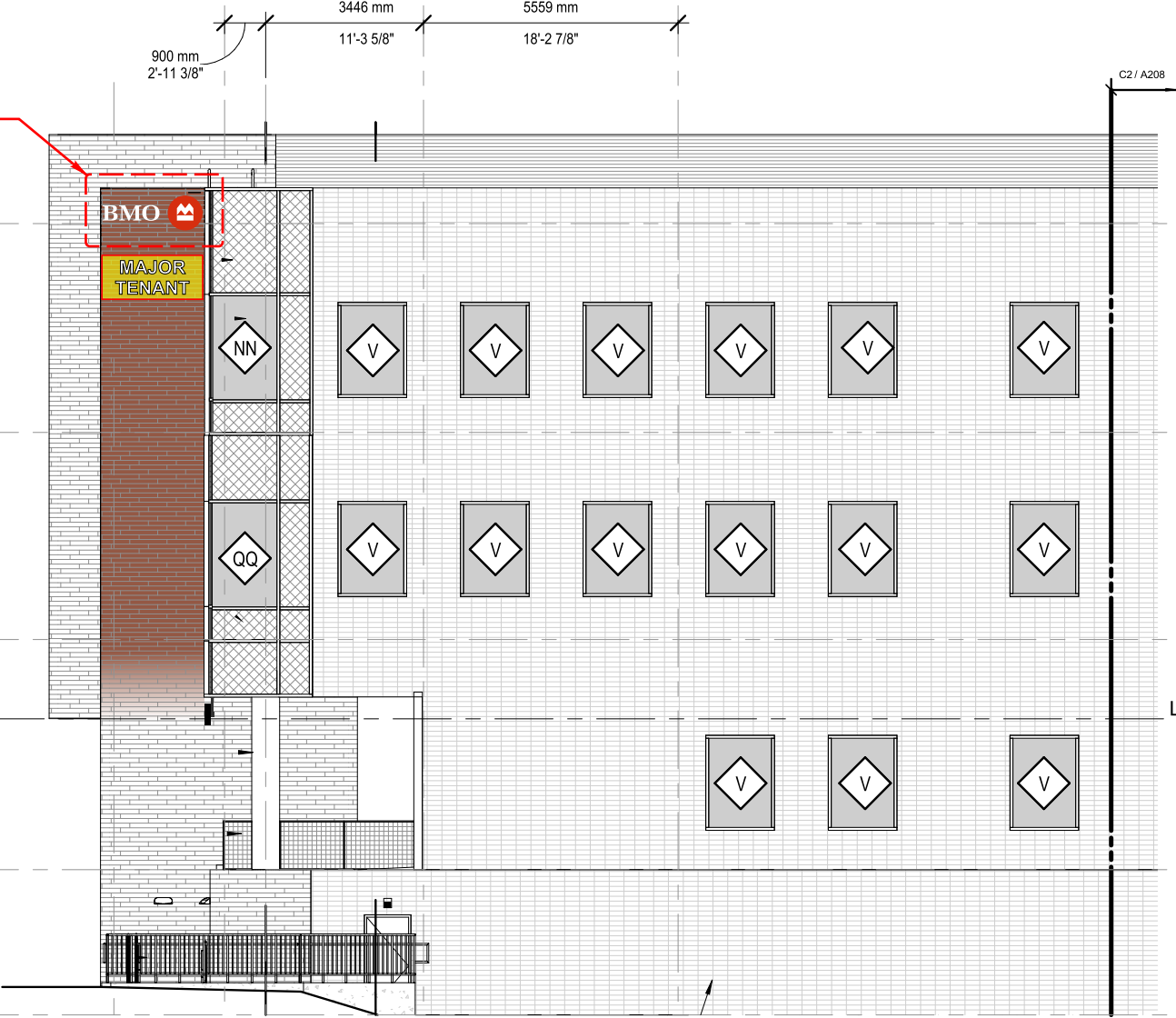


GRAPHIC ELEVATION

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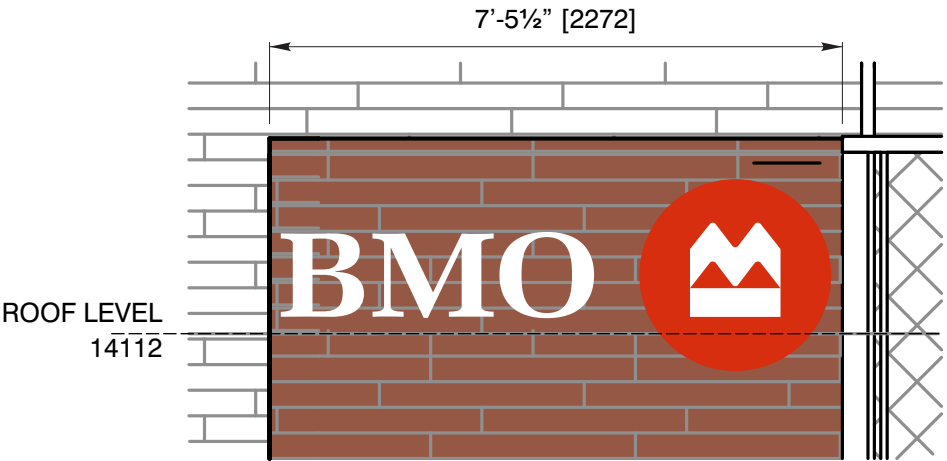
S3

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- LEVEL 02 5028
- LEVEL 04 3294
- LEVEL 01 0
- LEVEL B1



NORTH ELEVATION - PARTIAL

SCALE: 1:150



ROOF LEVEL 14112

DETAIL

SCALE: 1:30

APPROVAL BOX	INITIAL	DATE
CUSTOMER APPROVAL		

REVISIONS

No.	DESCRIPTION	Init.	Ver.	DATE yy-mm-dd
00	PRESENTATION	FT	JB	20-05-20
01	PRESENTATION	FT	JB	20-05-22
REV. RESTAURANT LOGO EAST ELV. ADDED				
02	PRESENTATION	FT	JB	20-06-05
REV. S16 CHANGE TO GENERIC LOGO				
03	PRESENTATION	FT	JB	20-07-13
REV. BMO LOGO UPDATE				

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ACCOUNT EXEC.:  
CARLO PAOLUCCI

PROJECT MANAGER:  
JOSÉE BUSSIERES

CLIENT:  
ALRE PROPERTIES

1652 RUE SHERBROOKE OUEST  
MONTREAL, QC. H2L 1M5

PROPERTY CODE:

SITE/PROJECT:  
BMO NEWFOUNDLAND  
331 WATER STREET  
ST. JOHN, NL A1C 1B9

TYPE OF PROJECT:  
NEW BUILT

TITLE:  
NORTH ELEVATION

FILE:  
16460\_GEN\_R03

010  
13

# DECISION/DIRECTION NOTE

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**Title:** 172 Campbell Avenue, Heritage Designation

**Date Prepared:** August 26, 2020

**Report To:** Committee of the Whole

**Councillor and Role:** Councillor Maggie Burton, Planning & Development

**Ward:** Ward 3

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**Decision/Direction Required:**

To seek approval to designate 172 Campbell Avenue as a Heritage Building.

**Discussion – Background and Current Status:**

The City received an application to designate the building at 172 Campbell Avenue as a Heritage Building. The subject property is located outside of the St. John's Heritage Areas, is designated Residential Medium Density under the St. John's Municipal Plan and is zoned Residential Medium Density (R2). Should Council designate the building as a Heritage Building, discretionary uses in the R2 Zone include Heritage Use.

From the City of St. John's Act, Council can designate heritage buildings that collectively represent a cross-section of periods and styles in the city's historic and cultural evolution. 172 Campbell Avenue is an excellent example of an early 20th-century dwelling developed at a time when the city was expanding away from the downtown. The attached 1932 map shows that this area was near the edge of St. John's and displays proposed roads for future development. At the time, much of the Ropewalk Lane area was farmland and industrial land owned by William Duff and family.

William Duff ran a commercial garage next to 172 Campbell Avenue, then called Mundy Pond Road. Ads for the garage can be found in many editions of the St. John's telephone directory. Mr. Duff and family lived above the garage from 1932 to 1937 while he built their home during his free time. The home was completed in 1938 - as written in the concrete along the property boundary. Their family included Mr. Duff, his wife Catherine Duff and their three children, William Jr., Mary Catherine and Elizabeth.

Mr. Duff's daughter Elizabeth (or Bettie) made significant impacts in the province and was a pioneer for the woman's movement in Newfoundland and Labrador. Ms. Duff served a long career as a civil servant, starting as private secretary to Premier Joseph Smallwood for 23 years, then taking on executive assistant roles. In 1977, she was appointed the Clerk of the Newfoundland and Labrador House of Assembly, a position which she held until retiring in 1991. She was the first female Clerk of the House of Assembly and the first female clerk of any legislative body in Canada. Ms. Duff lived at 172 Campbell Avenue from the age of a young girl

# ST. JOHN'S

until her death in 2016 at age 90, when she passed away on her birthday. Following her death, Ms. Duff was honoured by tributes in the NL House of Assembly and the Senate of Canada.

