

February 28, 2017

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

Dear [REDACTED]

**Re: Your request for access to information under Part II of the Access to Information and Protection of Privacy Act**

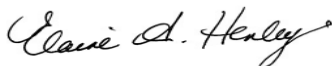
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On January 31, 2017, the City of St. John's received your request for access to the following records/information:

*"With respect to Item 2 of your email please provide answers to the following:  
What was the classification of the employee,  
what was the salary of the employee,  
how long was the employee employed with the City,  
Provide all minutes, documentation etc. leading to the creation of this position,  
Provide a copy of the job description,  
Provide a copy of the job description of City Transportation Engineer,  
Explain why this individual was hired when there was a highly qualified incumbent in the City's CTE position,  
Why was this individual sent on a basic traffic training to Chicago,  
How much did this course cost,  
How much did the City spend on on-the-job training for the CTE during his 23 years of employment with the City,  
Provide a breakdown of the \$193,000 in savings,  
Did the City pay any other costs associated with this position,  
What is a special retirement incentive,  
Provide all background information including but not limited to minutes of all meetings public and private at which this special retirement incentive was discussed,  
Provide any legal opinions that conclude the special retirement option was legally required to be paid by the taxpayers of St. John's,  
Any and all documentation involving or written by Councillor Breen, the HR Director now CM and then CM Smart in these matters."*

Please find attached information in response to the above noted. We now consider this matter completed and will be closing the file. If you have any further questions, please feel free to contact the undersigned by telephone at 576-8202 or by e-mail: [ehenley@stjohns.ca](mailto:ehenley@stjohns.ca)

Yours very truly,



Elaine Henley  
City Clerk

**ST. JOHN'S**

Question	Answer
1. What was the classification of the employee, (Don Brennan)	Director of Roads & Traffic
2. What was the salary of the employee,	Annual Salary: \$154,772.80
3. How long was the employee employed with the City,	Was hired on July 16, 2013. Transferred pensionable service under reciprocal agreement from the Province at point of hire. Commenced Salary Continuance on December 12, 2015. Retired August 01, 2016.
4. Provide all minutes, documentation etc. leading to the creation of this position,	No minutes exist as Council approval was not required. Job descriptions attached.
5. Provide a copy of the job description,	Attached
6. Provide a copy of the job description of City Transportation Engineer,	Attached
7. Explain why this individual (Don Brennan) was hired when there was a highly qualified incumbent in the City's CTE position (Robin King)	No such records exist and any response would be speculative (which falls outside the parameters of ATIPP legislation). The senior management who authorized the hiring no longer work at City Hall.
8. Why was this individual (Don Brennan) sent on a basic traffic training to Chicago,	No such records exist and any response would be speculative (which falls outside the parameters of ATIPP legislation). The senior management who authorized the training no longer work at City Hall.
9. How much did this course cost,	Course Cost: \$1575
10. How much did the City spend on on-the-job training for the CTE during his 23 years of employment with the City, (Robin King)	HR training records only go back to 2009. See attached spread sheet outlining training for Robin King. The Engineering and Finance Departments were unable to provide additional information.
11. Provide a breakdown of the \$193,000 in savings, who provided this number? Want the name?	\$154,772.80 (salary) + \$38,693.20 (25% for benefit/pension contributions) = <b>\$193,466</b>

<p>12. Did the City pay any other costs associated with this position, (Don Brennan)</p>	<p>No additional records exist to indicate such.</p>
<p>13. What is a special retirement incentive?</p>	<p>As per the public release outlined in the link attached to question # 15 below, a retirement incentive is described as follows:</p> <p style="text-align: center;"><i>In early November, Council approved an Early Retirement Incentive Program for individuals who were eligible to retire or close to being eligible to retire in 2015. The program was to take the form of salary continuation for a specific period of time depending on the level of the position that the individual occupied and was estimated to cost \$3.8 million*.</i></p>
<p>14. Why was he (Don Brennan) eligible for retirement after 2 years with the city?</p>	<p>Don Brennan was hired on July 16, 2013. Transferred pensionable service under reciprocal agreement from the Province at point of hire. Commenced Salary Continuance on December 12, 2015. Retired August 01, 2016.</p>
<p>15. Provide all background information including but not limited to minutes of all meetings public and private at which this special retirement incentive was discussed, (specific to Don Brennan and overall)</p>	<p>This information was eventually made public and the requester was advised accordingly. The following is a link to the City's website to access the information requested:</p> <p><a href="http://www.stjohns.ca/media-release/council-statement-budget-2016-18-retirement-incentive">http://www.stjohns.ca/media-release/council-statement-budget-2016-18-retirement-incentive</a></p> <p>Section 28 (1) (c) of the ATIPP legislation applies in relation to minutes of private meetings:</p> <p><i>28. (1) The head of a local public body may refuse to disclose to an applicant information that would reveal</i></p> <p style="text-align: center;"><i>(c) the substance of deliberations of a meeting of its elected officials or governing body or a committee of its elected officials or governing body, where an Act authorizes the holding of a meeting in the absence of the public.</i></p>
<p>16. Provide any legal opinions that conclude the special retirement option was legally required to be paid by the taxpayers of St. John's,</p>	<p>Section 30 (1) of the ATIPP legislation references the following in terms of legal advice:</p>

