

AGENDA

Committee of the Whole

Wednesday, February 6, 2019

9am

**Council Chamber
4th Floor, City Hall**

ST. JOHN'S

AGENDA
COMMITTEE OF THE WHOLE
February 6, 2019 – 9 a.m. – Council Chambers, 4th Floor, City Hall

1. Call to Order

2. Approval of the Agenda

3. Adoption of the Minutes

- a. Committee of the Whole Minutes dated January 23, 2019

4. Delegations

5. Planning & Development – Councillor Maggie Burton

Consent Agenda

- a. Built Heritage Experts Panel Report dated January 8, 2019
- b. Information Note dated January 24, 2019 re: Landscape Designs for City of St. John's Capital Projects

6. Governance & Strategic Priorities – Mayor Danny Breen

Consent Agenda

- a. Information Note dated January 30, 2019 re: Addition to Annual Commemorative Days

7. Other Business

8. Adjournment

**MINUTES
COMMITTEE OF THE WHOLE
January 23, 2019 – 9:00 am – Council Chamber, 4th Floor, City Hall**

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

Staff Kevin Breen, City Manager
Derek Coffey, Deputy City Manager of Finance & Administration
Tanya Haywood, Deputy City Manager, Community Services
Jason Sinyard, Deputy City Manager, Planning, Engineering and
Regulatory Services
Lynnann Winsor, Deputy City Manager – Public Works
Cheryl Mullett, City Solicitor
Elaine Henley, City Clerk
Ken O’Brien, Chief Municipal Planner
Maureen Harvey, Legislative Assistant

Other Staff who were in attendance to address specific agenda items included:

- Bev Skinner – Manager of Special Events
- Jen Langmead – Special Projects Coordinator
- Garrett Donaher – Manager of Transportation Engineering
- Anna Bauditz – Transportation System Engineer

Adoption of the Agenda

The agenda was adopted as presented.

Adoption of the Minutes

Moved – Councillor Collins; Seconded – Councillor Jamieson

That the Committee of the Whole minutes dated December 19, 2018 be adopted as presented.

CARRIED UNANIMOUSLY

Delegations

Film Industry in St. John's – Dorian Rowe, Laura Churchill and Mark Sexton

The Committee welcomed Dorian Rowe, Laura Churchill and Mark Sexton who attended the meeting to provide an overview of the workings of the NL Film Development Corporation.

Mr. Sexton circulated material and gave an overview of the Newfoundland & Labrador Film Development Corporation. A copy of this information is available at the Office of the City Clerk.

A question/answer period ensued and concluded with words of appreciation noting that the information provides Council with a clear understanding of the role of the Corporation as it relates to the arts community in the City.

Bike St. John's Master Plan – Jim Scott – Trace Consulting.

The Committee was reminded that Trace Consulting has been commissioned and is in the process of preparing the City's Bike St. John's Master Plan.

Mr. Jim Scott was in attendance and conducted a presentation, a copy of which is available at the Office of the City Clerk.

The presentation focused on information gathered to date as follows:

1. Why do people ride?
 - a. To recreation facilities and parks
 - b. To restaurants and bars
 - c. Trail riding
 - d. Winter Cycling
 - e. To shops
 - f. To school
 - g. Leisure
 - h. To attend cycling events
 - i. As part of training
 - j. To entertainment and cultural events
 - k. To visit family and friends
 - l. To attend appointments
 - m. To get to work

2. Why don't people ride?
 - a. Lack of trails and parks for recreational cycling
 - b. Lack of bike parking
 - c. Don't know safe routes
 - d. Don't own a bike
 - e. Not in season

- f. Don't know how to ride a bike
- g. Lack of changing/shower facilities
- h. Unfamiliar with cycling road, rules and laws
- i. Off road routes to my destinations are too far
- j. Bike maintenance/repair is an issue

He reiterated the vision statement that was prepared: *“A safe, inclusive, and convenient cycling network that is well-connected and reflective of the city’s unique topography and climate. As part of an integrated mobility network it is supported by policies and programs that promote a cycling-friendly culture.”*

In addition to a consultation session that was held on January 22 with members of various advisory committees of Council, Mr. Trace informed Council that other sessions are taking place throughout the week:

- Wednesday, January 23 Cowan Heights United Church
- Thursday, January 24 City Hall – Foran Greene Room
- Friday, January 25 Paul Reynolds Community Centre
- Saturday, January 26 Community Market.

