



Town of Paradise
Public Committee of the Whole Meeting Minutes

May 6, 2025, 6:00 p.m.
RPYCC Boardroom

Council Present:	Dan Bobbett, Mayor, Chairperson Kimberley Street, Deputy Mayor Tommy Maher, Councillor Patrick Martin, Councillor Deborah Quilty, Councillor Larry Vaters, Councillor
Council Absent	Glen Carew, Councillor
Staff Present:	Tina Auchinleck Ryan, Director of Recreation and Community Services Kim Blanchard, Director of Planning and Protective Services Chris Milley, Director, Infrastructure & Engineering Terrilynn Smith, Director, Corporate Services Brian Dredge, Manager, Public Works Diane Keough, Manager, Communications Angelina Richards, Executive Assistant
Staff Absent:	Lisa Niblock, CAO Nelson Whalen, Director of Public Works

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

The agenda was adopted as presented.

To adopt the Agenda for the May 6, 2025 Public Meeting.

4. Conflict of Interest

Deputy Mayor Street declared a potential conflict of interest regarding the Windmill Road Box Culvert discussion as she has a family member that lives on Windmill Road. Mayor Bobbett asked Council if Deputy Mayor Street is in a potential conflict of interest.

For: Mayor Bobbett, Councillor Maher, Councillor Martin, Councillor Quilty and Councillor Vaters

Councillor Vaters declared a potential conflict of interest regarding the Election to the FCM Board of Directors as the discussion involves his name running for the upcoming year. Mayor Bobbett asked Council if Councillor Vaters is in a potential conflict of interest.

Against: Mayor Bobbett, Deputy Mayor Street, Councillor Maher, Councillor Martin and Councillor Quilty

5. Infrastructure and Engineering

Council Lead - Deputy Mayor Street

a. Decision Notes

1. Windmill Road Box Culvert – CCBF Funding Application

Note: Deputy Mayor left the meeting for this discussion due to a conflict of interest.

Providing residents of Windmill Road with municipal water and sewer infrastructure is on the Town's Water and Sewer Priority List. The funded project includes the installation of 140 meters of water and sewer main, connection stubs to four properties, new hydrants, culverts, upgraded ditching and a new asphalt surface, including a turning circle. A second project to install a new box culvert would be funded separately from the deliverables of the water and sewer project.

The construction tender closed on April 9, 2025 with Dexter Construction Company Limited submitting the lowest tendered price of \$869,719.75 plus HST to complete both projects. This tender was awarded to Dexter Construction Company Limited on April 29, 2025 with the expectation that the Town would apply for Storm Water Management funding for the installation of the Box Culvert.

Recommendation:

The recommendation from staff is to apply for available funding through the Canada Community Building Fund (CCBF) for this Project in the amount of \$233,680 plus HST.

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

For: Mayor Bobbett, Councillor Maher, Councillor Martin, Councillor Quilty and Councillor Vaters

Abstained: Deputy Mayor Street

2. Beach Volleyball Competition Court – Tender Results and Award

The Town of Paradise is hosting the beach volleyball competition for the 2025 Canada Games. A tender was released seeking qualified contractors to bid on the construction of the competition courts. The tender closed on April 25, 2025 and there were five submissions received with Weirs Construction Ltd submitting the lowest tendered price of \$141,081.90 plus HST.

Staff requested that a decision be made at this committee meeting to award the contract in advance of the public meeting as this project is on tight timelines.

Recommendation:

The recommendation from staff is to award tender TOP-25-11 construction of the beach volleyball competition courts for the 2025 Canada Games to Weirs Construction Ltd.

Council were in agreement for staff to proceed with this tender award and to move this forward to the Public Council Meeting for ratification.

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

3. TOP-23-23 Beach Volleyball – CCN 02 Engineering Fee Adjustment

The Town is preparing to construct the temporary beach volleyball competition courts for the 2025 Canada Games. The Town has asked the designer, All-North Consulting Limited, to submit a Contemplated Change Notice to provide technical support during the construction of the competition courts and final preparations of the entire beach volleyball venue.

All-North Consulting Limited submitted Contemplated Change Notice 002 to provide technical support for up to 16 hours for a fee of \$2080.00 plus HST.

Recommendation:

The recommendation from staff is to accept CCN 02 and issue a Change Order to All North Consulting Limited.

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

For: Mayor Bobbett, Deputy Mayor Street, 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 information on staffing, Bayview Heights and Drovers Road Water and Sewer Projects, Windmill Road Water and Sewer construction, the 2024 Road Maintenance and Concrete Programs, the IE project status and activity report, the St. Thomas Line Pump Station change management log, the total cost of the Lift Station #10 State of Emergency and the Carberry Drive Water and Sewer Project.

6. Administration and Corporate Services

Council Lead - Councillor Vaters

a. Decision Notes

1. Committee of the Whole Terms of Reference

Council were in agreement to defer this item to allow staff time to do additional research.