	<p><i>30. (1) The head of a public body may refuse to disclose to an applicant information</i></p> <p><i>(a) that is subject to solicitor and client privilege or litigation privilege of a public body; or</i></p> <p><i>(b) that would disclose legal opinions provided to a public body by a law officer of the Crown.</i></p> <p>In addition to the above noted, the Legal Dept. did conduct a search and found no written opinion regarding special retirement incentive for Don Brennan, or for special retirement incentives generally.</p>
<p>17. Any and all documentation involving or written by Councillor Breen, the HR Director now CM and then CM Smart in these matters."</p>	<p>See attached e-mails captured as a result of a search on the following key words:</p> <ul style="list-style-type: none"> <li>• Director of Roads and Traffic</li> <li>• Kevin Breen</li> <li>• Bob Smart</li> <li>• Danny Breen</li> </ul>
<p>18. How much is Garrett Donaher paid and when he was hired. Was there any relocation expenses paid?</p>	<p>Salary was \$103,053.60/year at point of hire on March 17, 2015.</p> <p>Current salary is \$123,253.65/year</p> <p>Yes, relocation expenses were paid: \$6,504.73 (hst included)</p>

# Position Description

<b>TITLE: Director – Roads and Traffic</b>		<b>File No.</b>
<b>Section:</b> <b>Division: Roads and Traffic</b> <b>Department: Public Works</b>	<b>Incumbent (if any):</b> Don Brennan	<b>Date:</b> February 7, 2014

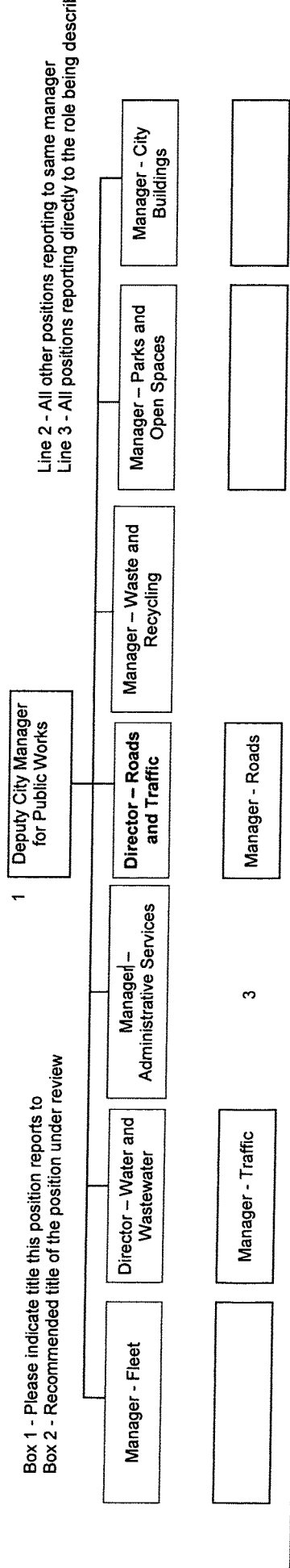
**SUMMARY DESCRIPTION: Describe the general accountabilities of position in 4-5 statements.**

Reporting to the Deputy City Manager, Public Works, the Director of Roads and Traffic is responsible for the following:

- Manage resources and direct staff in both the Roads and Traffic divisions for the provision of core essential municipal services including snow clearing, ice control, maintenance of roads and sidewalks, maintenance and operation of traffic signals, traffic signs, and traffic street markings,
- Direct the Roads and Traffic divisions – Plan, organize, coordinate, control, and monitor activities of these divisions; select, train, and motivate staff; ensure the promotion and observance of a safety culture with all required training and monitoring to ensure adherence to modern OHS standards; monitor and improve efficiency; recognize exemplary service and provide encouragement regarding performance; communicate, discuss, and receive feedback on staff progress on assigned tasks; interpret collective agreements and apply disciplinary measures as required; develop and implement management tools for productivity and efficiency; provide advice, counsel and guidance to managers regarding sensitive issues of performance management, conflict, change management, and respectful workplace relationships,
- Prepare reports and recommendations for Council and attend meetings of Council and Council committees; investigate and prepare reports for Council complaints and requests for service; provide professional engineering advice for Council and other City divisions/departments for all activities of Roads and Traffic divisions,
- Develop and implement action plans and long range plans to address operational challenges; provide reports and updates on major issues and operational developments in the growing City; plan and coordinate staff training programs; discuss, plan and implement budgets and capital works; resolve issues and recommend changes related to policies, procedures, legal matters, claims and enforcement of City by-laws,
- Develop and monitor effective and responsive computerized complaint/inquiry systems; develop and implement service evaluation surveys and monitor effectiveness; correspond with general public regarding policies, practices, decisions and response to inquiries;
- Represent the City with various external initiatives and organizations: interaction with other municipalities, professional organizations (eg. TAC, APWA), grievance arbitration hearings, interaction with external consultants, etc.

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.

**REPORTING RELATIONSHIP: Details about where the position fits, any direct reports and relationship to peers will help understand the position. Use titles only, or attach current Organization Chart.**



Box 1 - Please indicate title this position reports to  
 Box 2 - Recommended title of the position under review

Line 2 - All other positions reporting to same manager  
 Line 3 - All positions reporting directly to the role being described

Education and Training Education Requirement & Professional designations /certifications	Undergraduate degree in civil engineering with registration as a Professional Engineer in the Province of Newfoundland and Labrador.
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**Position Description**

<b>TITLE: Director – Roads and Traffic</b>		<b>File No.</b>
<b>Section:</b> <b>Division: Roads and Traffic</b> <b>Department: Public Works</b>	<b>Incumbent (if any):</b> Don Brennan	<b>Date:</b> February 7, 2014

	P.Eng. – Professional Engineering status required – membership in PEGNL.
<b>Related Experience</b>	<ul style="list-style-type: none"> <li>• 15+ years' progressively responsible experience in maintenance, operations, and construction of civil infrastructure, in a municipal or equivalent environment,</li> <li>• Proven Technical and administrative knowledge and experience in a wide range of civil and municipal services,</li> <li>• Proven leadership at senior management level with proven ability to motivate and direct both professional and non-professional staff in complex, unionized environment with varied and changing demands from Council, unions, public, and media,</li> </ul>

<b>Describe the content and requirements of the position in terms of the following key factors.</b>	
<b>SCOPE/IMPACT:</b>	
<ul style="list-style-type: none"> <li>• Specific experience and knowledge of "state of the practice" techniques and protocols for summer and winter road maintenance activities,</li> <li>• Expert level skills in the range of maintenance and operations activities involving Roads and Traffic divisions,</li> <li>• Strong organizational, project management, and execution skills to ensure successful delivery and implementation of projects, policies and processes,</li> <li>• Ability to manage many and varied tasks and projects in a fast-paced and changing municipal environment, and to do so under trying weather demands including possible emergency extreme weather events.</li> </ul>	<p><b>When outlining the SCOPE and IMPACT - Considers the actions of this position. – does it only affect own work, that of a work team, other departments, across the organization</b></p> <ul style="list-style-type: none"> <li>• Across all staff in Roads and Traffic divisions</li> <li>• Coordination and cooperation of various initiatives across other departments; regular interaction with all levels of staff including Executive and Council</li> <li>• Some impact across the entire organization including the direct impact of Roads and Traffic divisions' activities on all commercial activity in the City as a result of the need to maintain Levels of Service and traffic flow on all City streets.</li> </ul>
<b>GENERAL CAPABILITIES:</b> Describe any other skills and capabilities that would be useful in this position (e.g. Communication and Interpersonal skills, People Management, Execution, Thinking skills, Business Savvy, Customer Orientation, etc.)	<b>DECISION-MAKING:</b> Does the position have Direct or Indirect/Advisory influence over key decisions? Describe the nature of the problems the position deals with. Is there a guidebook/manual or do problems require unusual or new solutions?