The dwelling at 172 Campbell Avenue is an example of Colonial Revival architecture and is one of the last remaining examples of early 20th-century residential architecture in this part of St. John's. The two-storey, square dwelling includes typical Colonial Revival features such as a hipped roof, a prominent front portico with pediment and columns, a porch which spans the entire front façade, symmetrical placement of windows, a centered front door with sidelights and transom, narrow clapboard, and single-hung windows. There is not much ornamentation, but the house does have small modillions (brackets) beneath the eaves, stained-glass windows on the side porch, and some decorative woodwork on the corner boards and window trims. The rear of the dwelling includes a carriage-style door to the basement. The house has had renovations over the years but the structure is unchanged. Recent upgrades to the windows and cladding replicate the original home. All concrete and masonry were recently repaired using original moulds found in basement. Historic photos of the Duff's commercial garage with the dwelling in the background are attached.

The BHEP recommend designating this building as a Heritage Building and staff agree with this recommendation.

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

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Property owners; heritage organizations; feminist organizations.
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: Should the designation proceed, the Legal Department will write a Heritage Designation By-law for 172 Campbell Avenue for Council's consideration.
5. Privacy Implications: Not applicable.
6. Engagement and Communications Considerations: Prior to designating the building, Council must issue a Notice of Motion at a regular Council meeting.
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 proposed heritage designation of 172 Campbell Avenue as presented and as supported by the NL Historic Trust and the Status of Women's Council.

Further, that Council direct the Legal Department to undertake a Designation By-law for Council's consideration.

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

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

**Location of Subject Property**  
172 Campbell Avenue





**Report Approval Details**

Document Title:	172 Campbell Avenue, Heritage Designation (COTW).docx
Attachments:	- 172 Campbell Avenue - Attachments.pdf
Final Approval Date:	Aug 27, 2020

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

**Ken O'Brien - Aug 27, 2020 - 1:57 PM**

**Jason Sinyard - Aug 27, 2020 - 3:06 PM**

## Statement of Significance



### **172 Campbell Avenue**

#### **Formal Recognition Type**

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

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

172 Campbell Avenue is a two-storey wooden dwelling located near the intersection of Campbell Avenue and Ropewalk Lane in St. John's, NL. The designation is confined to the footprint of the building.

#### **Heritage Value**

172 Campbell Avenue has been designated because of its aesthetic and historic values.

172 Campbell Avenue achieves aesthetic value because it is an excellent surviving example of an early to mid-20<sup>th</sup> century single-detached structure, built in the Colonial Revival style of architecture. The structure is one of the last remaining original dwellings in this area that was developed at a time when the City was expanding away from the downtown.

Features of this style include: a square footprint with a hipped roof, prominent front portico with pediment and columns, a porch which spans the entire front façade, symmetrical placement of windows, a centered front door with sidelights and transom,

narrow clapboard, and single-hung windows. Typical of Colonial Revival, there is limited ornamentation, but the house does include small modillions beneath the eaves, stained-glass windows on the side porch, and some decorative woodwork on the corner boards and window trims. The structure has been renovated over the years but remains generally unchanged. Recent upgrades to the windows and cladding replicate the original home, and all concrete and masonry were repaired using original moulds.

172 Campbell Avenue has historic value because of its association with William Duff, the original builder and owner, and his daughter, Elizabeth Duff. William Duff ran a well-known commercial garage next to 172 Campbell Avenue, then called Mundy Pond Road. Mr. Duff and family lived above the garage from 1932 to 1937 while he built their home during his free time. The home was completed in 1938 - as written in the concrete along the property boundary. Their family included Mr. Duff, his wife Catherine Duff and their three children, William Jr., Mary Catherine, and Elizabeth.

Mr. Duff's daughter Elizabeth (or Bettie) made significant impacts in the province and was a pioneer for the woman's movement in Newfoundland and Labrador. Ms. Duff served a long career as a civil servant, starting as private secretary to Premier Joseph Smallwood for 23 years, then taking on executive assistant roles. In 1977, she was appointed the Clerk of the Newfoundland and Labrador House of Assembly, a position which she held until retiring in 1991. She was the first female Clerk of the House of Assembly and the first female clerk of any legislative body in Canada. Ms. Duff lived at 172 Campbell Avenue from the age of a young girl until her death in 2016 at age 90, when she passed away on her birthday. Following her death, Ms. Duff was honoured by tributes in the NL House of Assembly and the Senate of Canada.

**Source: Designated at a regular meeting of the St. John's Municipal Council held.....**

### **Character Defining Elements**

All elements that define the building's Colonial Revival design including:


- square footprint with a hipped roof
- prominent front portico with pediment and columns
- porch which spans the entire front façade
- symmetrical placement of windows
- centered front door with sidelights and transom
- narrow clapboard
- single-hung windows
- small modillions beneath the eaves
- stained-glass windows on the side porch
- decorative woodwork on the corner boards and window trims

## Location and History

<b>Community</b>	St. John's
<b>Municipality</b>	City of St. John's
<b>Civic Address</b>	172 Campbell Avenue
<b>Construction</b>	1938
<b>Builder</b>	William Diff
<b>Style</b>	Colonial Revival
<b>Building Plan</b>	Square

## Additional Photos:



	<b>PDE Heritage – FORM 1</b>	<b>Department of Planning, Development and Engineering</b>		
<b>Heritage Building Designation</b>				
<b>PROPERTY LOCATION</b>				
Civic Address:				
Applicant Name:		Phone (h)		(c)
Mailing Address:		Email:		
<b>ARCHITECTURE</b> (maximum 35)				<b>SECTION A</b>
	E	VG	G	F/P
1. Style:	20	10	5	0
2. Construction:	15	8	4	0
3. Age:	10	8	5	0
4. Architect:	8	4	2	0
5. Design:	8	4	2	0
6. Interior:	4	2	1	0
<b>Sub Total</b>				
<b>HISTORY</b> (maximum 35)				<b>SECTION B</b>
7. Person:	25	10	5	0
8. Event:	15	8	4	0
9. Context:	10	5	2	0
<b>Sub Total</b>				
<b>ENVIRONMENT</b> (maximum 15)				<b>SECTION C</b>
10. Continuity:	5	3	1	0
11. Setting:	5	3	1	0
12. Landmark:	5	3	1	0
<b>Sub Total</b>				
<b>INTEGRITY</b> (maximum 15)				<b>SECTION D</b>
13. Site:	5	3	1	0
14. Alterations:	5	3	2	0
15. Condition:	5	3	2	0
<b>Sub Total</b>				
<b>TOTAL SCORE</b>				
<b>SIGNATURE</b>				
Reviewed by: _____ Date (yyyy-mm-dd) _____				

E - Excellent

VG - Very Good

G – Good

F/P – Fair/Poor





1938



























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JUN • 65 •



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Page 3, 172 Campbell Avenue:

History of the house from Page 1 of Application:

Built over the span of 1932 to 1937, the history of the house is that of the Duff family - William and Catherine Duff. They had 3 children, William Jr., Mary Catherine and Elizabeth.

The family owned most of the land in the Ropewalk Lane area, which was mostly farm and industrial land.

William ran a machine shop on the adjoining property, where they lived upstairs above the machine shop, while in his off time he built the house over a span of 5 years.

He honoured the history of ships and shipping in Newfoundland by fashioning fixtures and designs to replicate a ship, even including starboard light in the kitchen.

Elizabeth moved into the house with her family, as a young girl, and spent the rest of her life there, watching her neighbourhood, her city and the world change over the years, until her death in 2016 at the age of 90, when she passed away on her birthday.

Elizabeth was part of the change happening around her. Unknowingly, she was a pioneer for the women's movement, a woman ahead of her time. She was the first female Clerk of the House of Assembly in Newfoundland Labrador; and indeed the first female clerk of any legislative body in all of Canada.





NEWFOUNDLAND & LABRADOR  
**HISTORIC TRUST**  
— est 1966 —

July 15, 2020

Mayor Danny Breen  
Deputy Mayor Sheilagh O'Leary  
Councillors Burton, Collins, Froude, Hanlon, Hickman, Jamieson, Korab, Lane, and Stapleton  
City of St. John's  
P.O. Box 908  
St. John's, NL A1C 5M2

Re: 172 Campbell Avenue Heritage Designation

Dear Mayor Breen, Deputy Mayor O'Leary, and Councillors Burton, Collins, Froude, Hanlon, Hickman, Jamieson, Korab, Lane, and Stapleton:

We write to express our support for the Heritage Designation of 172 Campbell Avenue.

The house possesses architectural merit, as a fine example of early twentieth century residential architecture. It is one of the last remaining such examples in this part of St. John's.

Additionally, 172 Campbell Avenue warrants designation for its historic value, as the lifelong residence of Elizabeth Duff, daughter of original owner William Duff. Ms. Duff was the first female Clerk of the Newfoundland and Labrador House of Assembly, a position she held from 1977 until her retirement in 1991. Notably, she was the first female Clerk of any legislature or parliament in all of Canada.

