



**Town of Paradise**  
**Public Committee of the Whole Meeting Minutes**

**February 11, 2025, 6:00 p.m.**  
**Virtual Meeting**

Council Present: Dan Bobbett, Mayor, Chairperson  
Kimberley Street, Deputy Mayor  
Glen Carew, Councillor  
Tommy Maher, Councillor  
Patrick Martin, Councillor  
Deborah Quilty, Councillor  
Larry Vaters, Councillor

Staff Present: Lisa Niblock, CAO  
Tina Auchinleck Ryan, Director of Recreation and Community Services  
Kim Blanchard, Director of Planning and Protective Services  
Alton Glenn, Director, Planning & Protective Services  
Chris Milley, Director, Infrastructure & Engineering  
Terrilynn Smith, Director, Corporate Services  
Nelson Whalen, Director of Public Works  
Chris Connolly, Manager of Engineering  
Diane Keough, Manager, Communications  
Angelina Richards, Executive Assistant

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**1. Calling of Meeting to Order**

The meeting was called to order by Mayor Bobbett at 6:00 pm.

**2. Safety Moment**

Mayor Bobbett brought forward a safety moment for Council and residents.

**3. Adoption of Agenda**

a. Adoption of Agenda

**To adopt the Agenda for the February 11, 2025 Committee of the Whole Meeting.**

#### 4. **Conflict of Interest**

There were no conflicts of interest declared at this meeting.

#### 5. **Infrastructure and Engineering**

Council Lead - Deputy Mayor Street

##### a. Decision Notes

##### 1. Cleaning Contract Extension 2025

The Town issued a tender on December 15, 2022 for a two (2) year cleaning contract for all town facilities with provision to renew the agreement for two (2), one (1) year periods. The tender was awarded to Kelloways Construction in 2023 and they have agreed to renew the contract under the same terms, conditions and price of \$421,038.00 HST included per annum.

##### **Recommendation:**

The recommendation from staff is to award the Cleaning Contract 1 year renewal to Kelloway Construction Ltd for the amount of \$421,038.00 HST included subject to all terms and conditions being met.

Council were in agreement to move this forward to the Public Council Meeting for decision.

*For: Mayor Bobbett, Deputy Mayor Street, Councillor Carew, Councillor Maher, Councillor Martin, Councillor Quilty and Councillor Vaters*

##### b. Department Report

The report from the Infrastructure and Engineering Department was brought forward to Council for information and discussion. The report included an activity update on Kenmount Road Upgrade Phase 1 and the Water System Leak Detection, a project status and activity report, the St. Thomas Line Pump Station Change Management Log, a water consumption report, a traffic safety report for Clearview Heights and the 2024 Big Picture recap and 2025 Big Picture.

#### 6. **Administration and Corporate Services**

Council Lead - Councillor Vaters

##### a. Decision Notes

##### 1. Rules of Procedures By-Law BL- CS-001

The Town currently follows Roberts Rules of Order in conducting meetings of Council. The new Towns and Local Services Districts Act requires that the Town adopt a Rules and Procedures By-Law.

This By-Law outlines the specifics of how the public meeting of Council is conducted.

Council requested staff review sections 6, 12, 22 and 25.

**Recommendation:**

The recommendation from staff is to review these sections for changes and bring back to the next Public Committee of Whole meeting.

Council agreed to bring it back to the next Committee of the Whole Meeting for further discussion.

*For: Mayor Bobbett, Deputy Mayor Street, Councillor Carew, Councillor Maher, Councillor Martin, Councillor Quilty and Councillor Vaters*

2. Security Deposit Policy

A policy is required to outline the Town's approach to manage the release of development security deposits and to address any unclaimed security deposits, with the exception of major subdivision security deposits which are handled within the subdivision agreements.

Security deposits are paid to the Town based on the conditions set by the applicable permit and the fee outlined in the Annual Fee Schedule and are released upon request once it is confirmed that all conditions are met.

During the 2023 financial audit, BDO Canada LLP, recommended that a policy be developed to recognize deposits that date before 2017, into revenue.

The policy states that any future and current security deposits paid to the Town that are not claimed within six (6) and seven (7) years respectively from the date of receipt are forfeited to the Town and cannot be reclaimed.

**Recommendation:**

The recommendation from staff is to approve the proposed Security Deposit Policy CS-042.

Council were in agreement to move this forward to the Public Council Meeting for decision.

*For: Mayor Bobbett, Deputy Mayor Street, Councillor Carew, Councillor Maher, Councillor Martin, Councillor Quilty and Councillor Vaters*

3. By-Laws - Towns and Local Service Districts Act

On January 1, 2025, municipalities in Newfoundland and Labrador became governed by the Towns and Local Service Districts Act (SNK 2023 T-6.2). As part of this new Act, the Town's regulations require updating to become by-laws and reference the new Act.

At this time there are four regulations completed and require Council approval. The intent has not changed; this is an exercise in compliance and housekeeping.

The regulations presented this evening included:

- Waste Disposal
- Anti-Litter
- Noise and Nuisance
- Snow Clearing

**Recommendation:**

The recommendation from staff is for Council to approve the amendments to the above regulations to change them from regulations to By-Laws.

Council were in agreement to move this forward to the Public Council Meeting for decision.

*For: Mayor Bobbett, Deputy Mayor Street, Councillor Carew, Councillor Maher, Councillor Martin, Councillor Quilty and Councillor Vaters*

b. Department Report

The report from the Administration and Corporate Services Department was brought forward to Council for information and discussion. The report included information on Mental Health First Aid Training Sessions, the completion of 2024 Computer Replacement program, additional security measures at the Paradise Double Ice Complex, the 2024 CCBF Audit, a speed networking session hosted by the Mount Pearl Paradise Chamber, tax bills and the 2024 and 2025 Big Picture.