# Position Description

<b>TITLE:</b> Director – Roads and Traffic	<b>File No.</b>
<b>Section:</b> Roads and Traffic <b>Division:</b> Roads and Traffic <b>Department:</b> Public Works	<b>Incumbent (if any):</b> Don Brennan
<b>Date:</b> February 7, 2014	

- |   |  |  |
|---|--|--|
| <ul style="list-style-type: none"> <li>• Ability to coach and advise managers and technical staff on various issues,</li> <li>• Superior communication and relationship-building skills in order to effectively manage contact with other management levels, Council, public, unions, media,</li> <li>• Strong diagnostic (trouble-shooting) and decision making skills for evaluation of unique situations as well as the review/revision of established practice and policy.</li> </ul> | <ul style="list-style-type: none"> <li>• Total Operating and capital budget \$25-30 Million</li> <li>• Up to 235 staff</li> <li>• Regular interaction with Council, Executive, Directors, as well as subordinate staff</li> <li>• Maintain (incl. snowclearing) 1400 lane-km of roads</li> </ul> | <ul style="list-style-type: none"> <li>• Considerable direct influence over key decisions regarding level of service provided to public</li> <li>• Policy development, implementation and interpretation</li> <li>• Troubleshooting and creative thinking are regular requirements of this position – unique solutions frequently provided</li> <li>• Governed by collective agreements (569/1289), as well as OHS and Labor standards</li> <li>• Guidelines used from TAC guides, APWA publications, engineering specifications and standards, but mature and seasoned judgment is necessary in interpretation and implementation.</li> </ul> |
|---|--|--|

**WORKING CONDITIONS:** Describe the physical environment the position is located in. Are there unusual physical requirements or mental stress factors that impact the position? (e.g. regular outdoor work, climbing towers, frequent business related travel or having to sit for extended periods of time at a PC, or reception desk).

Office environment located at Municipal depot on Blackler Avenue. Regular sitting for extended periods at a PC. Frequent monitoring of the activities of the Roads and Traffic divisions in all weather conditions, some extreme (snowstorms, driving in slippery conditions, flooding, windstorms and hurricanes). Exposure to traffic hazards while outside vehicle at work sites, exposure to cold and precipitation or high winds and associated debris, potential slip and fall hazards while at work sites in compromised weather and road conditions. Frequent exposure to noise and fumes around heavy equipment.

<b>APPROVED BY:</b>	<b>Manager:</b>	<b>Date:</b>
		
	Director	Feb. 21, 2014
	Deputy City Manager	Feb 21/14

**For Human Resources Department Use:**

Job code		
Position Title - Generic		
Pay grade		
Union Group		
Location		

**Position Description**

<b>TITLE: Director – Roads and Traffic</b>		<b>File No.</b>
<b>Section:</b>	<b>Incumbent (if any):</b> Don Brennan	<b>Date:</b> February 7, 2014
<b>Division: Roads and Traffic</b>		
<b>Department: Public Works</b>		