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

2. Election to the FCM Board of Directors

The Federation of Canadian Municipalities will hold the annual election for its Board of Directors on June 1, 2025. Councillor Vaters was elected to the Board of Directors in 2024 and is interested in seeking re-election in June. To be eligible to run, he must have written approval from the Town confirming that the Town

will cover the costs related to the candidate's participation in FCM meetings.

The term of the seat on the board has changed from a one-year term to a two-year term. If elected, Councillor Vaters will serve for 2025-2027.

Recommendation:

The recommendation from staff is to allow Councillor Vaters to run in the upcoming election of the FCM Board of Directors.

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

For: Mayor Bobbett, Deputy Mayor Street, 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 new location for the Corporate Services Department and the Planning and Protective Services Department at 1655 Topsail Road, an update from the Municipal Assessment Agency, Safety and Health Week, the Municipal Awards Ceremony and the new Community Grant Program.

7. Recreation and Community Services

Council Lead - Councillor Martin

a. Decision Notes

1. Create to Get Closer Art Program – Holy Family Elementary School

The Department has been contacted by La Francoderole about collaborating on a project as part of the "Create to Get Closer" Program. On May 26, 27 & 28, 2025, La Francoderole will be at Holy Family Elementary School in Paradise to involve 184 students in the creation of three children's murals.

La Francoderole is seeking financial support from the Town of Paradise to purchase panels for the large mural at a cost of \$850.00.

Recommendation:

The recommendation from staff is to not proceed with the financial contribution as it has been confirmed that La Francoderole received funding through sponsors for this project, since their original request. In addition, this has not been budgeted for in the 2025 Budget.

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

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

2. Canada Games Employee Volunteerism Policy

Recreation and Community Services is seeking council approval for the adoption of a new policy (Canada Games Employee Volunteerism Policy) for the upcoming 2025 Canada Games. The Canada Games rely on approximately 5000 volunteers to assist in the coordination of the games from August 8 - August 24, 2025.

The Town is committed to supporting the St. John's Canada Summer Games and values volunteerism; to encourage and acknowledge employee efforts, this policy allows employees to dedicate a minimum of 32 hours of volunteer services required by the Canada Games. As part of the Town's commitment, this policy will allow employees to take 16 hours of paid "Special Canada Games Leave" with no deduction to their annual leave entitlement.

Recommendation:

The recommendation from staff is for Council to approve the new Canada Games Employee Volunteerism Policy.

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

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

3. Beach Volleyball Court Rental Rate for 2025

The Newfoundland and Labrador Volleyball Association (NLVA) has approached the Town looking to get access to the beach volleyball courts in advance of the Canada Summer Games in 2025. They have proposed 3 summer beach programs that will run for the month of July on the completed legacy courts in Paradise Park. The Canada Summer Games Host Society is in favour of the Town

allowing access to the courts in advance of the games and use of the Volleyball Equipment that they have purchased for the Games.

Staff reviewed the current pricing structure for the Town of Paradise recreation facilities. Youth groups and non-profit groups access the soccer and baseball fields at no charge. Adult and private renters pay \$30.00 per field per hour.

Recommendation:

The recommendation from staff is to offer access to the courts to the Newfoundland and Labrador Volleyball Association at no charge for youth and not-for-profit groups. A rate of \$ 30.00 per hour is recommended for adult court use, aligning with the current rates for the outdoor sport facilities such as soccer and baseball. Further research and evaluation will be conducted in preparation for the 2026 budget discussion.

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

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

4. Temporary Inventory Control and Storage

The Department of Public Works requires space for Inventory Control that will include receiving, pick-up, and delivery of materials, monitoring, tracking, and ordering of supplies required for the day-to-day operations.

Staff are seeking approval from Council to continue to use the Skate Park space for Public Works operations and storage until the return to the Town Hall and Depot.

Recommendation:

The recommendation from staff to allow continued use of the indoor Skate Park, located within Rotary Youth Paradise Community Centre for the purpose of Public Works operational needs until the return to the Town Hall and Depot.

Council were in agreement to proceed with the staff recommendation.

For: Mayor Bobbett, Deputy Mayor Street, 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 Youth Week, Clean Up Month, the Municipal Awards Ceremony, Municipal Awareness Days, the 8th Annual Royal Newfoundland Regiment Memorial High School Hockey Tournament, the May Calendar of Events and Active NL Funding.

8. **Planning and Protective Services**

Council Lead - Councillor Quilty

a. Decision Notes

1. City of St. John's Seeking Feedback for Their Proposed Amendment to the St. John's Urban Region Regional Plan

The Town of Paradise received a referral from The City of St. John's on April 17, 2025, regarding a proposed amendment to the St. John's Urban Region Regional Plan. The proposed amendment seeks to redesignate land at 55 Groves Road from "Rural" to "Urban Development." This redesignation is intended to accommodate the development of semi-detached dwellings on serviced lots.

Recommendation:

The recommendation from staff is to respond to the City of St. John's referral and provide no objection or further comments.

