



Town of Paradise
Public Committee of the Whole Meeting Minutes

September 9, 2025, 6:00 p.m.
RPYCC Boardroom

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

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

Staff Absent: Tina Auchinleck Ryan, Director of Recreation and Community Services

1. Calling of Meeting to Order

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

2. Safety Moment

Deputy Mayor Street brought forward a safety moment for Council and residents.

3. Adoption of Agenda

a. Adoption of Agenda

The agenda was approved as presented.

4. Conflict of Interest

There were no conflicts of interest declared at this meeting.

5. Administration and Corporate Services

Council Lead - Councillor Vaters

a. Office of Mayor

On September 2, 2025, the Liberal Party of Newfoundland and Labrador announced that Dan Bobbett has been named the candidate for the Topsail-Paradise district for the upcoming provincial election. Mayor Bobbett has resigned from his position as the Mayor of Paradise effective today.

As per section 29 of the Towns and Local Service Districts Act, where a vacancy occurs in the office of a mayor who was originally elected in a separate election, the Town council shall fill the vacancy by either:

- Having the Deputy Mayor assume the office of the Mayor.
- Electing, by secret ballot, from among the remaining councillors, a person to assume the office of Mayor for the remainder of the originally elected mayor's term.

If the Deputy Mayor assumes the office of Mayor, a secret ballot must be held to vote for a new Deputy Mayor.

Deputy Mayor Street advised Council that she was interested in assuming the role of Mayor for the remaining term if the rest of Council agrees.

The Director, Corporate Services in her capacity as Town Clerk, requested that Council vote.

Council voted unanimously in favour of Deputy Mayor Street assuming the role of Mayor until October 14 when the new term of Council is sworn in.

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

Mayor Street asked the remaining council for interest in assuming the role of deputy mayor.

Councillor Quilty put her name forward to assume the role of Deputy Mayor for the remaining term.

Council voted unanimously for Councillor Quilty to assume the role of Deputy Mayor until October 14 when the new term of Council is sworn in.

For: Mayor Street, Councillor Carew, Councillor Maher, Councillor Martin, and Councillor Vaters

Both decisions will be ratified at the next Public Council meeting.

b. Office Chair Replacement – Fire Damage

Following the Depot/Town Hall fire on February 9, 2025, the ergonomic office chairs located in the upstairs of the Town Hall were deemed as being a loss due to extensive smoke damage. As staff were relocated to the worksites at 1655 Topsail Road and 1270 Kenmount Road, office chairs were rented monthly from a local office furniture warehouse as an interim measure. A request for quotes was issued and closed on July 18, 2025. A total of seven (7) quotes were received from six (6) vendors.

Based on the evaluation, the T-Centric Ergocentric chair provided by Chandler was determined to be the best long-term option since the chairs are able to be customized to fit a wider range of employee specifications. Chandler also offers individualized fittings for their chairs which would provide a cost savings in that the Town would not have to engage the services of an Ergonomist to ensure the proper size, fit, and orientation of the chairs for employees.

Recommendation:

The recommendation from staff is to award the RFQ for ergonomic chairs to Chandler at a cost of \$18,627.24 HST included.

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

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

c. 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 nominations for the 2025 General Election, the latest quarterly report from Pollett Strategies Inc. and the July and August action reports from Advantage St. John's.

6. Infrastructure and Engineering

Council Lead - Deputy Mayor Street

a. Decision Notes

1. STL Lift Station Project – Contemplated Change Notice 057

The surge support was added to the contract for the Lift Station Project under Motion M25-048. Upon transport of the supports from the US into Canada, a tariff surcharge was imposed in the amount of \$3,999.37 plus HST. Contemplated Change Notice 057 was raised to add the tariff charges to the contract.

Recommendation:

The recommendation from staff is to accept Contemplated Change Notice 057 and issue a Change Order for \$4559.28 HST included.

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

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

2. STL Lift Station Project – CCN 058 Network Modifications

Town IT staff completed a site visit to the St. Thomas Line Station and requested some changes to the IT network system.

Contemplated Change Notice 058 was issued for the requested modifications in the cost of \$3,685.73 plus HST.

Recommendation:

The recommendation from staff is to accept CCN 058 and issue a Change Order in the amount of \$4,238.59 HST included.

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

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

3. STL Lift Station Project – Contemplated Change Notice 14 R4

Work captured under Contemplated Change Notice 14 R4 was completed by the contractor under the dispute resolution clause of the contractor (Motion M24-288). This permitted the work to be completed while parties negotiated a cost for the work, as a fair and reasonable cost could not be agreed upon at the time of the work.

Negotiations have concluded and all parties have agreed on a price of \$1700 plus HST to complete the work. The CCN included work at additional costs to the owner and included the deletion of work for credits to the Town.

Recommendation:

The recommendation from staff is to accept CCN 14 R4 and issue a Change Order in the amount of \$1955.00 HST included.