<b>Vehicle Required</b>	
<b>Last revised</b>	



# Position Description

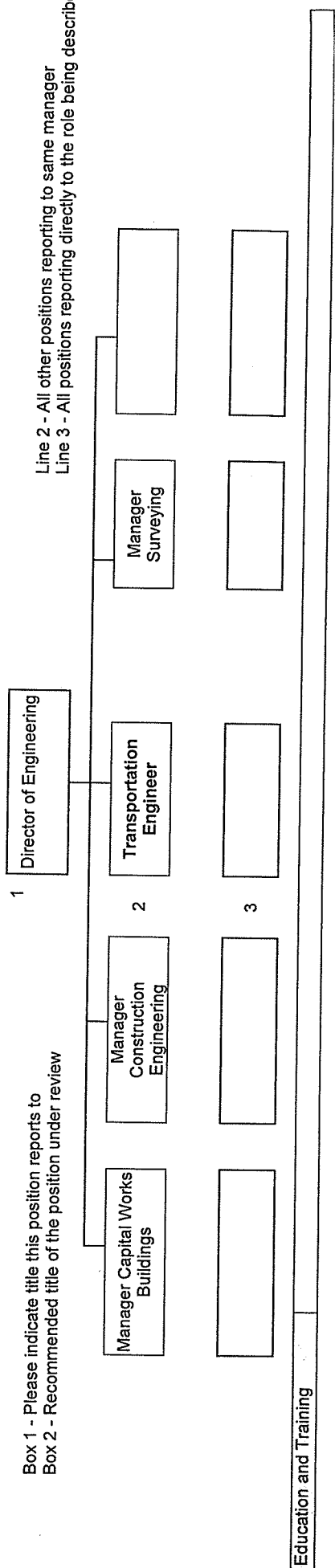
<b>TITLE:</b> Transportation Engineer	<b>File No.</b>
<b>Section:</b>	<b>Date:</b>
<b>Division:</b> : Engineering	<b>Incumbent (if any):</b>
<b>Department:</b> Planning, Development & Engineering	

**SUMMARY DESCRIPTION:** Describe the general accountabilities of position in 4-5 statements.

- Provide long range transportation/mobility planning (all forms of mobility). Ensure that the City expands consistently with reference to multiple transportation modes, and in the context of the overall City planning goals
- Assess major development applications. Preparation of terms of reference of traffic impact studies, review of final report and recommendations.
- Familiarity with and use of transportation software packages, including VISSUM, Synchro, SynTraffic and collision data analysis
- Communicate with general public, professional consultants, media
- Interpret traffic manuals, keep abreast with applicable traffic legislation and codes
- Prepare traffic related reports such as traffic impact assessments, traffic management plans.
- Make presentations.
- Keep current with latest transportation trends and technology.
- Perform traffic technical review of residential, commercial, industrial and institutional development applications. Ensure applications and designs submitted are in accordance with the Transportation Association of Canada design guidelines, City's subdivision design manual, City of St. John's Specifications and the St. John's Regional Fire Department guidelines.
- Act as an expert witness during public meeting, legal issues and court matters concerning sight distance and traffic related hazards.
- Provide advisory services including consultation and technical advice regarding design conclusions and recommendations and to negotiate design revisions with consultants as necessary.
- Analyzing and interpreting data gathered from various engineering documents and studies including Land Use Assessments, Traffic Impact Studies, Collision History Reports along with Roadway and Intersection Level of Service analysis.
- Plan, design, and improve components of traffic control systems in order to accommodate current and projected traffic, and to increase usability and efficiency.
- Consult with and provide engineering assistance to other City departments and governmental agencies, as needed.
- Represent the City's interest on development applications regarding compliance with national standards and city codes. Provide leadership and direction while ensuring professional, consistent, timely and effective customer service through the public review process.
- Request and conduct site inspections and hazard investigations as required.
- Prepare and review intersection and traffic infrastructure cost estimates and designs as needed.

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.

**REPORTING RELATIONSHIP:** Details about where the position fits, any direct reports and relationship to peers will help understand the position. Use titles only, or attach current Organization Chart.



## Position Description

<b>TITLE:</b> Transportation Engineer	<b>File No.</b>
<b>Section:</b>	<b>Date:</b>
<b>Division:</b> : Engineering <b>Department:</b> Planning, Development & Engineering	<b>Incumbent (if any):</b>

<b>Education Requirement &amp; Professional designations /certifications</b>	<ul style="list-style-type: none"> <li>• University Graduate with a Bachelor's Degree in Civil Engineering.</li> <li>• Registered Member as a Professional Engineer with the Association of Professional Engineers and Geoscientists of Newfoundland and Labrador.</li> <li>• A minimum of 5 - 10 year's experience directly related to traffic engineering and project management, with progressive level of responsibility.</li> <li>• Transportation experience to be supplemented by transportation related courses.</li> </ul>
<b>Related Experience</b>	<ul style="list-style-type: none"> <li>• Progressive experience in the areas of municipal engineering including the design of commercial and residential developments.</li> <li>• Knowledge of the principles and methods concerning roadway geometric and the transportation characteristics of vehicles and pedestrians</li> <li>• Extensive professional background and skills in coordinating work with other departments, public agencies, and in dealing with the public.</li> </ul>