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

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

2. Security Services Contract One Year Renewal

The Town of Paradise contracts the provision of security services which includes patrols of Town properties as well as special event work.

In 2021, the security services contract was awarded to Spectrum Investigation and Security Limited for the term of 2021-2024. The contract was renewed for an additional one (1) year term in 2024,

extending it to July 2025. The contract may be renewed for an additional final one (1) year enabling an extension up to July 2026.

Recommendation:

The recommendation from staff is to renew the agreement for an additional term of one year, extending the Town's Security Services contract with Spectrum Investigation and Security Limited until July 2026.

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

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

b. Permits

1. 109 SGT. Donald Lucas Drive - Development Approval

An application to construct a subsidiary apartment at 109 SGT. Donald Lucas Drive was discussed.

Recommendation:

Staff recommends approval of the application, subject to no objections in response to the Notice of Discretionary Use and five (5) 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 Maher, Councillor Martin, Councillor Quilty and Councillor Vaters

2. 13 Kemble Avenue – Development Approval

An application to construct a fence less than 3.0 meters from the flanking side boundary at 13 Kemble Avenue was discussed.

Recommendation:

Staff recommends approval of the request subject to four (4) conditions.

Council were in agreement to move this forward to the Public Council Meeting for decision but requested that a condition be

added to state that the Town is not responsible for damages from snow clearing.

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

3. 20 Juniper Drive – Approval in Principle

An application to construct a two-unit dwelling at 20 Juniper Drive was discussed.

Recommendation:

Staff have reviewed the objections and recommend 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 Maher, Councillor Martin, Councillor Quilty and Councillor Vaters

4. 21 Colorado Street – Development Approval

An application to construct a subsidiary apartment at 21 Colorado Street was discussed.

Recommendation:

Staff recommends approval of the application, subject to no objections in response to the Notice of Discretionary Use and five (5) 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 Maher, Councillor Martin, Councillor Quilty and Councillor Vaters

5. 259 Three Island Pond Road - Home Based Business

An application for a home-based business at 259 Three Island Pond Road was discussed.

Recommendation:

Staff recommends approval subject to no objections in response to the Notice of Discretionary Use and ten (10) conditions.

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

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

6. 27 Quilty's Road – Development Approval

An application to construct an 87m² extension to an existing accessory building at 27 Quilty's Road was discussed.

Recommendation:

Staff recommends the application be approved subject to fourteen (14) conditions and no objections being received in response to the Notice of Discretionary Use. If objections are received, 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 Maher, Councillor Martin, Councillor Quilty and Councillor Vaters

7. 27 Quilty's Road – Home Based Business

An application for a home-based business at 27 Quilty's Road was discussed.

Recommendation:

Staff recommend approval subject to thirteen (13) conditions.

Council were in agreement to move this forward to the Public Council Meeting for decision but requested additional information from staff on other similar home-based businesses in the Town.

For: Mayor Bobbett, Deputy Mayor Street, 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 Manager of Development Services position, residential building permits between April 14-25, 2025, the Municipal Boundary Change between Paradise and Conception Bay South and an Off-Road Vehicle Update.

9. Public Works

Council Lead - Councillor Carew

a. Decision Notes

1. Undercarriage Repairs Unit 91 Case Excavator

Unit 91 is a 2013 Case CX145C excavator that is regularly utilized by the Public Works Department for a variety of tasks. Recently, the unit was brought to MADSEN Construction Equipment, the local Case dealership, for a full undercarriage assessment.

Following MADSEN's evaluation, the department sought comparative pricing and reached out for additional quotes. The lowest quote was received from Brandt Tractor at a cost of \$25,236.00 plus HST.

Recommendation:

The recommendation from staff is to proceed with the recommended repairs to this unit as per the quote provided by Brant Tractor (formally John Deere).

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

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

2. Supply and Delivery of Granular Material

In April 2025, the Town invited tenders for Supply and Delivery of Granular Material for the 2025 season with an option to extend for one additional year. There were four (4) local companies that submitted qualifying bids with the lowest bid from Farrell's Excavating Limited.

Recommendation:

The recommendation from staff is to proceed with the award of this contract to the lowest qualified bidder, Farrell's Excavating Limited, for a total amount of \$233,938.75 HST included.

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

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

3. Supply of Turf Maintenance Material

In April 2025, the Town invited tenders for Supply of Turf Material for the 2025 season with an option to extend for one additional year. Only one bid was submitted.

Recommendation:

The recommendation from staff is to award the tender TOP-25-10 to Eastchem (NL) in the amount of \$12,526.38 HST included.

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

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

b. Department Report

The report from the Public Works Department was brought forward to Council for information and discussion. The report included information on excavation and grading, refuse collection, water and sewer services, traffic calming, street repairs, street sweeping, parks, trails and fields, recruitment, training and staffing and the equipment operations report.

10. Adjournment

To adjourn the meeting at 7:39 pm.