Public Works & Sustainability – Councillor Ian Froude

Decision Note dated January 9, 2019 re: Petty Harbour Long Pond Water Treatment Plant Capital Reserve Fund Supply and Install of Ultraviolet Light (UV) Reactor

Discussion took place on the above noted.

Recommendation

Moved - Councillor Froude; Seconded – Councillor Sheilagh O’Leary

As the UV reactors are essential disinfection equipment for the Petty Harbour Long Pond, WTP, it is recommended that funding be made available through the Capital Reserve Fund to support this purchase.

CARRIED UNANIMOUSLY

Transportation – Councillor Debbie Hanlon

Information Note dated January 17, 2019 re: Bike St. John’s Master Plan Update and Public Consultation

The Committee discussed the foregoing for informational purposes. The note provided information about the Bike St. John’s Master Plan Development.

Decision Note dated January 7, 2019 re: Turn Restrictions at Exmouth Street & Weymouth Street

Consideration was given to the foregoing which sought approval for the recommended traffic calming changes in the Larkhall Street neighbourhood.

Recommendation

Moved - Councillor Froude; Seconded – Councillor Hanlon

That Council approve the following:

- a. Implementation of a no-entry restriction at Weymouth Street and Wicklow Street.**
- b. Staff to pursue construction of a curb-extension at this location to further enforce the restriction. Construction would occur based on merits and feasibility.**
- c. Implementation of a no-left turn restriction at Exmouth Street and Thorburn Road.**
- d. Staff to pursue construction of a median island at this location to further enforce the restriction. Construction would occur based on merits and feasibility.**

CARRIED UNANIMOUSLY

Prior to introduction at Council, consultation to be held with the schools in the area.

Adjournment

There being no further business the meeting adjourned at 10:11 a.m.

Mayor Danny Breen
Chairperson

**REPORT
BUILT HERITAGE EXPERTS PANEL MEETING
January 8, 2019– 12:00 p.m. – Conference Room A**

Present: Glenn Barnes, NLAA, MRAIC, Chair
Ken O'Brien, Chief Municipal Planner
Ann-Marie Cashin, Planner III, Urban Design and Heritage
Rob Schamper, Technical Advisor
Rachel Fitkowski – Landscape Architect
Bruce Blackwood, Contractor
Mark Whelan, HW Architecture
Robert Sweeney – Historian
Dawn Boutilier - Planner
Garnet Kindervater, Contractor
Maureen Harvey, Legislative Assistant

a. Sylvester Crocker, John Steele, Matt Mallam, Ron Fougere and Rex Avery re: demolition of building and redevelopment of site, 426 Water Street.

At the last meeting of the Panel, discussion took place on the application to demolish the former John Howard Society Building located at 426 Water Street. At that time the Panel suggested it would be beneficial to meet with the owners to identify the intention of the site and the entire area (given that adjacent buildings are owned by the same organization).

Discussion took place as to whether it would be appropriate to designate the building so as to protect it from demolition. However, the Panel agreed with staff that it should not be designated at this time.

Recommendation

Moved: Robert Sweeney – Seconded: Bruce Blackwood

That Council not designate 426 Water Street as a Designated Heritage Building. It is recommended that the City work with the developer to encourage the potential reuse of all or part of the building in the new development and further that the developer be requested to defer execution of the demolition order.

CARRIED UNANIMOUSLY

**Glenn Barnes, NLAA, MRAIC
Chairperson**

INFORMATION NOTE

Title: **Landscape Designs for City of St. John's Capital Projects**

Date Prepared: January 24, 2019

Report To: Committee of The Whole

Councillor and Role: All

Ward: All Wards

Issue:

To provide additional oversight to the design and inspection of landscaping for City of St. John's capital projects involving parks, playgrounds, open spaces and municipal buildings, a formalization of the criteria for the standards of design and installation inspection of the landscape component, is proposed.

Discussion – Background and Current Status:

The City of St. John's invests considerable capital resources in new construction and the refurbishment of municipal properties and infrastructure. In doing so it strives to adhere to relevant standards and best practices at each level of infrastructure development and enhancement. Many of these capital projects require substantial landscaping.