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

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

4. Town Hall Redevelopment Design and Engineering Costs Decision

The Paradise Town Hall and Depot received extensive smoke and fire damage from the fire in February. Repairs should begin soon after the insurance company gives the final scope of work and construction cost estimate to put the building back to pre-fire conditions. The Town will have a short window of time once this information is received to decide whether to proceed with construction and return to pre-fire conditions (Option A) or develop the space (Option B). Redevelopment can provide a modern esthetically pleasing layout that better suits the needs of residents, staff and council along with current accessibility, inclusivity and current building code standards and the Town of Paradise Strategic Plan.

There will need to be electrical and mechanical engineering design, drawings and a cost estimate done for Option B.

Recommendation:

The recommendation from staff is to proceed with having Belfor provide us with Electrical and Mechanical Engineering Design, drawings and a cost estimate to complete Option B for the cost of \$86,250 HST included so staff can further assess both options and bring forward a recommendation.

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

For: Mayor Street, Deputy Mayor Quilty, 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 staffing, awarding of contracts and project progress, the new speed camera for the Town of Paradise, the test run of

the St. Thomas Line Lift Station, the culvert on Carlingford Street, the construction of the new trail from Silverbirch to Paradise Elementary, work on sidewalks and curb/gutter on Aurora Place, the project status report, the St. Thomas Line Pump Station Change Management Log, the speed data reports, Neary Road Water and Sewer Project update, the financial update on the St. Thomas Line Pump Station and traffic calming priority scoring.

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 bid submission for the 2026 Para Cup, ice installation, fall programming, point and play signage, swimming collaborations, the September calendar, Welcoming Week 2025 and user group signage at the Paradise Double Ice Complex.

8. Planning and Protective Services

Council Lead - Councillor Quilty

a. Decision Notes

1. Municipal Plan Amendment 5 & Development Regulations Amendment 27, 2025

The Town has proposed an amendment to allow Subsidiary Apartments and dwellings above or below ground-floor commercial/office uses to the list of discretionary uses in the Commercial Main Street (CM) zone. Amendments to the Municipal Plan and Development Regulations must be completed per the legislative requirements of the Urban and Rural Planning Act, 2000.

Following Council direction on April 29, 2025 (M25-146), the Town initiated the required public engagement process where no written objections were received. The Resolution to adopt the amendments was completed at the public Council meeting on July 22, 2025 (M25-254).

Currently a Notice of Adoption and Public Hearing has been widely posted, and the notice period is ongoing. A commissioner has been engaged to oversee the public hearing scheduled for September 10, 2025. If no public objections are received, the hearing can be cancelled, and this will be brought forward for Council approval.

Recommendation:

The recommendation from staff is that, if there are no objections by the deadline, the public hearing will be cancelled, and Council will consider a resolution to approve the amendment at next week's Public Council meeting. If there are objections and the public hearing proceeds, the recommendation from staff is to postpone consideration to approve, pending receipt of the commissioner's report and recommendations.

Council were in agreement to move this forward to the Public Council meeting for decision pending no objections being received by the deadline.

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

b. Permits

1. 25 Phoenix Drive – Home Based Business

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

Recommendation:

The recommendation from staff is to advertise 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 Street, Deputy Mayor Quilty, Councillor Carew, Councillor Maher, Councillor Martin, and Councillor Vaters

2. 33 Summit Drive – Development Approval

An application for an extension to an accessory building at 33 Summit Drive was discussed.

Recommendation:

The recommendation from staff is to advertise with a Notice of Discretionary Use. Once that notice period is complete, the application and staff recommendation will be brought to Council for a decision.

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

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

3. 1328 Topsail Road – Development Approval

An application for the development of a temporary parking lot and storage area at 1328 Topsail Road was discussed.

Recommendation:

The recommendation from staff is to advertise with a Notice of Discretionary Use. Once that notice period is complete, the application and staff recommendation will be brought to Council for a decision.

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

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

4. Carberry Place – Development Approval

An application to subdivide and construct two single family dwellings in the Residential Medium Density Zone at Carberry Place was discussed.

Recommendation:

The recommendation from staff is to approve subject to fifteen (15) conditions.

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

For: Mayor Street, Deputy Mayor Quilty, 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, building permits issued between August 22-September 4, 2025, the speed camera placement and resident concerns about water usage, fire bans, parking and animal enforcement, noise and nuisance and off-road vehicles.

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 information on staff training at the St. Thomas Pump Station, daily water sampling and pressure reducing valve maintenance, work at Paradise Park, asphalt and concrete repairs, community clean up, street sweeping and preparations for the winter season, refuse and bulk waste collection, the bi-weekly equipment operations report and the Lift Station 10 State of Emergency.

10. Adjournment

The meeting adjourned at 7:56 p.m.