



Town of Paradise
Public Committee of the Whole Meeting Minutes

March 25, 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
Diane Keough, Manager, Communications
Angelina Richards, Executive Assistant

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 March 25, 2025 Public Meeting.

4. Conflict of Interest

Deputy Mayor Street asked Council if she was in a potential conflict of interest on the Request for Fee Waiver and Relief for Affordable Housing Development at 83

Karwood Drive as one of the applicants making the request works with her but not in the same department and there is no relationship. Mayor Bobbett asked Council if they felt that Deputy Mayor Street was in a potential conflict of interest and Council voted that she is not in a potential conflict of interest.

Against: Mayor Bobbett, Councillor Carew, Councillor Maher, Councillor Martin, Councillor Quilty and Councillor Vaters.

5. Infrastructure and Engineering

Council Lead - Deputy Mayor Street

a. Decision Notes

1. Kenmount Road Phase 1 Upgrades – Recommendation of Award

The upgrade of Kenmount Road to change it to an urban cross-section with a storm sewer, curb and gutter is a priority for Council. This will also include upgrading to a third mediam (turning lane), a sidewalk and a multi-purpose trail.

The Phase 1 upgrade includes approximately 550 meters of Kenmount Road from the McNamara Drive/Kenmount Road intersection to approximately Civic 1250.

The tender for construction closed on March 14, 2025 and there were seven submissions. Modern Paving Limited submitted the lowest tender price of \$2,816,720.30 plus HST.

Recommendation:

The recommendation from staff is to award the Kenmount Road Phase 1 Upgrades to Modern Paving Limited.

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. STL Pump Station Project – CCN 46R1 – Epoxy Floor

The contract with Olympic Construction Limited calls for the supply and installation of a Stonchem 830 Epoxy Finish on all concrete floors and stairs throughout St. Thomas Line Pump Station. Contemplated Change Notice 45R1 was issued to remove this requirement from the contract and to install Stonecoat GS4 on all

concrete floors at elevation 125.350 (the main floor) and Sikafloor 3S sealant on all other floors.

This change is not expected to have a negative impact on the capacity, durability and performance as it is a very high-quality product with a long life for very high traffic and wear areas.

Olympic Construction Limited has offered a credit of \$97,136.20 plus HST.

Recommendation:

The recommendation from staff is to accept Contemplated Change Notice 46R1 and issue a Change Order to Olympic Construction Limited.

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. STL Lift Station Project – Contemplated Change Notice 51

The St. Thomas Line Pump Station Project contract requires Olympic Construction Limited to supply and install 2 exterior Air Handling Units mounted to the building. Upon installation, the project team asked for an estimate for mounting them on concrete pads as staff were of the opinion that this would be more secure.

Olympic Construction Limited have submitted a price of \$2,500.00 plus HST to install the concrete pads.

Recommendation:

The recommendation from staff is to accept CCN51 and issue a change order to Olympic Construction Limited.

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 for the Infrastructure and Engineering Department was brought forward to Council for information and discussion. The report included information on the tender for Kenmount Road Phase 1 Upgrading, number

of tenders with recommendations to award being reviewed by staff, the Neary Road Water and Sewer and Stream Crossing Project, a project status and activity report, the St. Thomas Line Pump Station Change Management Log, a presentation on the Community Boathouse Project and a leak detection summary report.

6. Administration and Corporate Services

Council Lead - Councillor Vaters

a. Decision Notes

1. Council Meeting Rules of Procedure By-Law BL-CS-001

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

A draft of BL-CS-001 was presented at the February 11, 2025 Committee of the Whole Meeting during which Council reviewed and directed staff to review sections 6, 12, 22 and 25. The revised draft was presented to Council to review.

Recommendation:

The recommendation from staff is to adopt the Town Council Meetings Rules of Procedure By-Law BL-CS-001.

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 the necessary logistics related to the Town Hall and Depot Fire, the draft 2024 CCBF Audit Report from BDO Canada Ltd, a letter from the Department of Municipal Affairs approving the 2025 Budget Submission, the new community grant program and the January and February 2025 Cheque Registers.

7. Recreation and Community Services

Council Lead - Councillor Martin

a. Decision Notes

1. Bleacher Request For Quotes - 2025

In 2023 the Department began replacing wooden bleachers with metal bleachers. There was \$50,000 allocated in the capital budget for the purchase of 6 sets of bleachers in 2025, 4 sets for the Dianne Whalen Field and 2 sets for Milton Road.

The lowest quote was received from Coastline Specialities Limited for \$36,030.00 plus HST.

Recommendation:

The recommendation from staff is to award the supply and installation of six (6) sets of aluminum bleachers in 2025 to Coastline Specialties Limited at a cost of \$41,434.50 HST included.

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 information on April programs including Brunch with the Easter Bunny, an Easter Scavenger Hunt, a Hoppy Tunes Music Class, a 50+ Shuffleboard Tournament, a Family Paint Night and Bowling. Information was also included on the 2025 Municipal Awards, the NL Multiculturalism Grant, the Community Sport Fund Grant and the minutes of the recent Equity, Diversity, Inclusion and Accessibility Committee meeting.