In order to maximize the benefit from landscape installations in parks, playgrounds, open spaces and municipal buildings, it is incumbent on the City to utilize best practices and engage firms with individuals educated in the appropriate landscape disciplines.

During the reassessment of landscape bidding criteria, discussions were held with staff and industry associations to gauge the status of the landscape design and installation resources. It was subsequently determined that the landscape industry includes many professionals with horticultural designations from various academic institutions that are qualified to administer and inspect construction of municipal landscape projects.

The Public Works Department and the Engineering Division will adopt the following enhancements to the procurement of landscaping in Capital Works projects, where the project landscape component warrants:

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Landscape Architect Design:

For the design component, require that the landscape component be designed and stamped by a Landscape Architect, licensed to operate by the Canadian Society of Landscape Architects (CSLA).

Provincial Member Associations of the CSLA currently operate under legislation in several Provinces, in the same way as architects and engineers are legislated to operate Canada wide. Similar legislation does not yet govern the landscaping profession in Newfoundland, but in practice the City Engineering Division has required the services of a Landscape Architect where the project warrants for a number of years.

Canadian Landscape Standard:

Require use of the technical requirements of the Canadian Landscape Standard (latest edition as published by the Canadian Nursery Landscape Association).

The City Parks Division has been informally enforcing the provisions of this standard for several years. It is appropriate that the technical requirements of the Standard be used by the City as a basis for significant landscape design purposes.

Inspection of Soft Landscaping Installation:

*Require that the Prime Consultant include a **Landscape Professional** to provide field inspection of installation of soft (ie. vegetated) landscaping. This on-site **Landscape Professional** is defined as someone having attained a diploma or degree from an accredited institution, in a relevant landscape horticulture discipline (minimum of 3 years of installation/inspection experience) on similar landscaping projects. Consideration will also be given to experienced candidates who hold a Red Seal designation in landscape horticulture.*

The requirement for a Landscape Professional to provide field inspection will enhance oversight of the installation of soft landscaping for Capital Works projects.

Key Considerations/Implications:

1. Budget/Financial Implications
N/A
2. Partners or Other Stakeholders
N/A
3. Alignment with Strategic Directions/Adopted Plans
 - Neighbourhoods build our city
 - Fiscally responsible
 - Open Space Master Plan
4. Legal or Policy Implications:
Minor revisions as subsequently outlined to be incorporated in bidding documents.

5. Engagement and Communications Considerations:

N/A

6. Human Resource Implications:

N/A

7. Procurement Implications:

N/A

8. Information Technology Implications:

N/A

9. Other Implications:

N/A

Conclusion/Next Steps:

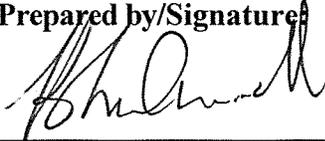
For the procurement of landscaping in Capital Works projects, where the project landscape component warrants the City will include the following provisions in RFPs (Requests for Proposals):

- *For the design component, require that the landscape component be designed and stamped by a Landscape Architect, licensed to operate by the Canadian Society of Landscape Architects (CSLA).*
- *Require use of the technical requirements of the Canadian Landscape Standard (latest edition as published by the Canadian Nursery Landscape Association).*
- *Require that the Prime Consultant include a **Landscape Professional** to provide field inspection of installation of soft (ie. vegetated) landscaping. This on-site **Landscape Professional** is defined as someone having attained a diploma or degree from an accredited institution, in a relevant landscape horticulture discipline (minimum of 3 years of inspection/installation experience) on similar landscaping projects. Consideration will also be given to experienced candidates who hold a Red Seal designation in landscape horticulture.*

Prepared by/Signature:

Brian Head
Manager – Parks and Open Spaces

Prepared by/Signature:



Brendan O’Connell, P. Eng.
Director of Engineering

INFORMATION NOTE

Title: Addition to Annual Commemorative Days

Date Prepared: January 30, 2019

Report To: Committee of the Whole

Councillor and Role: Mayor Danny Breen, Governance and Strategic Priorities

Ward: Not Applicable

Issue: To advise that the Senior Executive Committee (SEC) has approved an amendment to Section 3.6 of the Flag Protocol Procedures of the Protocol Policy (09-16-01) to add June 23rd as the National Day of Remembrance for Victims of Terrorism to the list of Annual Commemorative Days.

