



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

**August 26, 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 Larry Vaters, Councillor
Council Absent	Deborah Quilty, Councillor
Staff Present:	Lisa Niblock, CAO Tina Auchinleck Ryan, Director, Recreation and Community Services Terrilynn Smith, Director, Corporate Services Chris Connolly, Manager, Engineering Brian Dredge, Manager, Public Works Diane Keough, Manager, Communications Jerry Young, Manager, Development Services Angelina Richards, Executive Assistant
Staff Absent:	Kim Blanchard, Director, Planning and Protective Services Chris Milley, Director, Infrastructure & Engineering Nelson Whalen, Director, Public Works

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**1. Calling of Meeting to Order**

The meeting was called to order by Mayor Bobbett at 6:00 pm. Mayor Bobbett welcomed Jerry Young, Manager of Planning and Protective Services, Brian Dredge, Manager of Public Works and Chris Connolly, Manager of Infrastructure and Engineering to the meeting tonight.

**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 August 26, 2025 Public Meeting.**

### 4. Conflict of Interest

Deputy Mayor Street declared a potential conflict of interest for the discussion on the Windmill Road Culvert as she has family living on Windmill Road. Mayor Bobbett asked Council if Deputy Mayor Street is in a potential conflict of interest.

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

### 5. Infrastructure and Engineering

Council Lead - Deputy Mayor Street

#### a. Decision Notes

##### 1. Silverbirch Trail - Recommendation of Award

A pedestrian trail from Silverbirch Crescent to Paradise Elementary has been reviewed and designed to enhance the trail system throughout the Town. The design has been completed by Grand Concourse Authority and construction is ready to begin with the quoted cost being \$142,980.95 plus HST.

##### **Recommendation:**

The recommendation from staff is to award the Silverbirch Crescent Trail construction to Grand Concourse Authority.

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 and Councillor Vaters***

##### 2. Windmill Road Culvert - CCBF Funding Revision Request

***Note: Deputy Mayor Street left the Council table for this discussion due to potential conflict of interest.***

The Windmill Road Culvert project applied for under the Canada Community Building Fund was approved by Council on July 28, 2025. Since this approval, there has been an approved change by Council on August 19, 2025 in the amount of \$63,500 plus HST to

extend the foundations for the culvert for frost protection and apply for additional CCBF funding.

**Recommendation:**

The recommendation from staff is to submit a revised Canada Community Building Fund application in the amount of \$332,232 HST included for the Windmill Road Culvert project.

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

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

3. Drovers Road Water and Sewer Upgrades – CCO#1

The water and sewer upgrades project for Drovers Road included tying into the water line running across the Mallow Drive future road reserve at the intersection of the future Mallow Drive and future Drovers Road. To mitigate any water disruption and to upgrade the aging piping, it was requested to install a new 300x200 tapping sleeve and valve for the tie-in to the water main in the amount of \$18,510.61 plus HST.

**Recommendation:**

The recommendation from staff is to accept CCO 1 in the amount of \$21,287.21 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 and Councillor Vaters***

4. Drovers Road Water and Sewer Upgrades - CO 0002

The engineering consultant (Englobe) on the Drovers Road Water and Sewer project has identified a zero dollar change order for the reallocation of funding from the Geo-Technical Investigation Budget to the Contract Administration Budget. The reallocation is necessary to accommodate additional engineering recommendations that have arisen beyond the original scope of the project.

**Recommendation:**

The recommendation from staff is to accept CO 0002 and issue a Change Order to Englobe in the amount of \$0.

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 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 summer construction projects, traffic data for Archibald Drive, the project status report and the St. Thomas Line Change Management Log.

**6. Administration and Corporate Services**

Council Lead - Councillor Vaters

a. Decision Notes

1. Members Resolution in Lieu of AGM for Advantage St. John's

Advantage St. John's is the regional economic development agency for the Town of Paradise, the City of St. John's and the Town of Conception Bay South.

The bylaws of Advantage St. John's Inc. state that the organization shall hold an annual general meeting of it's members not later than fifteen months after the holding of the last preceding annual meeting. In lieu of an annual general meeting, the members are opting to sign a resolution that includes the audited financial statements, the election and term of board members and the appointment of the auditors (Myers Norris Penney).

**Recommendation:**

The recommendation from staff is to endorse Advantage St. John's Members' Resolution in lieu of an Annual General Meeting.

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 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 Canada Community Building Fund approval, the draft Arrears Sale By-Law and information on the 2025 General Election.

