

ST. JOHN'S

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

June 15, 2022, 9:30 a.m.

Present: Mayor Danny Breen
Deputy Mayor Sheilagh O'Leary
Councillor Ron Ellsworth
Councillor Sandy Hickman
Councillor Jill Bruce
Councillor Ophelia Ravencroft
Councillor Jamie Korab
Councillor Ian Froude

Regrets: Councillor Maggie Burton
Councillor Debbie Hanlon
Councillor Carl Ridgeley

Staff: Kevin Breen, City Manager
Derek Coffey, Deputy City Manager of Finance & Administration
Cheryl Mullett, City Solicitor
Ken O'Brien, Chief Municipal Planner
Karen Chafe, City Clerk
Christine Carter, Legislative Assistant

Others Brian Head, Manager, Parks & Open Spaces
Randy Carew, Manager, Regulatory Services
Kelly Dyer, Communications & Public Relations Officer

1. **Call to Order**

Mayor Danny Breen called the meeting to order at 9:30 am.

2. Approval of the Agenda

Recommendation

Moved By Councillor Korab

Seconded By Councillor Ravencroft

That the agenda be adopted as presented.

For (8): Mayor Breen, Deputy Mayor O'Leary, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Korab, and Councillor Froude

MOTION CARRIED (8 to 0)

3. Adoption of the Minutes

3.1 Adoption of Minutes - May 18, 2022

Recommendation

Moved By Deputy Mayor O'Leary

Seconded By Councillor Bruce

The minutes of May 18, 2022 are adopted as presented.

For (8): Mayor Breen, Deputy Mayor O'Leary, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Korab, and Councillor Froude

MOTION CARRIED (8 to 0)

4. Presentations/Delegations

5. Finance & Administration - Councillor Ron Ellsworth

5.1 Revised Cash Handling and Petty Cash Policy

Councillor Ellsworth presented the Decision Note on the Revised Cash Handling and Petty Cash Policy.

The Payment Card Industry Data Security Standard (PCI DSS), administered by Payment Card Industry Security Standards Council, provides industry-wide standards for credit and debit card processing to enhance data security and reduce fraud risk.

The City has reached the threshold for mandatory compliance with the PCI DSS, based on credit and debit card transaction volume. To facilitate

compliance, the City has revised its Cash Handling and Petty Cash policy and developed new Payment Card Industry Data Security Standard procedures. The amended policy and new procedures will provide greater protection in managing personal financial information and will apply to both the City and any third-party payment processing providers contracted by the City.

Deputy Mayor O'Leary enquired as to the process that was followed for the development of the policy. The Acting City Manager advised that it was researched and developed internally with City Staff, and the City's Policy Analyst.

Recommendation

Moved By Councillor Ellsworth

Seconded By Councillor Hickman

That Council approve the revised Cash Handling and Petty Cash Policy.

For (8): Mayor Breen, Deputy Mayor O'Leary, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Korab, and Councillor Froude

MOTION CARRIED (8 to 0)

6. **Public Works - Councillor Sandy Hickman**
7. **Community Services - Deputy Mayor Sheilagh O'Leary**
8. **Special Events - Councillor Debbie Hanlon**
9. **Housing - Councillor Ophelia Ravencroft**
10. **Economic Development, Tourism & Immigration - Mayor Danny Breen**
11. **Arts & Culture - Deputy Mayor Sheilagh O'Leary**
12. **Governance & Strategic Priorities - Mayor Danny Breen**

12.1 Shad Memorial 2022 – Sponsorship of Breakfast

Mayor Breen advised that the City has received a request to sponsor a breakfast at City Hall with the Mayor and Councillors for the Shad Memorial 2022. The event consists of about seventy people in total, with the preferred date of July 27th. This event has traditionally been sponsored by Council over the past number of years.

Memorial University is one of eighteen university campuses in Canada offering the Shad program (www.shad.ca), a nation-wide program designed to offer high-potential high school students the opportunity to be surrounded by other talented youth from across the country. The program strives to hone the skills of tomorrow's potential leaders and provide first-hand access to industry and career options to assist the students in choosing educational and career paths. This year's program runs from July 3rd to July 29th, 2022.

Shad is a not-for-profit organization and relies on the support of public and private sector organizations to provide an expansive and high-quality program.

Councillor Ellsworth suggested that members of Council who are available may want to participate in this event to meet the students that have come from across the country. Councillor Korab noted that he had attended in the past, and it was a great opportunity to meet students and he is fully supportive of the City's sponsorship of the breakfast.

Recommendation

Moved By Councillor Ellsworth

Seconded By Deputy Mayor O'Leary

That Council sponsor the breakfast for the Shad Memorial 2022 at an approximate cost of \$2000.

For (8): Mayor Breen, Deputy Mayor O'Leary, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Korab, and Councillor Froude

MOTION CARRIED (8 to 0)

13. Planning - Councillor Ian Froude

13.1 Planning St. John's – New Engage St. John's Webpage

Councillor Froude presented the Information Note to Council regarding new *Planning St. John's* page on the Engage St. John's site.

Staff have heard from the public that it can be difficult to find all the relevant information about amendment applications on the City's website. Generally, the information is found in Council's Committee of the Whole or Regular Council Meeting agendas, as well as under Public Notices on the City's website. However, in particular for Municipal Plan amendments, the

application goes to Council at four different stages (to consider the amendment, adoption-in-principle prior to provincial review, adoption, and then final approval). The public would need to know the dates that the application went to a Council meeting in order to find the information. As a means to place all of the information regarding Municipal Plan and Development Regulations amendments (including rezonings) in one place, the City has created a new Planning St. John's webpage which will be found on the Engage St. John's site: www.engagestjohns.ca/planning.

