

**Terms of Reference**  
**Mount Pearl Municipal Boundary Extension Feasibility Report**

**Purpose:**

To investigate the feasibility of extending the Mount Pearl municipal boundary east of Commonwealth Avenue and south of the current Mount Pearl municipal boundary to the limits of the proposed East-West Arterial Road and reducing the City of St. John's municipal boundary in that area.

**Scope of Work:**

- To evaluate the impact of the proposed boundary change on Mount Pearl in terms of local governance and administration, community identity, access to municipal services, feasibility in terms of revenues and expenditures, and cost efficiency.
- To evaluate the impact of the proposed boundary change on St. John's in terms of local governance and administration, community identity, access to municipal services, feasibility in terms of revenues and expenditures, and cost efficiency.
- To consider the views of the public.
- To assess the development potential of the proposed boundary change and its impact on:
  - the St. John's Urban Region Agriculture Development Area;
  - surrounding uses including the St. John's Agriculture Research Centre;
  - infrastructure including the proposed East-West Arterial Road, the existing road network, the Waterford Valley Trunk Sewer and the regional water system; and
  - municipal services such as garbage collection, planning, and recreation.
- To ascertain whether there is a compelling rationale to support the proposed boundary change.
- To evaluate whether the proposed boundary change is in the long term interests of the region as a whole.
- To propose and evaluate alternative approaches and options to the proposed boundary change.

**Deliverables:**

- To hold public hearings in Mount Pearl and St. John's.
- To hold other public hearings as necessary.
- To consult with government officials and professional/technical staff where necessary.
- To prepare a Feasibility Report meeting legislative requirements established in the City of Mount Pearl Act.
- To make recommendations to the Minister of Municipal Affairs with respect to the proposal by Mount Pearl to extend its municipal boundary east of Commonwealth Avenue and south of the current Mount Pearl municipal boundary to the limits of

the proposed East-West Arterial Road right of way being an area currently within the boundary of the City of St. John's.

**Time Frame:**

- To submit the Feasibility Report and recommendations to the Minister of Municipal Affairs within 45 days of the final public hearing.

**Roles and Responsibilities:**

**Commissioner**

- Shall be responsible for:
  - Receiving evidence and submissions at public hearings;
  - Investigating feasibility of the proposed municipal boundary extension;
  - Consulting with government employees, municipal councils and staff, and other individuals who can provide technical information as necessary;
  - Preparing the Feasibility Report;
  - Formulating the recommendations;
  - Submitting Feasibility Report and recommendations along with copies of all written submissions; a synopsis of evidence taken at the public hearings; and a copy of any documents or maps consulted during the preparation of the Feasibility Report to the Minister of Municipal Affairs within the specified time frame.

**Minister of Municipal Affairs**

- Shall be responsible for:
  - Making statutory orders as required by the City of Mount Pearl Act;
  - Receiving the Feasibility Report and Commissioner's recommendations;
  - Making a recommendation to the Lieutenant-Governor in Council.

**Department of Municipal Affairs Staff**

- Shall be responsible for:
  - Arranging the location of the public hearings in consultation with the municipalities;
  - Preparing statutory notices and advertising the public hearings in local newspapers;
  - Distributing Mount Pearl's proposal to adjacent municipalities and having a copy of the proposal available for the public to view;
  - Receiving evidence and submissions and providing copies to the Commissioner;
  - Responding to inquiries from the public;
  - Providing Commissioner with written notes with respect to evidence and representations given at the public hearings;
  - Assisting the Commissioner as requested.

**Mount Pearl**

- Shall be responsible for:
  - Arranging a public hearing venue in Mount Pearl in consultation with Municipal Affairs staff;
  - Paying for all costs associated with the Feasibility Report including advertisements in local newspapers and the NL Gazette, Commissioner's fees and expenses, and meeting costs ;

- Having a copy of its proposal on public display in City Hall;
- Providing a written copy of its proposal to the Minister of Municipal Affairs;
- Presenting its proposal and background information to the Commissioner at the public hearing;
- Provide the Commissioner additional information as requested.

**St. John's**

- To be responsible for:
  - Assisting Municipal Affairs staff in identifying a public hearing venue in St. John's;
  - Presenting a submission and background information to the Commissioner at the public hearing if it so chooses;
  - Providing the Commissioner additional information as requested.