**7. Recreation and Community Services**

Council Lead - Councillor Martin

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 the Summer Day Camp Program, the After School Program, Pickleball Workshops, Canada Games decommissioning, ice rentals, an application for funding under the Sport and Recreation Access Fund, public skating sessions and the September calendar of events.

**8. Planning and Protective Services**

Council Lead - Councillor Quilty

a. Decision Notes

1. Paradise Development Regulations Amendment No. 30, 2025

The proposed Paradise Development Regulations Amendment No. 30, 2025 would change the zoning at 1641-7 Topsail Road from Commercial General to Planned Mixed Development Commercial in support of a development plan.

The purpose of the zoning amendment is to align the zoning of two adjacent sites, enabling the integration of flexible development standards supporting comprehensive development and to facilitate planned public road access. Re-zoning the subject property would be in keeping with the "Community Centre" designation and would not require an amendment to the Municipal Plan.

The proposed amendment was previously presented to Council on August 5, 2025 with direction to advertise for community input. The deadline to receive public feedback is August 28, 2025. There was

one written submission received via email during the public engagement period looking for clarity.

Subject to this and any additional feedback received at the completion of the public notice period, staff recommends that Council resolve to adopt the proposed amendment at the September 2, 2025 Public Council Meeting and submit it for registration.

**Recommendation:**

The recommendation from staff is that Council adopt the proposed amendment and submit it for registration.

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 and Councillor Vaters***

b. Permits

1. 122-124 St. Thomas Line Civic - Approval in Principle

An application for Approval in Principle for a major infill subdivision at Civic 122-124 St. Thomas Line consisting of six (6) residential lots was discussed.

**Recommendation:**

The recommendation from staff is approval subject to nine (9) conditions.

Council were in agreement to move this forward to the Public Council meeting for decision with the condition added to install sidewalks.

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

2. 38 Lanark Drive – Home Based Business

An application for a home-based business at 38 Lanark Drive was discussed.

**Recommendation:**

The recommendation from staff is approval subject to 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 Carew, Councillor Maher, Councillor Martin and Councillor Vaters*

3. 1184-1186 Kenmount Road – Approval in Principle

An application for Approval in Principle for a laydown storage yard at 1184-1186 Kenmount Road was discussed.

**Recommendation:**

The recommendation from staff is to proceed with a Notice of Application for a 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 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 recruitment, development and building applications, permits issued between August 11-August 21, 2025 and Metrobus Route 30.

**9. Public Works**

Council Lead - Councillor Carew

a. Decision Notes

1. Unit 5 Freightliner Dump Truck Repairs (Annual MVI)

A 2019 Freightliner Tandem Dump Truck (Unit 5) was brought to Harvey & Company Ltd. for an annual inspection, and it was determined that an extensive amount of work was required.

Harvey & Company Ltd. maintained communication with the Town throughout all stages of the inspection process. As issues were identified, the cost associated with the issues were approved to staff limits however, there were two jobs required to finalize the repair that exceeded staff limits. Harvey & Company Ltd. were given the approval to proceed because there was potentially a fee of \$1200 per day associated with occupying a service bay and the

cost of the repairs would not exceed the cost of delaying the work to get approval.

All repairs are necessary, as this unit is a crucial part of the Towns snow clearing operations.

The price breakdown provided by Harvey & Company Ltd. totaled \$27,795.60 plus HST.

**Recommendation:**

The recommendation from staff is to approve the final invoice for Unit 5 at Harvey & Company Ltd. as per the quoted amount provided.

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 and Councillor Vaters***

**2. Unit 91 Case Excavator (Undercarriage)**

A 2013 Case Excavator (Unit 19) was brought to Brandt Tractor Ltd. for a full undercarriage repair. Approval to proceed with the repairs at a cost of \$23,041.57 plus HST was granted at the May 13, 2025 Public Council Meeting.

During the repairs, the dealer identified additional items that required replacement that were not in the original quote. All these repairs are necessary as this unit is a crucial part of our fleet.

The additional cost provided by Brandt totaled \$6,493.43 plus HST.

**Recommendation:**

The recommendation from staff is to proceed with payment of both invoices for repairs that were carried out on Unit 91 Case Excavator at Brandt Tractor Ltd. for the combined total of \$33,965.25 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 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 water and sewer services, transportation of equipment, dismantling from the Canada Games, refuse and bulk garbage collection and the bi-weekly equipment operations report.

**10. Adjournment**

The meeting adjourned at 7:30 pm.