Discussion – Background and Current Status:

Annual Commemorative Days are annual days of honour where flags are flown at half-mast to commemorate significant solemn occasions. Both the Government of Canada and the Government of Newfoundland and Labrador include June 23rd as such a day to recognize the National Day of Remembrance for Victims of Terrorism. Originally instituted by the Government of Canada in 2005, the day recognizes all victims of terrorist attacks worldwide. Recognition by other municipalities varies and there is no jurisdictional consensus.

Given the tragic frequency of such recent attacks and the various groups they target, including this day as an Annual Commemorative Day allows for collective recognition of all victims of terrorism. This avoids issues with respect to recognizing any particular individual terrorist attack or targeted group and operationally requires only a single additional day to be added to the list.

Procedural changes require only the approval of the SEC, which approved the amendment on January 25, 2019.

Key Considerations/Implications:

1. Budget/Financial Implications

N/A

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2. Partners or Other Stakeholders

Any individual groups seeking recognition of individual terrorism attacks will be advised that under the Protocol Policy and Flag Protocol Procedures, all victims are collectively recognized on this day.

3. Alignment with Strategic Directions/Adopted Plans

The amendment aligns with the “A Culture of Cooperation” strategic direction.

4. Legal or Policy Implications

The amendment changes one of the procedures under the Protocol Policy.

5. Privacy Implications

N/A

6. Engagement and Communications Considerations

See commentary above in Section 2 “Partners or Other Stakeholders”.

7. Human Resource Implications

N/A

8. Procurement Implications

N/A

9. Information Technology Implications

N/A

10. Other Implications

N/A

Conclusion/Next Steps: The SEC has approved the above amendment and the modifications have been made to the official procedures document.

Prepared by/Signature: Trina Caines, Policy Analyst

Approved by/Date/Signature: Elaine Henley, City Clerk, January 30, 2019

Attachments: Procedure 09-16-01-01 - Flag Protocol Procedures



City of St. John's Corporate and Operational Policy Manual

Procedure Title: Flag Protocol Procedures	
Authorizing Policy: 09-16-01 Protocol Policy	
Procedure #: 09-16-01-01	
Last Revision Date: January 25, 2019	Procedure Sponsor: City Clerk

1. Procedure Statement

The purpose of this document is to provide clear direction for the display, half-masting and care of flags used by the City of St. John's on and/or in City properties.

Note: Requests by outside organizations for flag raisings should refer to the "Requests by Outside Organizations/Individuals Procedures".

2. Definitions

Flag Protocol – Addresses topics such as the order of precedence in which flags are flown, half-masting requirements and procedures, and the disposal of flags.

Half-Masting – Flags are flown at half-mast as a symbol of mourning, to commemorate significant dates such as Remembrance Day, or to observe solemn events.

Protocol – Written and unwritten convention, etiquette, and rules guiding interaction and communication.

3. Procedure Requirements

3.1 Flag Precedence

The order of precedence for flags is:

- The National Flag of Canada
- The Flag of Newfoundland and Labrador (NL) (within NL)
- The flags of other sovereign nations in alphabetical order (if applicable)
- The flags of the provinces of Canada (in the order in which they joined Confederation) (where applicable)
 - Ontario
 - Quebec
 - Nova Scotia
 - New Brunswick
 - Manitoba
 - British Columbia
 - Prince Edward Island
 - Saskatchewan
 - Alberta
 - Newfoundland and Labrador (outside of NL)
- The flags of the territories of Canada (in the order in which they joined Confederation) (where applicable)
 - Northwest Territories
 - Yukon
 - Nunavut
- The flags of municipalities/cities
- Banners of organizations
- Historical flags

3.1.1 Standards: It is important to note that the following flags take precedence over the National Flag on buildings where one of the dignitaries is in residence or where they are attending a function:

- Her Majesty's Personal Canadian Flag;
- the standards of members of the Royal Family;
- the standard of the Governor General; and
- the standard of the Lieutenant Governor (in his or her province of jurisdiction and when assuming the duties of the representative of the Queen).