<b>Describe the content and requirements of the position in terms of the following key factors.</b> <b>SCOPE/IMPACT:</b>	
<b>SKILL / KNOWLEDGE:</b> <ul style="list-style-type: none"> <li>• Maintain thorough knowledge of current design practices, materials, techniques and construction methods related to municipal works; including water, drainage, subdivision development, road geometrics and traffic signal design and installation.</li> <li>• Knowledge and understanding of the factors affecting traffic conditions such as roadway designs, lighting, pavement markings, signage and traffic/pedestrian volumes and collision history.</li> <li>• Ability to study traffic conditions, identify issues and assess possible solutions and their effectiveness</li> <li>• Be familiar with all Authorities Having Jurisdiction over any component work affected by a proposed development, i.e. Newfoundland Power, Department of Environment and Conservation, Government Services, Canada Post, etc.</li> <li>• Ability to multitask, coordinate, and establish priorities for the processing of multiple development applications in a timely manner.</li> <li>• Confidence in dealing with people during</li> </ul>	<b>When outlining the SCOPE and IMPACT - Considers the actions of this position. - does it only affect own work, that of a work team, other departments, across the organization</b> <ul style="list-style-type: none"> <li>• Technical reviews prepared by this position have a direct impact on whether a development application is approved or rejected.</li> <li>• During the review process the incumbent is responsible for consulting with other various departments for review, including the Streets Division, Traffic Division, Construction Division and Regional Fire Department.</li> <li>• The incumbent is responsible to provide information, summaries and recommendations to upper management and Council related to various traffic issues within the City.</li> <li>• Solutions and recommendation provided by the incumbent can result in an impact on all city roadway end users including motorists and pedestrians</li> <li>• It is the incumbent's duty to ensure that all traffic related factors are considered during the development review process and any issues identified to ensure the applicant is held responsible for any/all corrective measures as provided by the incumbent. These steps are critical to ensure the city's roadways continue to operate in an efficient manner while saving the City the responsibility and financial investment required to complete the necessary upgrades.</li> <li>• Position requires consulting and coordinating application reviews with the Development Engineers.</li> </ul>

# Position Description

<b>TITLE:</b> Transportation Engineer	<b>File No.</b>
<b>Section:</b> Division: : Engineering Department: Planning, Development & Engineering	<b>Date:</b>
<b>Incumbent (if any):</b>	

<p>stressful situations and appropriate conflict management</p> <ul style="list-style-type: none"> <li>• Knowledge and use of computer applications for engineering and project management activities including traffic simulation software, signal timing and coordination, surveying and computer drafting principles.</li> </ul>	<p><b>DIMENSIONS:</b> Describe any data that would define the size of the position, such as sales, assets or people influenced by the position, capital or expense budgets controlled by this position.</p> <ul style="list-style-type: none"> <li>• The incumbent is responsible to ensure that the impacts of existing and future developments are identified and infrastructure is installed, during the development phase, to remediate these issues thereby saving the City future financial expenses.</li> <li>• Identifying future road network and intersection upgrades while ensuring other City Departments are aware as to reduce the potential for unnecessary City expenditure and construction costs to the City.</li> <li>• Improvements and/or changes identified by the incumbent can cost many millions of dollars depending on the complexity of the required installation.</li> <li>• Recommendations made by the incumbent have the potential to affect all users of the City's roadway network, including various roadway with excess of 25,000 to 65,000 vehicle trips per day.</li> </ul>	<p><b>DECISION-MAKING:</b> Does the position have Direct or Indirect/Advisory influence over key decisions? Describe the nature of the problems the position deals with. Is there a guidebook/manual or do problems require unusual or new solutions?</p> <ul style="list-style-type: none"> <li>• Use of sound judgment and decision making skills to evaluate potential developments and their associated traffic impacts both locally and on a city wide scale.</li> <li>• A thorough knowledge and understanding of transportation issues and the ability to effectively communicate these issues to upper management, City Council and the general public so that informed decisions can be made.</li> <li>• Ability to balance the social and economic needs of various developments while trying to influence the attitudes towards alternative solutions.</li> <li>• Recommendations provided to City Council and management on various traffic related issues directly affect the potential outcome.</li> <li>• Position has the ability to effectively reject a development application due to the potential or cited traffic concerned identified during the review process.</li> <li>• Position has a direct impact on the implementation and enforcement of current policies and procedures used in development.</li> <li>• Position has an indirect influence on the development and recommendation of new procedures, practices, and policies relating to development.</li> </ul>	<p><b>GENERAL CAPABILITIES:</b> Describe any other skills and capabilities that would be useful in this position (e.g. Communication and Interpersonal skills, People Management, Execution, Thinking skills, Business Savvy, Customer Orientation, etc.)</p> <ul style="list-style-type: none"> <li>• Ability to deal with people effectively, objectively and courteously, and establish and maintain effective working relationships with other employees, general public, developers, property owners, contractors, and consultants.</li> <li>• Ability to always exercise professional judgment, degree of care, skill and diligence in providing services on behalf of the City's taxpayers.</li> <li>• Ability to effectively use conflict management when necessary to resolve issues and promote positive outcomes.</li> <li>• Excellent analytical, communication and interpersonal skills with the ability to work under one's own supervision, within a team and liaise with others throughout the organization.</li> <li>• Ability to prepare and communicate complex issues effectively through clear and precise correspondence of a technical and administrative nature, and to present to senior administration, developers, committees, and the public.</li> <li>• Physical ability to perform the essential functions of the job in a standard office setting, or in field as required.</li> <li>• A commitment to continuous professional development.</li> </ul>
<p><b>WORKING CONDITIONS:</b> Describe the physical environment the position is located in. Are there unusual physical requirements or mental stress factors that impact the position? (e.g. regular outdoor work, climbing towers, frequent business related travel or having to sit for extended periods of time at a PC, or reception desk).</p>			