This is a one-year pilot project and staff will evaluate over the year how frequently the site is being used and if users find it useful. The site will be limited to planning applications such as rezonings and text amendments and will not include development applications, discretionary use applications, or non-conforming use applications.

The Planning St. John's page will be the main page and will include links to current applications. The page will only include new applications starting in June 2022 and will not include any applications that were active prior to June 2022.

The site will also provide an alternative means for the public to provide feedback on planning applications. There are sections where they can either ask a question or provide a comment on the application. The question section will be open for the whole time while the application is active, however the comments section will only be open during the public consultation period (usually about 3 weeks) in order to make sure all of comments are accounted for when the application is brought back to Council for consideration. While the public may leave a comment or ask a question on the engage page, we will continue to accept feedback through the City Clerk's Office via mail or email.

Deputy Mayor O'Leary congratulated the Staff on this new webpage, noting that it is a great step forward and anything that Council can do to bring information to the public and to have it presented clearly is extremely important.

13.2 110 Cheeseman Drive – MPA2200002

A request has been received by the property owner of 110 Cheeseman Drive for the land to be rezoned from the Commercial Neighbourhood (CN) Zone to the Residential 1 (R1) Zone for the purpose of the construction of five Single Detached Dwellings. A Municipal Plan

Amendment is also required to re-designate the land from the Commercial District to the Residential District.

Councillor Froude reviewed the Decision Note and the history on the property of 110 Cheeseman Drive with Council, noting that Staff are recommending that Council reject the application to rezone land at 110 Cheeseman Drive from the Commercial Neighbourhood (CN) Zone to the Residential 1 (R1) Zone so as to retain important commercial lands in the Southlands neighbourhood.

Council discussed the request and expressed concern that if the rezoning were to occur, it will mean a loss of commercial space in this neighbourhood. It was also noted that there still exists a great deal of residential land in the area for future residential development.

Council expressed their support of the recommendation of Staff, even though there is a great need for housing, designated commercial areas need to be maintained and zoned appropriately for future uses.

It was suggested that the proponent could petition the residents in the area regarding the rezoning and bring the petition to Council for consideration.

Recommendation

Moved By Councillor Froude

Seconded By Deputy Mayor O'Leary

That Council reject the application to rezone land at 110 Cheeseman Drive from the Commercial Neighbourhood (CN) Zone to the Residential 1 (R1) Zone so as to retain important commercial lands in the Southlands neighbourhood.

For (8): Mayor Breen, Deputy Mayor O'Leary, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Korab, and Councillor Froude

MOTION CARRIED (8 to 0)

14. **Development - Councillor Jamie Korab**

15. **Transportation and Regulatory Services - Councillor Maggie Burton**

16. Sustainability - Councillor Maggie Burton & Councillor Ian Froude

16.1 Membership – Sustainable and Active Mobility Advisory Committee

Councillor Froude presented Council with the recommendations for membership on the Sustainable and Active Mobility Advisory Committee and outlined the criteria that was used for selection of the members.

It was noted that a para-transit user position is still to be filled on the committee.

SJMC-S-2022-06-13/

Moved By Councillor Froude

Seconded By Councillor Ellsworth

That Council approve the following ten individuals to sit on the Sustainable and Active Mobility Advisory Committee and that one additional position be reserved to be filled by a user of public para transit or Go Bus:

- Wiseman, Debbie
- Sunner, Petra
- Lee, Justin
- Roy, Noel
- Green, Ryan
- Lomond, Megan
- Lambert, Anne
- Brake, David
- Grant, Holly
- Binimelis Avila, Makarena Anna Belen

For (7): Mayor Breen, Deputy Mayor O'Leary, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Korab, and Councillor Froude

Abstain (1): Councillor Ravencroft

MOTION CARRIED (7 to 0)

16.2 Environment & Sustainability Experts Panel Membership

Councillor Froude presented the recommendations for membership on the Environment & Sustainability Experts Panel.

Deputy Mayor O'Leary added that she is pleased to see the quality of candidates, but that gender diversity on the City's committees is extremely

important and asked that Staff continue to promote any openings on our Committees with related organizations or groups as to encourage more applications.

SJMC-S-2022-06-13/

Moved By Councillor Froude

Seconded By Councillor Ravencroft

That Council approve the renewed commitment of the existing experts and the appointment of Piers Evans and James Blyth to the Environment & Sustainability Experts Panel.

For (8): Mayor Breen, Deputy Mayor O'Leary, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Korab, and Councillor Froude

MOTION CARRIED (8 to 0)

17. Other Business

17.1 Demolition of Building – 17 Coronation Street

Councillor Ravencroft presented the Decision Note regarding the demolition of 17 Coronation Street.

Deputy Mayor O'Leary asked whether the costs for the demolition be recouped by the City and was advised by the Acting City Manager that the City's costs related to the demolition and repair to the attached dwellings would be recovered.

Recommendation

Moved By Councillor Ravencroft

Seconded By Councillor Bruce

That Council grant the Demolition Order of 17 Coronation Street as the building is in a state of total disrepair and is creating a potential safety concern.

For (8): Mayor Breen, Deputy Mayor O'Leary, Councillor Ellsworth, Councillor Hickman, Councillor Bruce, Councillor Ravencroft, Councillor Korab, and Councillor Froude

MOTION CARRIED (8 to 0)

18. Adjournment

There being no further business the meeting adjourned at 10:00 am.

Mayor