For its architectural significance and its connection to an important figure in provincial and national women's history, we strongly encourage the Heritage Designation of 172 Campbell Avenue.

Sincerely,

Board of Directors  
Newfoundland and Labrador Historic Trust

*The Newfoundland and Labrador Historic Trust is dedicated to the preservation of the province's buildings and landscapes and their importance to communities.*

To Whom It May Concern,

The St. John's Status of Women's Council supports the designation of 172 Campbell Avenue as a Heritage site. We recognize the contribution of this home to the architectural heritage of the area, and understand the importance of preserving its future through a Heritage Designation. The unique interior and exterior of this home have been maintained for decades, all the while honouring the history of the home. Particularly in recent years, the home has been refurbished by Brace Holdings Inc.

We acknowledge the service of Elizabeth Duff, who was born and raised in this home. She remained there until her passing in 2016, when she was 90 years old. Elizabeth was the first female Clerk of the House of Assembly of Newfoundland and Labrador, making her the first female clerk of any legislative assembly in Canada.

We support the application for Heritage Designation and acknowledge that this is an important step toward protecting a piece of the city's history, both with regards to the architectural heritage as well as heritage of the women's community.

Thank you for considering this request.



Laura Winters

Executive Director,

St. John's Status of Women Council

[laura@sjwomenscentre.ca](mailto:laura@sjwomenscentre.ca)

# NEWFOUNDLAND.



From  
Official Plans and Actual Surveys

by  
W.P. RYAN.  
City Engineer.

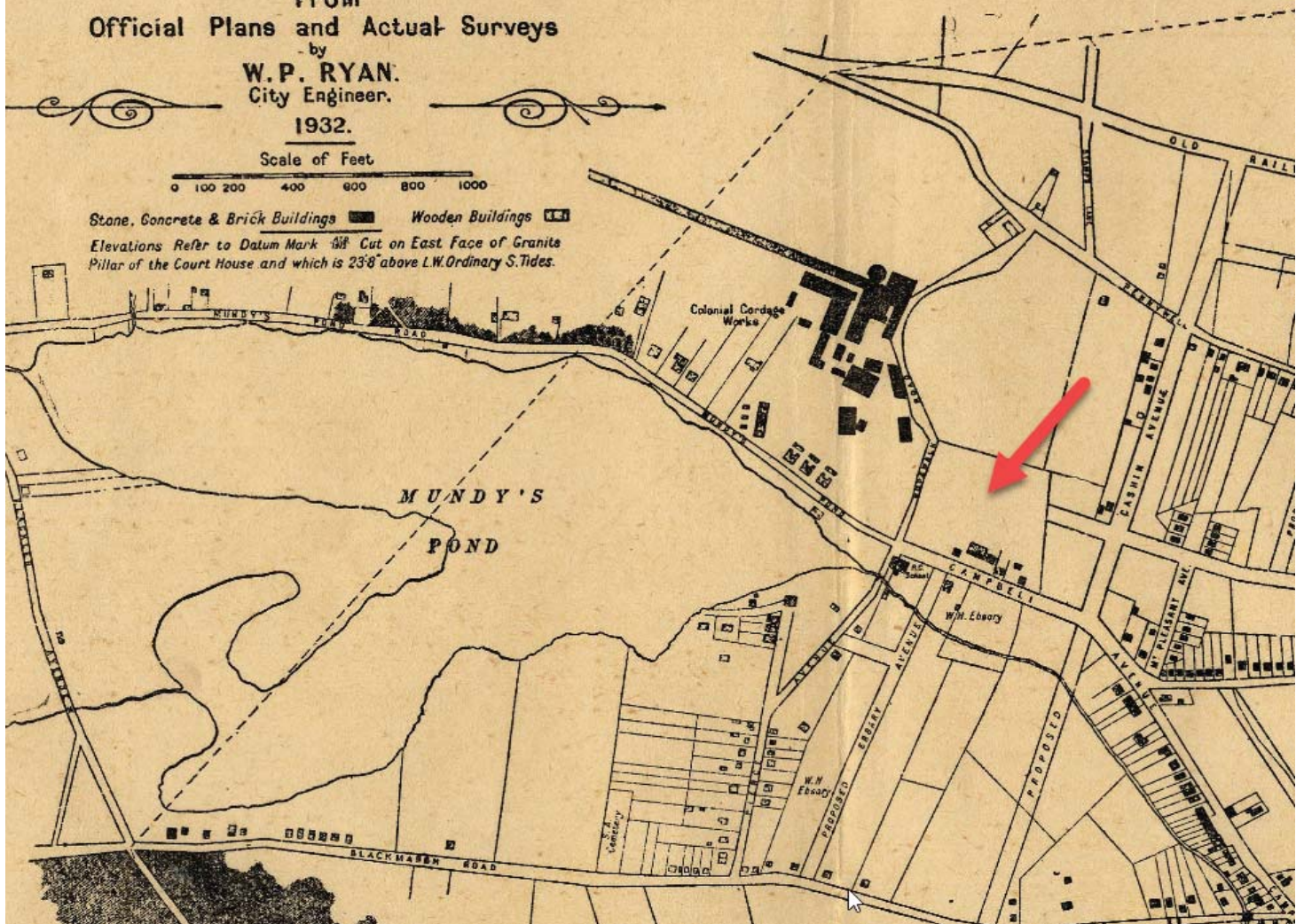
1932.

Scale of Feet

0 100 200 400 600 800 1000

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**D**

- 709—Duff, D. P., Residence, LeMarchant Road.  
2646—Duff, Edward, Cooper, Brine Street.  
2860W—Duff, Edward, Residence, 70 Monroe St., City.  
3057M—Duff, Edward P., Residence, Kenmount Road.  
1721—Duff, J. J., Res., "Thornlea", Waterford Bridge Road.  
1996R—Duff, John, Residence, Freshwater Road.  
2394—DUFF, MICHAEL J., GARAGE, LeMarchant Road W.  
2773W—Duff, Michael, Res, Mundy Pond Road.  
1814—Duff, Peter M., Res., Military Road.,  
2112—DUFF, WM., GARAGE, Mundy Pond Road.  
3008J—Duffett, Mrs. Alex., Residence, 37 Spencer St.  
2006—Duffett, Mrs. E., Store, Spencer Street.  
2476—Duffett, J., Res., Quidi Vidi Road.  
937—Duffy, A. M., Office, Muir Building, Water St.  
3255R—Duffy, Mrs. M., Res., LeMarchant Road.  
852—Duffy, A. V., Grocer, Corner Patrick and Pleasant Sts.  
2097J—Duffy, J. P., Mrs., Res., Bell St.  
2738W—Duggan, Miss Mary, York Street.  
483—Duley, T. J., & Co., Jewellers, Water Street.  
505—Duley, Mrs. T. J., Residence, Rennie's Mill Road.  
577—DUN, R. G. & CO., Office, Bank of Montreal Building.  
1188—DUN, R. G. & CO., Office, Bank of Montreal Building.  
260—Dunfield, Brian, Res., Waterford Bridge Road.  
2514J—Dunn, Mr. Frank D., Residence, 1 Leslie St.  
1776R—Dunn, Henry, Res., Hayward Avenue.  
2273—Dunn, James, Res., Hayward Avenue.

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The House met at 1:30 p.m.

**MR. SPEAKER (Osborne):** Order, please!

Admit strangers.

I welcome to the Speaker's gallery Mr. Joseph Janson and Mrs. Margaret Janson – and I'll explain a little later why they're in our public gallery, but I will say that they were here once before in the 1970s. So welcome back.

We have two new Pages in the House of Assembly today. Mr. Mohammed Ali Bakshi, he's a native of Kabul, Afghanistan, who is pursuing a master's in educational leadership at Memorial University.

Welcome.

**SOME HON. MEMBERS:** Hear, hear!

**MR. SPEAKER:** And Ms. Tresha Moorhouse, a native of Walkers Wood, Jamaica, who is also pursuing a master's of educational leadership at Memorial University.

Welcome.

**SOME HON. MEMBERS:** Hear, hear!

**MR. SPEAKER:** And welcome back as well to Crystal Snelgrove, who is now our senior Page.

**SOME HON. MEMBERS:** Hear, hear!

**MR. SPEAKER:** I rise today to pay tribute to Ms. Elizabeth Duff, former Clerk of this House of Assembly, who recently passed away.

Ms. Duff, known to most as Bettie, had a long career with our civil service. She was private secretary to Premier Joseph Smallwood for 23 years, following which she served as executive assistant within the government, and then within the House of Assembly and Speaker Gerald Ottenheimer.

In 1977, she was appointed as Clerk of this House, a position which she held until her retirement in 1991. Ms. Duff was well-respected by all parties.

It is notable, that Ms. Duff was the first female Clerk of any legislature or parliament in all of Canada. During her tenure as Clerk she became well-known throughout the British Commonwealth parliamentary circles and is fondly remembered for her achievement as Clerk and for her graciousness and mentorship at all times.