Flag Precedence from the Point of View of the Spectators Facing the Flags	
Two flags	The flag which has most precedence shall be on the left.
Three flags	The flag which has most precedence shall be in the centre, second ranking at the left, and third ranking on the right.
Four flags or more	<p>The flag which has most precedence is on the left; the other flags in order of precedence from left to right.</p> <p>Order of Precedence when displaying flags in Newfoundland and Labrador, when the Union Flag is being displayed:</p> <ol style="list-style-type: none"> 1. Royal or Vice Regal Standards 2. Canadian Flag 3. Newfoundland and Labrador Flag 4. Flags from other countries 5. Provincial Flags (in order of entry into Confederation) 6. Territorial Flags (in order of entry into Confederation) 7. Union Flag 8. Municipal Flag(s) 9. Others (Organizational or Historical Banners)

3.2 Manner of Flying

Flags flown at City Hall shall be checked monthly to ensure that they are in good repair and shall be replaced as required. Flags at other City buildings shall be checked as designated by the City Clerk.

Flagpoles are to be maintained, painted and replaced as required.

3.2.1 Height of Flag Staffs and Flag Sizes: Flag staffs mounted together shall be of the same height. The length of a flag staff will help determine the flag size to be flown from it. The following dimensions are a guide to selecting the appropriate flag size:

Flagstaff Height	Flag Size
17 to 20 feet 5.1 to 6 meters	3 x 6 feet 0.9 x 1.8 meters
30 to 35 feet 9 to 10.5 meters	4.5 x 9 feet 1.40 x 2.8 meters
40 to 45 feet 12 to 13.5 meters	6 x 12 feet 1.8 x 3.6 meters
50 feet 15 meters	7.5 x 15 feet 2.3 x 4.6 meters

3.2.2 Flags flown together: Where two or more flags are flown together, all flags shall be the same size and flown at the same height.

Two flags shall not be flown on the same staff except where the pennant or banner of an organization is flown to mark a special occasion, it may be flown on the same staff but beneath a flag if no other arrangement can be made.

3.2.3 Hours of hoisting: Flags may be flown daily from sunrise to sunset. When flown at night, flag(s) shall be illuminated, where possible.

3.2.4 Order of hoisting and lowering: When one or more flag is to be flown, all the flags shall be hoisted and lowered together but if that is not possible, then the senior flag shall be hoisted, followed by the next ranking flag, and so on. When the flags are to be lowered, the junior flag shall be lowered first, followed by the next ranking, and so forth, the most senior flag being lowered last.

3.3 Flag Displays

Flags may be placed flat against the wall, horizontally or vertically.

When used:

- on a speaker's platform, including at a place of worship – a flag shall be displayed to the right of the speakers or clergy.
- in the body of the auditorium or place of worship – a flag shall be displayed to the right of the audience or worshippers.
- horizontally flat against the wall, at rear of platform – a flag shall be above the speaker.

Flags used as an unveiling drape for monuments, tablets, pictures or caskets, shall be properly draped and prevented from falling to the ground or floor.

Flags may never be used to cover a speaker's table or drape the front of a platform. Under no circumstances may a flag be allowed to touch the floor.

3.4 Half-Masting

Flags are flown at half-mast as a sign of respect during a period of mourning following a death.

As noted in the policy, flags shall not be flown on the courtesy pole during periods of half-masting. If an event occurs requiring half-masting while a flag is flying on the courtesy pole, the flag on the courtesy pole shall be removed during the half-masting period.

3.4.1 Manner of Half-Masting: Flags shall only be half-masted on those flag staffs fitted with halyards and pulleys. When a flag is flown at the half-mast position or lowered from it, it is first raised to the full-mast height and then lowered.

Flags flown from some buildings on horizontal or angled poles, without halyards, to which flags are permanently attached shall not be half-masted.

3.4.2 Position of Flag: The position of the flag at half-mast will depend on its size, the size and length of the flag staff, and its location but, as a general rule, the centre of the flag shall be exactly half-way down the staff. When two or more flags are flown together all flags shall be half-masted.