# Position Description

TITLE: Transportation Engineer		File No.
Section: Division: : Engineering Department: Planning, Development & Engineering	Incumbent (if any):	Date:

Work is performed mostly in an office setting. Occasional travel within the City is required to inspect various developments or construction sites.

APPROVED BY:	Manager:	Date:
	Director	
	Deputy City Manager	MARCH 18, 2014
		MAR 19, 2014

For Human Resources Department Use:

Job code	
Position Title - Generic	
Pay grade	
Union Group	
Location	
Vehicle Required	
Last revised	

Employee Number	Employee Name	Course Code	Course Title	Date of Completion	Cost
10361	KING, ROBIN	CSJ8065	Introduction to ArcView GIS	3/14/2000	
10362	KING, ROBIN	CSJ8126	Synchro Sim Traffic Course	5/09/2001	
10361	KING, ROBIN	DEV5129	Roundabout Design Introduction	1/21/2003	
10361	KING, ROBIN	DEV5080	Road Safety Audit	10/03/2003	
10361	KING, ROBIN	DEV5074	In Service Road Safety Reviews	10/27/2004	
10361	KING, ROBIN	DEV5167	Principles of Traffic Signal	2/15/2007	
10361	KING, ROBIN	DEV5168	Elements of Signal Design	2/22/2007	
10362	KING, ROBIN	DEV5169	Signal Phasing and Timing	3/01/2007	
10362	KING, ROBIN	DEV5170	Signal System Timing Operation	3/15/2007	
10362	KING, ROBIN	DEV5171	Signal Operations Safety Rev	3/22/2007	
10361	KING, ROBIN	DEV5177	Road Safety Evaluation Part I	4/19/2007	
10361	KING, ROBIN	DEV5178	Road Safety Evaluation Part II	4/26/2007	
10361	KING, ROBIN	DEV5209	Guidelines Design Speed Humps	3/12/2008	
10353	KING, ROBIN	DEV5200	App. of Flashing Yellow Arrow	2/07/2008	
10362	KING, ROBIN	DEV5205	Transportation Impact Analyses	2/12/2008	
10353	KING, ROBIN	DEV5237	Advanced App. Context Solns 1	10/15/2008	
10361	KING, ROBIN	DEV5235	Pedestrian Crosswalk Policies	11/12/2008	
10353	KING, ROBIN	DEV5238	Advanced App Context Solns II	11/18/2008	
10353	KING, ROBIN	DEV5249	Data Collection Analysis	3/31/2009	
10353	KING, ROBIN	DEV5253	Defining Assess Intersections	3/26/2009	
10361	KING, ROBIN	DEV5248	Fundamentals of Traffic Eng.	4/01/2009	
10351	KING, ROBIN	DEV5268	Access Management Principles	4/14/2009	
10361	KING, ROBIN	DEV5254	Modern Roundabouts	4/16/2009	
10362	KING, ROBIN	DEV5269	Safety Impacts of Access Mgmt	4/21/2009	
10361	KING, ROBIN	DEV5270	Economic Impact of Access Mgmt	4/28/2009	
10353	KING, ROBIN	DEV5271	Applying Access Mgmt Principle	5/05/2009	
10353	KING, ROBIN	DEV5256	Challenges Urban Intersection	5/12/2009	
10353	KING, ROBIN	DEV5272	Access Mgmt Intersections II	5/26/2009	
10354	KING, ROBIN	DEV 5305	Multi Modal School Site Planning	09/24/2010	\$ 25.00
10355	KING, ROBIN	DEV 5326	Fundamentals of Highway Safety	03/22/2011	\$ 355.00
10356	KING, ROBIN	DEV 5333	TRB Webinar - Microscopic Traffic Simulation Models	05/04/2011	\$ 109.00
10357	KING, ROBIN	DEV 5402	Applying HSM Crash Modificatio	03/03/2011	\$125