Bettie passed peacefully away on August 28 of this year, her 90th birthday, having spent the day celebrating with her family.

In particular, she leaves behind her nephew, Joseph Jansen, his wife, Margie, who works in the Office of the Legislative Counsel, and their three children, Joseph, Meghan and Maria, as well as numerous nieces, nephews and other extended family in the United States who all miss her greatly.

We pay tribute to Bettie.

**SOME HON. MEMBERS:** Hear, hear!

# The Late Bettie Duff

**Hon. Fabian Manning:** Honourable senators, after a short absence in order to conduct some necessary research, today I'm pleased to present chapter 23 of "Telling Our Story." I also would like to take this opportunity to once again congratulate Ms. Nicole Proulx on her appointment as the first female clerk of the Senate of Canada.

Newfoundland and Labrador was the last province to enter Confederation, but it holds the title to a very important Canadian first.

Newfoundland and Labrador's House of Assembly has the honour and distinction of having the first female clerk of any legislature or Parliament in Canada. Ms. Elizabeth Duff, fondly referred to as "Bettie," became the Clerk of the House of Assembly in 1977 and held that position until her retirement in 1991. During her long years of service, Bettie worked for four premiers, including our first, Joseph R. Smallwood, five different Speakers and experienced four general elections.

In her role as the Clerk of the House of Assembly, Bettie had the total respect of all parties and was much-admired for her graciousness and wonderful sense of humour.

(1410)

She had the ability to foster an atmosphere of healthy and respectful debate on the important issues in our province. Many former members of the House of Assembly have commented on the valued guidance and support Bettie provided during her time as Clerk.

When a reporter from the *Daily News* asked her about her work in November of 1981, she replied, "The job as Clerk was challenging and different from anything that I ever did before. I'm really enjoying it."

Her career previous to becoming Clerk of the House of Assembly was equally interesting. She was private secretary to Premier Joey Smallwood for 23 years and then held executive assistant positions within the government as well as in the House of Assembly with Speaker Gerald Ottenheimer before becoming Clerk.

When asked about Duff, Smallwood stated that he had only the utmost respect for her "after 23 years of absolutely magnificent work and dependability," and that "she was privy to more government secrets than almost anyone else." Ottenheimer also spoke highly of her, stating that she was "extremely intelligent and loyal, with a good sense of responsibility and a good sense of humour."

Upon her retirement in 1991, Premier Clyde Wells paid tribute, noting that Bettie "has served the entire House, both sides and the middle, quite well," as he acknowledged her tremendous record of service.

In her personal life, Duff had a lifelong interest in photography and travel, and she was a dedicated member of her local Catholic Church, St. Theresa's Parish, in St. John's.

Bettie Duff passed away on August 28, 2016, on her ninetieth birthday.

I ask all colleagues to join with me in paying tribute to a real Canadian trailblazer, a wonderful lady who is fondly remembered and indeed an important part of our history — Ms. Bettie Duff.

[*Translation*]

# DECISION/DIRECTION NOTE

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**Title:** Metal Roofs in Heritage Areas

**Date Prepared:** August 26, 2020

**Report To:** Committee of the Whole

**Councillor and Role:** Councillor Maggie Burton, Planning & Development

**Ward:** N/A

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## **Decision/Direction Required:**

To review the metal roof standards recommended by the Built Heritage Experts Panel.

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

At its April 18, 2019, meeting, the Built Heritage Experts Panel (BHEP) discussed options for energy-efficient retrofits on buildings in the St. John's Heritage Areas, specifically the use of metal roofs and solar panels. As older buildings are renovated, residents and property owners are looking for ways to increase energy efficiency. The City seeks to strike a balance between preserving the heritage and character-defining elements of buildings and allowing renovations to make buildings more energy-efficient.

At the time, the BHEP discussed various types of metal roofs and solar panels and made a recommendation to Council. At the May 1, 2019 Committee of the Whole meeting, the Committee had questions and referred the matter back to the BHEP for clarification. The subject was reviewed again at the June 12, 2019 BHEP meeting and the BHEP made the following recommendation:

That the following apply to the use of modern roof materials in heritage areas:

- Shingle-style metal roofs for residential dwellings will be permitted subject to the material replicating heritage style. Non-residential buildings may be permitted other styles of metal roofs if the style replicates the existing roof style.
- Solar Panels will be permitted as long as they are not visible from the street.

The Decision Note for this recommendation is attached for your reference. Council accepted the recommendation. The BHEP's recommendation has been used to provide guidance to anyone wishing to install a metal roof or solar panels in a Heritage Area and will be incorporated into the new Heritage By-law.

The City has received a request from a property owner to consider more than shingle-style metal roofs on residential buildings; see the attached memo. The owner would like to replace scalloped shingles on a mansard roof with a batten-seam metal roof. They claim that batten-seam metal is the only heritage-appropriate, visually attractive, long-lasting, and achievable solution for their mansard repair. To date, an application for renovations at the subject property has not been received. The property was used as an example during the BHEP discussion of

# ST. JOHN'S



this topic. The BHEP reviewed all the examples provided by the resident and did not agree with the viewpoint that batten-seam metal roofs are appropriate on mansard roofs in St. John's. The Panel stand by their recommendation from 2019. Staff agree with this recommendation.

**Key Considerations/Implications:**

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Residents and property owners in the Heritage Areas; heritage groups.
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: The heritage policies of the St. John's Municipal Plan and heritage standards of the St. John's Development Regulations, and the upcoming Heritage By-law.
5. Privacy Implications: Not applicable.
6. Engagement and Communications Considerations: If changes are made by Council, these will be publicized.
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 reject the assertion that a batten-seam roof is the most appropriate material to use on residential buildings in Heritage Areas and stand by its position of 2019 as follows:

That the following apply to the use of modern roof materials in heritage areas:

- Shingle-style metal roofs for residential dwellings will be permitted subject to the material replicating heritage style. Non-residential buildings may be permit other styles of metal roofs if the style replicates the existing roof style.

**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:	Metal Roofs in Heritage Areas (COTW).docx
Attachments:	- Metal Roofs in Heritage Areas - Attachment.pdf
Final Approval Date:	Aug 26, 2020

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

**Ken O'Brien - Aug 26, 2020 - 3:15 PM**

**Jason Sinyard - Aug 26, 2020 - 3:38 PM**

# DECISION/DIRECTION NOTE

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**Title:** Metal Roofs and Solar Panels in the St. John's Heritage Areas

**Date Prepared:** May 6, 2019

**Report To:** Chair and Members, Built Heritage Experts Panel

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

**Ward:** All

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**Decision/Direction Required:**

To discuss options for energy efficient retrofits on buildings in the St. John's Heritage Areas, specifically the use of metal roofs and solar panels.

**Discussion – Background and Current Status:**

The item was discussed at the April 18, 2019 Built Heritage Experts Panel (BHEP) meeting. The previous staff memo had recommended more research may be required prior to a recommendation to Council; however, the BHEP was satisfied with the information provided and made a recommendation which went to the May 1, 2019 Committee of the Whole meeting. Given differences in the recommendations between the staff report and the BHEP meeting, Council has referred the item back to the Panel for clarification.

Background

As older buildings are renovated, many residents and property owners are looking for ways to make their buildings more energy efficient. The City wishes to encourage adaptive re-use of buildings in the Heritage Areas, and therefore the City is seeking ways to strike a balance between preserving the heritage and character defining elements of a buildings and allowing renovations to make the building more energy efficient. In particular, the use of metal roofs and solar panels are brought to the Panel for discussion and recommendation. This discussion is limited to buildings in the Heritage Area and does not include designated Heritage Buildings because any renovation to a designated Heritage Building would be assessed on its own merit and require Council's approval.

Metal Roofs

The City is beginning to receive requests for metal roofs. As per Section 5.9.4 Heritage Area Standards (Table) of the St. John's Development Regulations, modern roofing materials may be used in all three Heritage Areas. In Heritage Area 1, modern materials may be used provided such materials, in the opinion of the Inspector, replicate the period style and materials of the structure.

Metal roofs have about a 50-year lifespan and are a good option for areas with high winds. While metal roofs are about three times the cost of asphalt shingled roofs, some residents

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# ST. JOHN'S

prefer metal due to the long lifespan. Similar to other roofing materials, metal roofs come in a variety of shapes, styles and colours. One of the more popular styles are the gauged and standing seam roof style, but other options include slate style, shake style and Mediterranean tile, among others (see below). The gauge style typically does not replicate the period style of residential buildings in the St. John's Heritage Areas. In some cases, the other styles may be more appropriate but generally cost 50% more than the gauged style.

The City allows a variety of roofing materials in the Heritage Area, as long as it replicates the roofing styles along the streetscape; metal shingled styles could be permitted but the gauged metal roof style would not be recommended. While allowing shingled metal roof styles may be a balance between heritage preservation and energy efficiency, there will be an additional cost for residents if the City limits the style choice.