3.5 Occasions of Half-Masting

Subject to special instructions from the Office of the City Clerk or unless otherwise specified, the flags shall be flown at half-mast at City Hall, and other City buildings as designated by the City Clerk, from the notification of death to sunset the day of the funeral/memorial service, on the death of:

- The Sovereign or Sovereign's family (first degree only, i.e., husband or wife, son or daughter, father, mother, brother or sister)
- The Governor General of Canada or a former Governor General
- The Lieutenant-Governor of Newfoundland and Labrador or a former Lieutenant-Governor of Newfoundland and Labrador
- The Prime Minister of Canada or a former Prime Minister
- The Premier of Newfoundland and Labrador or a former Premier of Newfoundland and Labrador

- A current Member of the House of Commons/Senate (whose district includes St. John's or a part thereof)
- A current Member of the House of Assembly (whose district includes St. John's or a part thereof)
- A member of Canada's military fallen in the line of duty (Newfoundland and Labrador born or based)
- Current Mayor or Member of Council
- Former Mayors or Members of Council (including those of former municipalities now included in City)
- Employee death in the line of duty or by reason of the position occupied

3.5.1 Exceptional Circumstances: Flags may be flown at half-mast as a result of a significant event or circumstance. Should such an occasion arise, consultation shall be held with the Mayor's office, and may be held with the Government of Newfoundland and Labrador Protocol Office, to determine the appropriate response, coordinated by the Office of the City Clerk.

3.6 Annual Commemorative Days

The following days have been approved as annual commemorative days. Notification shall be issued via email by the Office of the City Clerk. Flags shall be at half-mast from sunrise to sunset (except as noted for July 1) as follows:

Date	Occasion
April 28	National Day of Mourning for Persons Killed or Injured in the Workplace
June 23	National Day of Remembrance for Victims of Terrorism
July 1	Memorial Day (Sunrise to Noon Only)
September	Firefighters' National Memorial Day (Second Sunday of the Month)
September	Police and Peace Officer's National Memorial Day (Last Sunday of the Month)
November 11	Remembrance Day
December 6	National Day of Remembrance and Action on Violence Against Women

3.6.1 Statutory Holidays and Weekends: Should an unforeseen half-masting be required during a statutory holiday, Department of Public Works officials shall be notified of the half-masting directive by the Office of the City Clerk via email.

Where the City does not have round-the-clock security, it is permissible to lower the flag(s) to half-mast on the Friday evening at close of business and raise the flags again to full-mast on the following Monday morning in an effort to minimize overtime costs accrued.

3.7 Care of Flags and Standards

3.7.1 Repairing: Should fraying or tearing of a flag occur, it shall be repaired at once to avoid further damage; if the appearance after repair is not presentable, it shall be replaced.

3.7.2 Disposal: When a flag becomes tattered and is no longer in a suitable condition for use, it shall be destroyed in a dignified way.

A flag is considered to be tattered or worn when the colour has faded, it has developed a hole, or the outermost seam (fly) of the flag has become frayed.

Disposal of such flags may be handled in the following manner:

- Flags made of natural fibres (wool, cotton, linen) shall be burned in a dignified manner; privately without ceremony or public attention being drawn to the destruction of the material. It is not considered an act of disrespect to burn an unserviceable flag.
- Flags made of synthetic material (nylon or polyester) shall be respectfully torn into strips, with each element of the flag reduced to a single colour, so that the remaining pieces do not resemble a flag. The individual pieces shall then be placed in a bag for disposal – the shreds of fabric shall not be re-used.

4. Application

This procedure applies to all flags that are flown at City Hall (and at other City buildings, as designated by the City Clerk).

5. Responsibilities

As noted in the Protocol Policy 09-06-01, the development and interpretation of policies and procedures for flying and displaying of flags is the responsibility of the Office of the City Clerk.

The Department of Public Works, as the department responsible for City infrastructure, is responsible for procedure implementation, where applicable.

6. References

- 09-16-01 Protocol Policy
- [National Flag of Canada Etiquette](#)
- 09-16-01-02 Requests by Outside Organizations/Individuals Procedures

7. Approval

- Procedure Sponsor / Owner: City Clerk
- Procedure Writer: Policy Analyst
- Date of Approval from Senior Executive Committee: November 2, 2018
- Date of Amendment Approval from Senior Executive Committee: January 25, 2019

8. Monitoring and Contravention

The Office of the City Clerk shall monitor the application of the procedures.

Any contravention of the procedures may be brought to the attention of the City Manager for further investigation and potential follow up disciplinary or legal action.

9. Review Date

Procedures Initial Review: 1 year, then with the policy after the 3rd year.
Subsequent Reviews: 5 years