8. Planning and Protective Services

Council Lead - Councillor Quilty

a. Decision Notes

1. Request for Fee Waiver and Relief for Affordable Housing Development at 83 Karwood Drive

The Calvary Baptist Church Inc., owner of the property at 83 Karwood Drive, submitted a letter to the Town on February 6, 2025, requesting a waiver and relief for fees associated with the constructing of an affordable housing project.

The request includes waivers for Development and Building Permits, Processing Fees, Occupancy Permits and Excavation Permits.

The development at 83 Karwood Drive consists of 40 affordable senior housing units within a cluster development of 4 buildings. This project is approved under the Provincial Affordability program with funding from the Newfoundland and Labrador Housing Corporation and Canada Mortgage and Housing Corporation.

In similar cases for Habitat for Humanity builds, the Town has waived the building permit, plumbing permit per fixture, grading and excavation fees. Habitat for Humanity and the subject development at 83 Karwood Drive both offer affordable housing.

Recommendation:

The applicant requested waivers for the Development and Building Permits, Processing Fees, Occupancy Permit and Excavation Permit. The staff recommendation is to waive the fees for Building Permit and for Excavation and Grading Permit, consistent with previous Council decisions for other affordable housing initiatives.

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. Change Order Pricing for Security Services

Spectrum Investigation & Security Limited is our current provider for the Town's security services. The current rate of pay is \$22.77 an hour per guard. The legislated provincial minimum wage will increase by \$0.40 per hour on April 1, 2025. The contract with Spectrum requires raises to the hourly rate of pay upon an increase in the minimum wage.

Recommendation:

The recommendation from staff is for Council to approve change order pricing for Spectrum Investigation & Security Limited.

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. Habitat for Humanity – 12 Mercury Street

Habitat for Humanity approached the Town of Paradise about the possibility of a land donation in the Fall of 2022.

The Town of Paradise has participated in two Habitat projects within the last decade and both projects proved to be rewarding experiences for staff, Council and community members who were involved. In both cases, the Town donated the necessary land to the projects.

The Town received approval from the Minister to convey the land to Habitat for Humanity and with the direction of Council, staff can move forward with the legal conveyance of land to transfer the property at 12 Mercury Street to Habitat for Humanity.

Recommendation:

The recommendation from staff is that Council approve the donation of land at 12 Mercury Street to Habitat for Humanity as previously considered by Council, advertised publicly and authorized by the Minister.

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 the re-assessment of a home-based design and print business at 10 Cloudberry Drive was discussed.

Recommendation:

Staff recommended approval of the application subject to eleven (11) 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. 1221 Kenmount Road – Tenant Fit Up

An application for a tenant fit up for the sale of travel trailers at 1221 Kenmount Road was discussed.

Recommendation:

Staff recommends approval of the application subject to no objections in response to the Notice of Discretionary Use and nine (9) conditions. If objections are received, then the application will be returned to Committee of the Whole and Council for further consideration.

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. 173 Summit Drive – Development Approval

An application for development approval to construct a second accessory building at 173 Summit Drive was discussed.

Recommendation:

Staff recommends approval of the application subject to fifteen (15) conditions and no objections in response to the Notice of Discretionary Use. If objections are received, then the application will be returned to Committee of the Whole and Council for further consideration.

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

4. 29 Pinehill Place – Commercial Vehicle Parking Permit

An application for a Commercial Vehicle Permit at 29 Pinehill Place was discussed.

Recommendation:

Staff recommends approval of the application, subject to no objections in response to the Public Notice and seven (7) conditions. If objections are received, then the application will be

returned to Committee of the Whole and Council for further consideration.

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

5. 40 Aurora Place – Development Approval

An application for the construction of a wheelchair ramp in the front of the dwelling at 40 Aurora Place was discussed.

Recommendation:

Staff recommends approval of the application subject to 6 conditions.

Council were in agreement to move this forward to the Public Council Meeting for decision but requested an additional condition be added to the application that states that the Town is not liable for any damages from snowclearing.

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

6. 1107-1119 Kenmount Road - Approval in Principle

An application for Approval in Principle to construct commercial building storage at 1107-1119 Kenmount Road was discussed.

Recommendation:

Staff recommends approval subject to eleven (11) conditions and no objections being received in response to the Notice of Discretionary Use.

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 the retirement of Alton Glenn and Lorelei Dean,

recruitment for a Manager of Development Services and new residential building permits issued between March 3 and 14 resulting in the creation of 14 new dwelling units.

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 Recreation and Community Services Department was brought forward to Council for information and discussion. The report included information on a new parking lot at the rear of 1270 Kenmount Road on Town Land to accommodate staff parking, refuse collection, water and sewer services, street repairs, recruitment and staffing and an equipment operations report.

10. Adjournment

To adjourn the meeting at 8:10 pm.