Gauged Style



Slate Style



Steel Shingle Style



Cedar Shake Style

### Solar Panels

Solar technologies are important for both environmental and financial reasons. As technologies advance, so do the options for solar panels. Research on solar panel policies in heritage conservation areas in other municipalities shows that there are a variety of policies ranging from very restrictive to no restrictions at all. Below is a summary of such policies and the benefits and drawbacks of each:

- Solar panels not permitted – This type of policy ensures that heritage conservation areas are maintained in their purest form with other original materials permitted. While the historic features are maintained, it is argued that denying applications outright may make historic homes unsustainable in the future energy economy.
- Solar panels are only permitted on sides not facing a public road – This type of policy ensures that the view of the building from the street is preserved while allowing the potential for installation on another side of a sloped roof. This may work for some residents; however, the disadvantage is that depending on the orientation of the street and the building, there may be cases where one neighbour may be permitted solar panels while the other is not.
- Solar panels are permitted as long as they do not detract from the look of the building – This type of policy is fairly flexible and does not limit the location of the solar panel but is subjective. It is not a clear-cut policy that informs the property owner if they would be approved or not. This type of policy would benefit from an information pamphlet indicating what placement would be appropriate in a Heritage Area.
- Solar panels are permitted – This type of policy removes any subjectivity, but also removes the control of placement of solar panels. There is a risk that the solar panels may alter the look of the heritage conservation area.

The St. John's Heritage Area is at an advantage with respect to solar panels because a large portion of buildings in the Heritage Areas have flat roofs. Recognizing that solar panels generally need to be installed on an angle, it is not believed that solar panels on flat roofs would detract from the look of the building, especially on a black roof. It would not be recommended to install a solar panel on the sloping side of a mansard roof.

The topic is brought to the Panel for a discussion on appropriate solar panel policies for the St. John's Heritage Areas, and options for gabled and sloped roof styles.



Example of solar panels installed on a flat roof





Solar panels that blend with the existing roof. Note, more expensive solar panels generally include pure black panels that do not have a metal frame or rims and only extends five inches from the roof's surface



Solar panels that detract from the look of the building.  
Source: citylab.com

### Key Considerations/Implications:

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders:  
Heritage Foundation of Newfoundland and Labrador; property owners.

3. Alignment with Strategic Directions/Adopted Plans:  
*A Sustainable City* – Plan for land use and preserve and enhance the natural and built environment where we live.
4. Legal or Policy Implications: Not applicable.
5. Engagement and Communications Considerations: Not applicable.
6. Human Resource Implications: Not applicable.
7. Procurement Implications: Not applicable.
8. Information Technology Implications: Not applicable.
9. Other Implications: Not applicable.

**Recommendation:**

That the following apply to the use of modern roof materials in heritage areas:

- Shingle-style metal roofs for residential dwellings will be permitted subject to the material replicating heritage style. Non-residential buildings may be permitted other styles of metal roofs if the style replicates the existing roof style.
- Solar Panels will be permitted as long as they are not visible from the street.

**Prepared by/Signature:**

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

Signature: \_\_\_\_\_

**Approved by/Date/Signature:**

Ken O'Brien, MCIP – Chief Municipal Planner

Signature: \_\_\_\_\_

AMC/dlm

**Attachments:** Not applicable.











Memo Re: **Batten-Seam Metal Mansard Roof Repair, 28 LeMarchant Rd.**  
Date: August 7, 2020  
From: [REDACTED]  
To: Ken O'Brien, Chief Municipal Planner  
Cc: Ann-Marie Cashin, Heritage Planner

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Thank you for your kind comments about our selection of shingles back then. All the resources, blood, sweat, toil and tears that we have poured into this historic property can be considered our gift to the City of St. John's, its present and future residents, and visitors.

The heritage-style asphalt shingle product used previously has unfortunately been a major source of trouble and grief, and became completely unavailable at least a dozen years ago, with no similar substitute in terms of pattern and colour.

There are **numerous issues with asphalt shingles**, most of which also apply to metal imitations thereof:

- They are a **cheap modern imitation** of traditional materials such as cedar shakes and ceramic clay roofing tiles. They are **aesthetically ugly**, a poor imitation of what they're not.
- They are **historically inappropriate** for 19<sup>th</sup> century buildings.
- There are **no products** available with a **suitable colour and pattern**.
- They are **inherently problematic** in the typically cool, damp and windy local climate – they don't seal normally, and they absorb moisture, becoming susceptible to premature deterioration due to freeze-thaw action, wind damage, deformation and decomposition.
- They are **organic and combustible**.
- They used to be promoted with 25 to 40 year **warranties**, leading to widespread **dissatisfaction with actual performance**; successful class action **lawsuits**; and, endless **trouble** for users, including warranty **pro-rating**, and **extensive exclusions** for numerous fine-print issues, and of the massive labour component. Current warranties have been reduced to a **small fraction** of those offered earlier.

- They have been a constant source of **trouble** and **repair nuisance**.

Due to major escalation of labour and material costs, and much more onerous safety requirements, shingle **replacement costs are exorbitant and untenable**, especially in the context of their poor performance and short service life, and the fact that we have 7 faces requiring replacement, not just a simple front face.

It is **not appropriate to lump all available metal roof types together**. They need to be categorized as follows, in **descending order of quality and heritage suitability**:

1. **Batten-Seam** – The roofing system of choice since medieval times, offering durability, fire resistance, and real longevity of service if detailed and installed properly. Failures typically only occurred due to wartime bombardment, or accidental fire collapsing substructure. The 2x2 battens contribute rigidity and help enable leak-proof fastening.
2. **Standing Seam** – A modern substitute for batten seam, enabled by the invention of machine crimping – leaves a thin upstanding seam, but is visually different from batten seam.
3. **Flat Seam** – Based on flat sheet metal panels with interlocking multi-bend edges, not seen very often. Due to thin gauge limitations, can be prone to visible warpage and unevenness.
4. **Corrugated** – Based on large panels with factory cold-rolled crinkles to add rigidity and control warpage. This type is used on industrial and lower-grade commercial, and is visually unsuitable for residential or heritage applications
5. **Batten-Seam Imitations** – Contemporary pre-formed systems attempting to simulate batten seam, which they fail to achieve under scrutiny, typically due to the oversized battens and reduced batten spacing.

You have indicated that our proposed batten-seam metal solution would be **approved** if we could show a **similar local precedent on a house**. This one is approximately a kilometre away:





Another batten-seam installation on a house several minutes drive away:





Other nearby batten-seam examples of a similar original building vintage:



Nuns' residence



Mixed use building



Museum



Church





Courts and Museum (Note premature deterioration of asphalt shingled portion in background)

Here are some other illustrative examples on various residences:









In conclusion, extensive analysis has shown that **batten-seam metal is the only heritage-appropriate, visually attractive, long-lasting, and achievable solution for our mansard repair.**

The proposed solution is a properly-designed and detailed, custom fabricated system, not a poor imitation or pre-fab industrialized system.

It is sustainable, durable, inorganic, non-combustible, not frost susceptible, and, designed and built to serve without maintenance or deterioration for a generation or more.

It will honour and enhance the important, over-130-year history of the property, with a heritage-appropriate mansard roof of lasting high quality.

It will be a beautiful enhancement of the streetscape, and a lasting asset benefiting our City, its residents and visitors, for decades to come.

Respectfully Submitted,

[Redacted Signature]

PS This information would also be useful for Council and the Built Heritage Experts Panel, please forward.

# DECISION/DIRECTION NOTE

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**Title:** 35 White Rose Drive, REZ2000007

**Date Prepared:** August 24, 2020

**Report To:** Committee of the Whole

**Councillor and Role:** Councillor Maggie Burton, Planning & Development

**Ward:** Ward 1

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## **Decision/Direction Required:**

To consider a text amendment to the St. John's Development Regulations to add Pharmacy as a use to various zones.

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

The City has received an application from Dougalls Development Inc. requesting the addition of Pharmacy as a permitted use in the Commercial Regional (CR) Zone. The applicant is proposing a stand-alone Pharmacy in one storefront unit at 35 White Rose Drive. The subject property is within the Commercial General District of the St. John's Municipal Plan and is zoned Commercial Regional (CR). A Municipal Plan amendment would not be required.

Within the CR Zone, a Pharmacy is permitted only as an ancillary use to a Clinic or part of a larger retail/clinic development like a drug store. Under the St. John's Development Regulations a stand-alone Pharmacy is only included in the Residential Mixed (RM) and Commercial Office Hotel (COH) Zones.

While this amendment is prompted by the application at 35 White Rose Drive, staff are recommending that Council consider adding Pharmacy as a use to other zones which already include Clinic. If a zone can accommodate a clinic, it should be able to accommodate a stand-alone pharmacy. As stand-alone pharmacies are becoming more common and are not always part of a clinic, an amendment to multiple zones at this time would recognize the common practice and prevent the need for amendments later.

