



Town of Paradise
Public Committee of the Whole Meeting Minutes

May 20, 2025, 6:00 p.m.
RPYCC Boardroom

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 (Attended Virtually)

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
Nelson Whalen, Director of Public Works
Jerry Young, Manager, Development Services
Sarah Rowe, Communications Officer
Angelina Richards, Executive Assistant

Staff Absent: Lisa Niblock, CAO
Diane Keough, Manager, Communications

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.

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. Kenmount Road Project – Contemplated Change Notice 01

The contractor for the Kenmount Road Project could not locate the existing water service lines on the as-built drawings and the services of a third-party company was required. The cost for this service was \$1300.00 plus HST. This is an addition to the contract and Contemplated Change Notice 01 has been issued.

Recommendation:

The recommendation from staff is to accept CCN 01 and issue a change order.

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. Kenmount Road Upgrades Phase 1 – Contemplated Change Notice 02

The contract for Kenmount Road Upgrades calls for the contractor (Modern Paving) to adjust existing Town owned valve boxes/extensions. The Public Works Department often supports the contractors with this work with the Town's vacuum truck however, the Town's vacuum truck is no longer available due to the fire on February 9, 2025. As such the contractor was asked to submit Contemplated Change Notice 02 to add 10 hours of vacuum truck time to the contract at a cost of \$2,950.00 plus HST.

Recommendation:

The recommendation from staff is to accept CCN 02 and issue a Change Order.

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 information on staffing, Bayview Heights Water and Sewer Project, Windmill Road Water and Sewer Project, Carberry Place Water and Sewer Project, 2025 Road Marking Program, the Wastewater System Effluent Regulations Transitional Authorization, the IE Project Status and Activity Report, the St. Thomas Line Pump Station Change Management Log and the Scope of Work for Street Rehabilitation.

Deputy Mayor asked Council if she was in a potential conflict of interest as there was a question asked about the Windmill Road Water and Sewer Project and she has relatives that live on that road. Mayor Bobbett asked Council if Deputy Mayor Street was in a potential conflict of interest.

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

Note: Deputy Mayor Street left the meeting due to the conflict of interest and returned once this discussion was completed.

6. Administration and Corporate Services

Council Lead - Councillor Vaters

a. Decision Notes

1. Public Recognition and Proclamation Policy

The Town acknowledges the significance of recognizing residents and groups through formal recognition. The Town values and recognizes important causes, awareness campaigns, events, celebrations, and milestone occasions that enhance and positively impact the Town and its communities.

This policy sets out guidelines including eligibility criteria, timelines and processes and all requests will be considered on a case-by-case basis.

Recommendation:

The recommendation from staff is to approve the Public Recognition and Proclamation Policy CS-043.

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 March and April Cheque Registers, Upcoming General Election Vote by Mail, operations at 1655 Topsail Road and National Safety and Health Week.

7. Recreation and Community Services

Council Lead - Councillor Martin

a. Decision Notes

1. 2025 Request for Proposals Pool Feasibility Study

The Town of Paradise issued a Request for Proposals for a pool feasibility study on April 4, 2025, with a closing date of April 28th, 2025. The selected consultant shall deliver a Feasibility Study that will include site analysis, public engagement, recommendations based on current and future needs, best practices, and trends; programming, preliminary cost estimates in a multi-year phased approach, construction costs, projected annual operation and maintenance costs and projected revenues.

There were 5 proposals received; Stantec Consulting Ltd. received the highest rank with a total cost of \$65,128.51 plus HST.

Recommendation:

The recommendation from staff is to award TOP-25-12 Consulting Services Municipal Pool Feasibility Study to Stantec Consulting 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 from the Recreation and Community Services Department was brought forward to Council for information and discussion. The report included information on a test event for Beach Volleyball, a new Zamboni, ice removal in Rink B, an upcoming LaCrosse Test/Training Camp, RFP for a pool feasibility study, the Paradise Backyard Ultra, June is Recreation Month and Celebration of Pride, Day Camp Training and the June calendar.

8. Planning and Protective Services

Council Lead - Councillor Quilty

a. Decision Notes

There were no decision notes for this meeting.

b. Permits

1. 289 Lanark Drive – Development Approval

An application to construct a fence less than 3.0 meters from the flanking side boundary at 289 Lanark Drive was discussed.

Recommendation:

The recommendation from staff is approval subject to 4 conditions.

Council were in agreement to move this forward to the Public Council Meeting for decision with a condition added that states that the Town is not responsible for damages due to snow clearing.

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

2. 139 Topsail Pond Road - Development Approval

An application to construct an accessory building, in front of the building line and located in the Conservation use zone at 139 Topsail Pond Road was discussed.

Recommendation:

The recommendation from staff is to approve the application subject to no objections being received in response to the Public Notice and thirteen (13) 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. 27 Quilty's Road – Home Based Business

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

Recommendation:

The recommendation from staff is approval subject to thirteen (13) 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 operations at 1655 Topsail Road, Health and Safety Week, Municipal Awareness Week, permits issued between April 28 and May 9, 2025, aerial imagery, online fillable form for Compliance Letter Requests, Municipal Enforcement Patrols, Municipal Enforcement Orders and information on ORV Safety.

9. Public Works

Council Lead - Councillor Carew

a. Decision Notes

1. Mobile Column Lifts for Heavy Duty Equipment

Following the fire at the Town Depot, the Department of Public Works has been operating out of a temporary garage that does not have the full range of infrastructure needed to do all repairs. The original depot included an open service pit and overhead cranes, which were essential for safely and efficiently performing some repairs on heavy equipment.

A request for quotations (RFQ) was issued for Four (4) Mobile Heavy Duty Column Lifts and three qualifying bids were submitted. The lowest qualified bid was submitted by Atlas Auto Equipment \$61,165.00 plus HST.

Recommendation:

The recommendation from staff is to proceed with the award of RFQ-Mobile Column Lifts to Atlas Auto Equipment.

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 Public Works Department was brought forward to Council for information and discussion. The report included information on excavation and grading, refuse collection, water & sewer services, traffic calming, street sweeping, parks, trails and fields, recruitment, training and staffing, current tenders and RFQ's and the bi-weekly equipment operations report.

10. Adjournment

To adjourn the meeting at 7:24 pm.