## 7. Recreation and Community Services

Council Lead - Councillor Martin

### a. Decision Notes

#### 1. Mount Pearl Paradise Skating Club Annual Ice Show Ticketing Request

The Mount Pearl Paradise Skating Club are seeking financial support for their ice show to be held on Thursday, April 17, 2025. They have requested the Town waive the Box Office Policy (RC-012) 70/30 split on ticket sales revenue for their ice show for the next 5 years (2025-2030) that they host the annual event at the Paradise Double Ice Complex.

The Skating Club is a not-for-profit organization that services many families in the community. They would like to use the revenue from the ticket sales to offset the costs of hosting the event and to invest in the development of their skaters and programming.

The 70/30 Split had been waived for the 2023 and 2024 Annual Ice Show.

#### **Recommendation:**

The recommendation from staff is to waive the Box Office Policy (RC-012) 70/30 split for the Mount Pearl Paradise Skating Club's annual ice show held at the Double Ice Complex in 2025 through 2030.

Council were in agreement to move this forward to the Public Council Meeting for decision.

*For: Mayor Bobbett, Deputy Mayor Street, Councillor Carew, Councillor Maher, Councillor Martin, Councillor Quilty and Councillor Vaters*

### b. Department Report

The report from the Recreation and Community Services Department was brought forward to Council for information and discussion. The report included an activity update for the department with information on the upcoming Snow and Ice Events, the Paradise Park Master Plan Presentation, nominations for the Canada Games 2025 Orange Store Torch Relay, information on the Canada Games Pin Trading, the calendar of events for February and the 2024 and 2025 Big Picture.

## 8. Planning and Protective Services

Council Lead - Councillor Quilty

### a. Decision Notes

#### 1. Tax Incentive Request - EPCM Supply Inc.

The Town offers a 3-year, 50 percent business tax reduction for new, non-competing businesses. The tax exemption is for 50 percent of the business taxes only. All other taxes apply. A new-non-competing tax incentive application from EPCM Supply Inc., located at 7 Maverick Place is bring presented for Council's consideration.

This business meets the non-competing definition of the Tax Exemption/Incentive Policy. EPCM Supply Inc provides speciality repair services to the mining industry. The company has the only certified titanium welding shop in the area and is the sole local facility offering mining cathode repair.

#### **Recommendation:**

The recommendation from staff is for approval.

Council were in agreement to move this forward to the Public Council Meeting for decision.

*For: Mayor Bobbett, Deputy Mayor Street, Councillor Carew, Councillor Maher, Councillor Martin, Councillor Quilty and Councillor Vaters*

#### 2. Development Regulations Amendment No. 28, 2025

This amendment was originally submitted to the January 14, 2025 Committee of the Whole meeting and to the January 21, 2025 Public Council meeting. It has been resubmitted due to a slight change in two of the sections. The request is to proceed with public consultation for the revised Paradise Development Regulations Amendment 28, 2025, as per the requirement of Section 14 of the Urban and Rural Planning Act.

#### **Recommendation:**

The recommendation from staff is to advertise the revised proposed Paradise Development Regulations Amendment No. 28, 2025 in accordance with the requirement of Section 14 of the Urban and Rural Planning Act.

Council were in agreement to move this forward to the Public Council Meeting for decision.

*For: Mayor Bobbett, Deputy Mayor Street, Councillor Carew, Councillor Maher, Councillor Martin, Councillor Quilty and Councillor Vaters*

b. Permits

1. 10 Cloudberry Drive – Home Based Business

An application for a home-based design and print business at 10 Cloudberry Drive was discussed.

**Recommendation:**

The recommendation for staff is to approve subject to no objections in response to the Notice of Discretionary Use and 10 conditions.

Council were in agreement to move this forward to the Public Council Meeting for decision.

*For: Mayor Bobbett, Deputy Mayor Street, Councillor Carew, Councillor Maher, Councillor Martin, Councillor Quilty and Councillor Vaters*

2. 10 Ellsworth Street – Home Based Business

An application for a home-based clothing and crafts production business at 10 Ellsworth Street was discussed.

**Recommendation:**

The recommendation from staff is to approve subject to no objections in response to the Notice of Discretionary Use and 10 conditions.

Council were in agreement to move this forward to the Public Council Meeting for decision.

*For: Mayor Bobbett, Deputy Mayor Street, Councillor Carew, Councillor Maher, Councillor Martin, Councillor Quilty and Councillor Vaters*

3. 81-85 Karwood Drive - Development Approval

A development approval for an affordable senior housing development at 81-85 Karwood Drive was discussed.

**Recommendation:**

The recommendation from Staff is to approve subject to 27 conditions.

Council were in agreement to move this forward to the Public Council Meeting for decision.

*For: Mayor Bobbett, Deputy Mayor Street, Councillor Carew, Councillor Maher, Councillor Martin, Councillor Quilty and Councillor Vaters*

c. Department Report

The report from the Planning and Protective Services Department was brought forward to Council for information and discussion. The report included information on building permits issued between January 30 and February 3, a small municipal boundary change with the Town of Conception Bay South, a report from Heritage NL and a reminder to residents to use caution around school zones.

**9. Public Works**

Council Lead - Councillor Carew

a. Decision Notes

*There were no decision notes for this meeting.*

b. Department Report

The report from the Public Works Department was brought forward to Council for information and discussion. The report included an activity update including information on snowclearing and ice control, refuse collection, water and sewer concerns, equipment maintenance, recruitment efforts, facility maintenance, current tenders, bi-weekly equipment operations report, the Lift Station 10 Failure Report and the 2024 and 2025 Big Picture.

**10. Adjournment**

To adjourn the meeting at 8:06 pm.