Staff recommend adding Pharmacy as a permitted use to zones which are primarily commercial, and as a discretionary use to zones which are often near or within residential neighbourhoods, or where Clinic is a discretionary use. This would include the following zones:

- As a Permitted Use:
  - Commercial Highway (CH)
  - Commercial Regional (CR)
  - Commercial Central Mixed (CCM)
  - Commercial Central Office (CCO)
  - Commercial Central Retail (CCR)
  - Commercial Kenmount (CK).

# ST. JOHN'S

- As a Discretionary Use:
  - Commercial Office (CO)
  - Commercial Neighbourhood (CN)
  - Commercial Mixed Use (CM)
  - Commercial Mixed Use – Pleasantville (CM – Pleasantville)
  - Commercial Industrial (CI).

Commercial Kenmount is recommended as a permitted use because there is a buffer between the residential neighbourhood and the commercial area off Kenmount Road.

With respect to the application at 35 White Rose Drive, there are no development or engineering concerns. There are no parking standards for Pharmacy, so if the application proceeds to adoption, the parking standard would have to be set by Council at that time. Usually the City uses the Retail standard to calculate parking for pharmacies. In this case, the proposed Pharmacy would require 7 parking spaces. The other occupants of the building at 35 White Rose Drive require 33 parking spaces, and a total of 62 spaces are available on the lot, so there are no concerns with meeting parking requirements.

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

1. Budget/Financial Implications: Not applicable.
2. Partners or Other Stakeholders: Neighbouring residents and property owners; the Newfoundland and Labrador Pharmacy Board.
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: A text amendment to the St. John's Development Regulations is required.
5. Privacy Implications: Not applicable.
6. Engagement and Communications Considerations: Should the amendment proceed, public notice is required under Section 5.5 of the 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 consider a text amendment to the St. John's Development Regulations to add Pharmacy as a permitted use or a discretionary use to the following Zones:

Permitted Use:

- Commercial Highway (CH)
- Commercial Regional (CR)
- Commercial Central Mixed (CCM)
- Commercial Central Office (CCO)
- Commercial Central Retail (CCR)
- Commercial Kenmount (CK).

Discretionary Use:

- Commercial Office (CO)
- Commercial Neighbourhood (CN)
- Commercial Mixed Use (CM)
- Commercial Mixed Use – Pleasantville (CM – Pleasantville)
- Commercial Industrial (CI).

Further, that the proposed amendment be advertised for public review and comment.

**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:	35 White Rose Drive, REZ2000007.docx
Attachments:	- 35 White Rose Drive - Attachments.pdf
Final Approval Date:	Aug 27, 2020

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

**Ken O'Brien - Aug 26, 2020 - 9:59 AM**

**Jason Sinyard - Aug 27, 2020 - 10:22 AM**



**SUBJECT PROPERTY**

702

696

694

692

690

688

680

CR

35

25

WHITE ROSE DR

CR

30

TORBAY RD

CR



## 10.7 RESIDENTIAL MIXED (RM) ZONE

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

### 10.7.1 Permitted Uses

#### Residential:

- (a) Accessory Building (subject to Section 8.3.6) (1995-06-09)
- (b) Apartment House
- (c) Bed and Breakfast (subject to Section 7.27) (1998-10-23)(2008-01-25)
- (d) Boarding or Lodging House  
(accommodating between five (5) and sixteen (16) persons) (1999-04-16)
- (e) Duplex Dwelling
- (f) Home Office (subject to Section 7.9) (1997-08-08)
- (g) Semi-Detached Dwelling
- (h) Single-Detached Dwelling
- (i) Subsidiary Apartment
- (j) Townhousing

#### Private/Commercial:

- (k) **Clinic**
- (l) Club
- (m) Commercial School
- (n) Converted Building (Subject to Section 7.21). (2003-12-12)
- (o) Office
- (p) **Pharmacy**
- (q) Parking Area Accessory to the Foregoing Uses
- (r) Service Shop

#### Recreational:

- (s) Park

#### Other:

- (t) Family Home Child Care Service (subject to Section 7.6) (2004-05-14)

### 10.7.2 Discretionary Uses (subject to Section 5.8)

- (a) Adult Day Care Facility (subject to Section 7.3)
- (b) Day Care Centre (subject to Section 7.6)
- (c) Heritage Use
- (d) Home Occupation (subject to Section 7.8) (1997-08-08)
- (e) Parking Lot (subject to Section 7.13)
- (f) Personal Care Home (1999-02-26)
- (g) Planned Unit Development (subject to Section 5.10.3)

## RM

10.17 COMMERCIAL NEIGHBOURHOOD (CN) ZONE

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

10.17.1 Permitted Uses

Residential:

- (a) Dwelling Units located in the second and/or higher Storeys of a Building **(1995-12-08)**  
**(2007-04-05)**

Public:

- (b) Library
- (c) Adult Day Care Facility (subject to Section 7.2)

Commercial:

- (d) Bakery
- (e) Bank (Subject to Section 7.30) **(2012-06-29)**
- (f) **Clinic**
- (g) Commercial School
- (h) Custom Workshop
- (i) Dry-cleaning Establishment
- (j) Laundromat
- (k) Office
- (l) Parking Area
- (m) Printing Establishment
- (n) Retail Store
- (o) Service Shop
- (p) Sign Maker's Shop
- (q) Veterinary Clinic

Recreational:

- (r) Park

Other:

- (s) Public Utility

CN



10.18 COMMERCIAL OFFICE (CO) ZONE

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

10.18.1 Permitted Uses

Residential:

- (a) Dwelling Units located in the second and/or higher Storeys of a Building (except the property located at Civic Number 172 Logy Bay Road) **(1995-12-08) (2007-04-05) (2007-12-21)**
- (b) Seniors' Apartment Building (subject to Section 7.18) (except the property located at Civic Number 172 Logy Bay Road) **(1995-06-09) (2007-12-21)**
- (c) Office
- (d) Parking Area (except the property located at Civic Number 172 Logy Bay Road) **(1999-02-05) (2007-12-21)**
- (e) Convenience Store (except the property located at Civic Number 172 Logy Bay Road) **(2007-12-21)**
- (f) Service Shop (except the property located at Civic Number 172 Logy Bay Road) **(2007-12-21)**

Recreational:

- (g) Park (except the property located at Civic Number 172 Logy Bay Road) **(2007-12-21)**

Other:

- (h) Adult Day Care Facility ((subject to Section 7.2)(except the property located at Civic Number 172 Logy Bay Road) **(2007-12-21)**
- (i) Day Care Centre (subject to Section 7.6) (except the property located at Civic Number 172 Logy Bay Road) **(2007-12-21)**
- (j) Public Utility (except the property located at Civic Number 172 Logy Bay Road) **(2007-12-21)**

10.18.2 Discretionary Uses (subject to Section 5.8)

- (a) Commercial School (except the property located at Civic Number 172 Logy Bay Road) **(1997-01-31) (2007-12-21)**
- (b) Recycling Depot (except the property located at Civic Number 172 Logy Bay Road) **(1997-11-21) (2007-12-21)**
- (c) **Clinic (except the property located at Civic Number 172 Logy Bay Road)** **(2005-03-04) (2007-12-21)**
- (d) Uses Complementary to a Seniors' Apartment Building (except the property located at Civic Number 172 Logy Bay Road) (subject to Section 7.18) **(2007-02-09) (2007-12-21)**
- (e) Private Park (except the property located at Civic Number 172 Logy Bay Road) **(2007-10-05) (2007-12-21)**
- (f) Heritage Use (except the property located at Civic Number 172 Logy Bay Road) **(2012-02-10)**
- (g) Small Scale Wind Turbine **(2012-06-01)**
- (h) Dwelling Units located on the ground floor **(2015-05-01)**

CO

10.19 COMMERCIAL OFFICE HOTEL (COH) ZONE

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

10.19.1 Permitted Uses

Residential:

- (a) Dwelling Units located in the second and/or higher Storeys of a Building (2007-04-05)
- (b) Seniors' Apartment Building (subject to Section 7.18) (1995-06-09)

Commercial:

- (c) Bakery
- (d) Bank (Subject to Section 7.30) (2012-06-29)
- (e) Clinic
- (f) Club
- (g) Commercial School
- (h) Hotel
- (i) Office
- (j) Parking Area (1999-02-05)
- (k) Pharmacy
- (l) Printing Establishment
- (m) Eating Establishment (subject to Section 7.21) (1995-09-15)
- (n) Service Shop
- (o) Sign Maker's Shop
- (p) Veterinary Clinic

Recreational:

- (q) Park

Other:

- (r) Adult Day Care Facility (subject to Section 7.2)
- (s) Day Care Centre (subject to Section 7.6)
- (t) Public Use
- (u) Public Utility

10.19.2 Discretionary Uses

- (a) Uses Complementary to a Seniors' Apartment Building (Subject to Section 7.18) (2007-02-09)
- (b) Dwelling Units located on the ground floor (1<sup>st</sup> Storey) of a Building (2007-04-05)
- (c) Private Park (2007-10-05)
- (d) Small Scale Wind Turbine (2012-06-01)