**Re: Pension - Don Brennan**   
**Kevin Breen** to: Don Brennan  
Cc: "Diane Winsor"

2014/02/24 11:15 AM

Hello Don:

Regarding your conversation with Diane, you will not be prejudiced by any delay in transferring your pensionable service from the Provincial government in that you will be considered to have been hired effective July 16, 2013 and all converted service will be subject to the rules in place prior to any future changes to the pension plan.

I trust this clarifies the matter for you. If you have any questions, please let me know.

Kevin.

Kevin Breen,  
Director of Human Resources  
City of St. John's  
(709) 576-8213 (phone)  
(709) 576-8575 (fax)

Diane Winsor

Kevin As discussed, I spoke with Don Brennan to...

2014/02/21 04:52:40 PM

From: Diane Winsor/CSJ  
To: Kevin Breen/CSJ,  
Date: 2014/02/21 04:52 PM  
Subject: Pension - Don Brennan

Kevin

As discussed, I spoke with Don Brennan today.

As you know Don started with the City July 16, 2013 and is wanting to avail of the reciprocal agreement we have with the Province to transfer his pensionable service. He has been waiting since July to have Pensions Division of Government confirm the pension evaluation so he can elect his option. He is being told by Pensions Division that they are backlogged with these requests, so he is not sure when he will hear an outcome. Should for some reason he not have an outcome if/when the City makes decisions regarding the pension plan reform, he has asked for confirmation that he would be still be considered as a 2013 hire (i.e. under the rules in place when he was hired and be able to transfer his Provincial Government pension service ) rather than any new process that may come into effect.

I have verbally advised him that he is considered under the rules in place as of 2013 and the fact that Government hasn't yet provided information to him to review his pension transfer options would not impact that for him.

He would appreciate written confirmation as to how he would be treated in the event of pension reform. - Will you take care of that?

By the way I did give him a contact name in Pensions Division and if he doesn't have satisfaction from that then I have offered to assist - Ed Wade and Susan Bonnell may experience similar delays.

Have a great, safe weekend - best of luck fishing!  
Diane



**Fw: Pension - Don Brennan**  
**Kevin Breen** to: Ed Wade, Barb Dawe

2014/02/27 08:58 AM

Ed, Barb, FYI.....He was concerned about the length of time the Province is taking with his transfer.

Kevin Breen,  
Director of Human Resources  
City of St. John's  
(709) 576-8213 (phone)  
(709) 576-8575 (fax)

----- Forwarded by Kevin Breen/CSJ on 2014/02/27 08:57 AM -----

From: Don Brennan/CSJ  
To: Kevin Breen/CSJ@csj,  
Cc: Diane Winsor/CSJ@csj  
Date: 2014/02/26 04:03 PM  
Subject: Re: Pension - Don Brennan

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Good, thanks, Kevin.

Don

Don Brennan, M.A.Sc., P.Eng.  
Director - Roads and Traffic

On Feb 24, 2014, at 8:45 AM, "Kevin Breen" <[KBreen@stjohns.ca](mailto:KBreen@stjohns.ca)> wrote:

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Diane Winsor---2014/02/21 04:52:40 PM---Kevin As discussed, I spoke with Don Brennan today.

From: Diane Winsor/CSJ  
To: Kevin Breen/CSJ,  
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Kevin

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