**COH**

## 10.20 COMMERCIAL HIGHWAY (CH) ZONE

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

### 10.20.1 Permitted Uses

#### Residential:

- (a) Accessory Dwelling Unit

#### Commercial:

- (b) Auction House
- (c) Bakery
- (d) Bank (Subject to Section 7.30) **(2012-06-29)**
- (e) Car Sales Lot
- (f) Car Washing Establishment (Subject to Section 7.31) **(2012-06-29)**
- (g) Church
- (h) **Clinic**
- (i) Club
- (j) Commercial Garage (Subject to Section 7.30) **(2012-06-29)**
- (k) Commercial School
- (l) Communications Use
- (m) Dry Cleaning Establishment
- (n) Eating Establishment (Subject to Section 7.21)(Subject to Section 7.30)  
**(1995-09-15) (2012-06-29)**
- (o) Hotel
- (p) Laundromat
- (p.1) Lounge **(2011-05-06)**
- (q) Office
- (r) Parking Area
- (s) Printing Establishment
- (t) Recycling Depot (A Recycling Depot shall not be allowed on property located between Airport Road and Portugal Cove Road which was the subject of St. John's Development Regulations Amendment Number 325, 2004) **(1997-11-21) (2004-10-01)**
- (u) Retail of Building Supplies
- (v) Retail Store
- (w) School
- (x) Service Shop
- (y) Service Station and Gas Bar (subject to Section 7.20) (Subject to Section 7.30)  
**(1995-06-09)(2012-06-29)**
- (z) Sign Maker's Shop

## CH

## 10.21 COMMERCIAL REGIONAL (CR) ZONE

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

### 10.21.1 Permitted Uses

#### Residential:

- (a) Accessory Dwelling Unit

#### Public:

- (b) Library

#### Commercial:

- (c) Bakery
- (d) Bank (Subject to Section 7.30) **(2012-06-29)**
- (e) Car Washing Establishment (Subject to Section 7.30) **(2012-06-29)**
- (f) Church
- (g) **Clinic**
- (h) Commercial Garage (Subject to Section 7.30) **(2012-06-29)**
- (i) Commercial School
- (j) Communications Use
- (k) Custom Workshop
- (l) Department Store
- (m) Drycleaning Establishment
- (n) Eating Establishment (subject to Section 7.21)(Subject to Section 7.30)  
**(1995-09-15)(2012-06-29)**
- (o) Hotel
- (p) Laundromat
- (p.1) Lounge **(2011-05-06)**
- (q) Office
- (r) Parking Area
- (s) Printing Establishment
- (t) Recycling Depot **(1997-11-21)**
- (u) Retail of Building Supplies
- (v) Retail Store
- (w) Retail Warehouse
- (x) School
- (y) Service Shop
- (z) Service Station and Gas Bar (subject to Section 7.20) (Subject to Section 7.30)  
**(1995-06-09)(2012-06-29)**
- (aa) Shopping Centre
- (bb) Sign Maker's Shop
- (cc) Taxi Business
- (dd) Veterinary Clinic

CR



Permitted Uses:

- (a) Bank (Subject to Section 7.30) (2012-06-29)
- (b) **Clinic**
- (c) Dry Cleaning Establishment
- (d) Eating Establishment (Subject to Section 7.21)(Subject to Section 7.31) (2012-06-29)
- (e) Office
- (f) Parking Area
- (g) Pharmacy
- (h) Recreational Use
- (i) Retail Store
- (j) Service Shop

Discretionary Uses:

- (a) Public Use
- (b) Public Utility (2005-08-19)

**CR**

10.22 COMMERCIAL MIXED USE (CM) ZONE

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

10.22.1 Permitted Uses

Residential:

- (a) Dwelling Units located in the second and/or higher Storeys of a Building (1995-12-08) **(2007-04-05)** (except the property located at Civic Number 615 Empire Avenue) **(2007-12-14)**
- (b) Bed and Breakfast (subject to Section 7.27) **(1998-10-23)** (except the property located at Civic Number 615 Empire Avenue) **(2007-12-14) (2008-01-25)**
- (c) Boarding or Lodging House (accommodating between five (5) and sixteen (16) persons **(1999-04-16)** (except the property located at Civic Number 615 Empire Avenue) **(2007-12-14)**

Public:

- (d) Adult Day Care Facility (subject to Section 7.2) (except the property located at Civic Number 615 Empire Avenue) **(2007-12-14)**
- (e) Church (except the property located at Civic No. 615 Empire Avenue) **(2007-12-14)**
- (f) Cultural Center (except the property located at Civic Number 615 Empire Avenue) **(2007-12-14)**
- (g) Library (except the property located at Civic No. 615 Empire Avenue) **(2007-12-14)**
- (h) School (except the property located at Civic No. 615 Empire Avenue) **(2007-12-14)**

Commercial:

- (i) Bakery (except the property located at Civic No. 615 Empire Avenue) **(2007-12-14)**
- (j) Bank (except the property located at Civic No. 615 Empire Avenue) **(2007-12-14)**  
(Subject to Section 7.30) **(2012-06-29)**
- (k) **Clinic (except the property located at Civic No. 615 Empire Avenue)** **(2007-12-14)**
- (l) Commercial School (except the property located at Civic No. 615 Empire Avenue) **(2007-12-14)**
- (m) Communications Use (except the property located at Civic No. 615 Empire Avenue) **(2007-12-14)**
- (n) Custom Workshop (except the property located at Civic Number 615 Empire Avenue) **(2007-12-14)**

**CM**

10.22(A) COMMERCIAL MIXED USE – PLEASANTVILLE (CM-PLEASANTVILLE) ZONE  
(2009-04-03)

10.22(A).1 Permitted Uses

Residential:

- (a) Dwelling Units on any floor of a Building
- (b) Bed and Breakfast (Subject to Section 7.27)
- (c) Boarding or Lodging House (accommodating between five (5) and sixteen (16) persons)

Public:

- (d) Adult Day Care Facility (Subject to Section 7.2)
- (e) Church
- (f) Cultural Center
- (g) Library
- (h) School

Commercial:

- (i) Bakery
- (j) Bank (Subject to Section 7.30) (2012-06-29)
- (k) Clinic
- (l) Commercial
- (m) Communications Use
- (n) Custom Workshop
- (o) Dry Cleaning Establishment
- (p) Eating Establishment (Subject to Section 7.21) (Subject to Section 7.31) (2012-06-29)
- (q) Hotel
- (r) Laundromat
- (r.1) Lounge (2011-05-06)
- (s) Office
- (t) Parking Area
- (u) Printing Establishment
- (v) Retail Store
- (w) Service Shop
- (x) Service Station and Gas Bar ( Subject to Section 7.20) (Subject to Section 7.30)  
(2012-06-29)
- (y) Sign Maker's Shop
- (z) Taxi Business

**CM-PLEASANTVILLE**

10.23 COMMERCIAL CENTRAL MIXED USE (CCM) ZONE  
(See Section 5.1.4 - Development Above the 190 Metre Contour Elevation)

10.23.1 Permitted Uses

Note: The only use allowed at Civic No. 40 Henry Street (formerly Star of the Sea Hall site) is a building with residential dwelling units. **(2012-06-01)**

Residential:

- (a) Dwelling Units located in the second and/or higher Storeys of a Building  
**(1995-12-08)(2007-04-05)**
- (b) Bed and Breakfast (subject to Section 7.27) **(1998-10-23)(2008-01-25)**
- (c) Boarding or Lodging House  
(accommodating between five (5) and sixteen (16) persons) **(1999-04-16)**

Public:

- (d) Adult Day Care Facility (subject to Section 7.2)
- (e) Church
- (f) Cultural Center
- (g) Library
- (h) School

Commercial:

- (i) Bakery
- (j) Bank (Subject to Section 7.30) **(2012-06-29)**
- (k) **Clinic**
- (l) Commercial School
- (m) Communications Use
- (n) Custom Workshop
- (o) Dry Cleaning Establishment
- (p) Eating Establishment (Subject to Section 7.21)(Subject to Section 7.30)  
**(1995-09-15)(2012-06-29)**
- (q) Hotel
- (r) Laundromat
- (r.1) Lounge **(2011-05-06)**
- (s) Office
- (t) Parking area
- (u) Printing Establishment
- (v) Retail Store
- (w) Service Shop
- (x) Service Station and Gas Bar (subject to Section 7.20) (Subject to Section 7.30)  
**(1995-06-09)(2012-06-29)**
- (y) Sign Maker's Shop
- (z) Taxi Business
- (aa) Transportation Terminal

**CCM**



10.24 COMMERCIAL CENTRAL OFFICE (CCO) ZONE

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

10.24.1 Permitted Uses

Residential:

- (a) Accessory Dwelling Unit

Public:

- (b) Cultural Center
- (c) Library

Commercial:

- (d) Bakery
- (e) Bank (Subject to Section 7.30) **(2012-06-29)**
- (f) **Clinic**
- (g) Commercial Garage (Subject to Section 7.30) **(2012-06-29)**
- (h) Commercial School
- (i) Communications Use
- (j) Custom Workshop
- (k) Dry Cleaning Establishment
- (l) Eating Establishment (subject to Section 7.21) (Subject to Section 7.30)  
**(1995-09-15) (2012-06-29)**
- (m) Hotel
- (n) Laundromat
- (n.1) Lounge **(2011-05-06)**
- (o) Office
- (p) Parking Area
- (q) Printing Establishment
- (r) Retail Store
- (s) Service Shop
- (t) Service Station and Gas Bar (subject to Section 7.20) (Subject to Section 7.30)  
**(1995-06-09)(2012-06-29)**
- (u) Sign Maker's Shop
- (v) Taxi Business
- (w) Transportation Terminal
- (x) Wholesale Business

Recreational:

- (y) Park

Other:

- (z) Day Care Centre (subject to Section 7.6)
- (aa) Public Use
- (bb) Public Utility

**CCO**

10.25 COMMERCIAL CENTRAL RETAIL (CCR) ZONE

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

10.25.1 Permitted Uses

Residential:

- (a) Dwelling Unit within Buildings having an F.A.R. not exceeding 3.0

Public:

- (b) Adult Day Care Facility (subject to Section 7.2)
- (c) Cultural Centre
- (d) Library

Commercial:

- (e) Bakery
- (f) Bank (Subject to Section 7.30) (2012-06-29)
- (g) Clinic
- (h) Commercial School
- (i) Communications Use
- (j) Custom Workshop
- (k) Department Store
- (l) Dry Cleaning Establishment
- (m) Eating Establishment (subject to Section 7.21) (Subject to Section 7.30)  
(1995-09-15) (2012-06-29)
- (n) Hotel
- (o) Laundromat
- (o.1) Lounge (2011-05-06)
- (p) Office
- (q) Parking Area
- (r) Printing Establishment
- (s) Retail Store
- (t) Service Shop
- (u) Sign Maker's Shop
- (v) Taxi Business
- (w) Wholesale Business as Accessory Use to Retail Use Only

Other:

- (x) Day Care Centre (subject to Section 7.6)
- (y) Park
- (z) Public Use
- (aa) Public Utility

**CCR**

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

## 10.26.1 Permitted Uses

## Residential:

- (a) Accessory Dwelling Unit

## Commercial:

- (a) Auction House
- (b) Bakery
- (c) Bank (Subject to Section 7.30) (2012-06-29)
- (d) Car Sales Lot
- (e) Car Washing Establishment (Subject to Section 7.30) (2012-06-29)
- (f) **Clinic**
- (g) Club
- (h) Commercial Garage (Subject to Section 7.30) (2012-06-29)
- (i) Commercial School
- (j) Communications Use
- (k) Custom Workshop
- (l) Dry-Cleaning Establishment
- (m) Eating Establishment (subject to Section 7.21) (Subject to Section 7.30) (2012-06-29)
- (n) Hotel
- (o) Laundromat
- (o.1) Lounge (2011-05-06)
- (p) Office
- (q) Parking Area
- (r) Printing Establishment
- (s) Recycling Depot
- (t) Retail of Building Supplies
- (u) Retail Store
- (v) Retail Warehouse
- (w) Service Shop
- (x) Service Station and Gas Bar (subject to Section 7.20) (Subject to Section 7.30) (2012-06-29)
- (y) Shopping Centre
- (z) Sign Maker's Shop
- (aa) Taxi Business
- (bb) Warehouse
- (cc) Woodworking Shop

## Public:

- (a) Library
- (b) School

**CK**

## INDUSTRIAL ZONES

### 10.27 COMMERCIAL INDUSTRIAL (CI) ZONE

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

#### 10.27.1 Permitted Uses

##### Residential:

- (a) Accessory Dwelling Unit

##### Commercial:

- (b) Auction House
- (c) Bakery
- (d) Car Sales Lot
- (e) Car Washing Establishment (Subject to Section 7.30) **(2012-06-29)**
- (f) Church
- (g) Commercial Garage (Subject to Section 7.30) **(2012-06-29)**
- (h) Communications Use
- (i) Convenience Store
- (j) Custom Workshop
- (k) Hotel **(1994-08-26)**
- (l) Office
- (m) Parking Area
- (n) Printing Establishment
- (o) Recycling Depot **(1997-11-21)**
- (p) Retail of Building Supplies and Furniture
- (q) Retail Use - associated with a light industrial use or wholesale business
- (r) School
- (s) Service Shop associated with any other permitted use
- (t) Service Station and Gas Bar (subject to Section 7.20) (Subject to Section 7.30)  
**(1995-06-09) (2012-06-29)**
- (u) Taxi Business
- (v) Tourism Use **(1994-08-26)**
- (w) Transportation Depot
- (x) Veterinary Clinic
- (y) Veterinary Hospital
- (z) Warehousing
- (aa) Wholesale Business
- (bb) Craft Brewery/Distillery **(2019-07-19)**

##### Industrial:

- (cc) Light Industrial Use

##### Recreational:

- (dd) Park
- (ee) Recreational Use

**CI**



Other:

- (ff) Day Care Centre (subject to Section 7.6) (1995-09-15)
- (gg) Public Use
- (hh) Public Utility

10.27.2 Discretionary Uses (subject to Section 5.8)

- (a) **Clinic**
- (b) Commercial School
- (c) Helicopter Operation and Maintenance Facility (1995-06-09)
- (d) Eating Establishment (subject to Section 7.21)(1995-09-15) (Subject to Section 7.30) (2012-06-29)
- (e) Private Park (2007-10-05)
- (f) Place of Amusement
- (g) Small Scale Wind Turbine (2012-06-01)
- (h) Undertaker's Establishment
- (i) Retail Store (2016-07-08)
- (j) Heavy Equipment Storage (subject to Section 7.25 and Section 8.5.1) (2016-07-08)
- (k) Dwelling Units located in the second and/or higher storeys of a building (2016-11-04)
- (l) Vehicle Storage Yard (2019-02-01)
- (m) Lounge (2019-02-22)

10.27.3 Excluded Uses:

Any Hazardous or Noxious Use

10.27.4 Property at Civic Number 456 Empire Avenue

Notwithstanding Section 10.27.1 and 10.27.2, the following are the list of Permitted Uses and Discretionary Uses allowed at Civic Number 456 Empire Avenue:

Permitted Uses:

- (a) Accessory Dwelling Unit
- (b) Auction House
- (c) Bakery
- (d) Church
- (e) Communications Use
- (f) Custom Workshop
- (g) Office
- (h) Parking Area
- (i) Printing Establishment
- (j) Retail Use - associated with a light industrial use or wholesale business
- (k) Service Shop - associated with any other Permitted Use
- (l) Taxi Business
- (m) Veterinary Clinic
- (n) Warehousing
- (o) Wholesale Business
- (p) Park
- (q) Public Use
- (r) Public Utility
- (s) Recreational Use

CI

Discretionary Uses:

- (i) Car Sales Lot
- (ii) Car Washing Establishment (Subject to Section 7.30) **(2012-06-29)**
- (iii) **Clinic**
- (iv) Commercial Garage(Subject to Section 7.30) **(2012-06-29)**
- (v) Commercial School
- (vi) Convenience Store
- (vii) Day Care Centre (subject to Section 7.6)
- (viii) Eating Establishment (subject to Section 7.21) (Subject to Section 7.31) **(2012-06-29)**
- (ix) Helicopter Operation and Maintenance Facility
- (x) Hotel
- (xi) Light Industrial Use
- (xii) Place of Amusement
- (xiii) Private Park **(2007-10-05)**
- (xiv) Recycling Depot
- (xv) Retail of Building Supplies and Furniture
- (xvi) School
- (xvii) Service Station and Gas Bar (Subject to Section 7.20)(Subject to Section 7.31) **(2012-06-29)**
- (xviii) Tourism Use
- (xix) Transportation Depot
- (xx) Undertakers Establishment
- (u) Veterinary Hospital **(2006-09-08)**

10.27.5 Zone Requirements

- (1) The following requirements shall apply to all Commercial and Industrial uses, except Service Stations:

- (a) Lot Area (minimum) 1800 square metres
- (b) Lot Frontage (minimum) 45 m
- (c) Lot Coverage (maximum) 50%
- (d) Floor Area Ratio (maximum) 0.5
- (e) Building Height (maximum) 15 m
- (f) Building Line (minimum) 20 m
- (g) Side Yards (minimum) 3 m

Notwithstanding the foregoing, Council may, in its discretion, allow a reduced Side Yard of 2 metres. (2006-05-19)

- (h) Side Yard on Flanking Road (minimum) 10 m
- (i) Rear Yard (minimum) 3 m
- (j) Landscaping (minimum) 20%

- (i) except for driveways not exceeding a width of 10 m and used exclusively for the circulation of motor vehicles, the following areas shall be landscaped with plant materials and maintained thereafter,

- all land within 3 m of a Fronting Street Line; **(1999-11-26)**
- all land within 3 m of a Flanking Street Line;
- all land within 1 m of another Lot Line;