

Access to Information Requests - 2024 Summary Report



General Information

2024 Total Requests	22
No Records Responsive	1
Refusals	0
Extensions Requested (Approved)	2 (2)
Due Dates Missed	0
Complaints	0

Summary of Requests

Town # ATIPP #	Received Closed <i>Business days</i>	Summary of Records Requested	Access Applicable Exceptions
2024 – 01 PB/55/2024	Jan 8 Jan 25 (13 days)	Record related to an expense for Town's Holiday Parade.	Full Disclosure
2024-02 PB/134/2024	Jan 18 Feb 2 (11 days)	Complaints regarding business and business owner within the Town.	Partial Disclosure S. 40 (1), Personal Privacy
2024 – 03 PB/254/2024	Feb 7 Feb 21 (10 days)	Information on permits provided since 2022 related to a specific business in Town and liquor licenses.	Full Disclosure
2024 – 04 PB/319/2024	Feb 19 March 7 (14 days)	Complaints regarding business and business owner from 2021 – current, including email complaints and/or inquiries.	Partial Disclosure S. 40 (1), Personal Privacy
2024-05 PB/380/2024	Feb 26 March 25 (20 days)	Expense claims / supporting documents for all council from Jan 1 to Dec 31, 2023, as well as copies of policies, procedures, and regulations pertaining to expense claims.	Full Disclosure
2024- 06 PB/381/2024	Feb 26 March 4 (6 days)	Tender submissions for all bidders for project Tender TOP 23-12, 2023 Street Rehab, closed on May 26, 2023.	Partial Disclosure S. 40 (1), Personal Privacy
2024 - 07 PB/452/2024	Feb 23 April 19 <i>With OIPC Extension (39 days)</i>	All emails to the Town and Council from residents regarding snow clearing, including street clearing, widening, sidewalk clearing, fire hydrant clearing. Date range: Dec 1, 2023, to Feb 23, 2024.	Partial Disclosure S. 29 (1), Policy Advice S. 40 (1), Personal Privacy

2024 – 08 PB/452/2024	March 22 April 19 (20 days)	Information related to the Development Regulations Amendment No. 18, specifically any documents relating to the public consultation process, including emails, minutes, submissions etc.	Partial Disclosure S. 28 (1), Local Confidences S. 40 (1) Personal Privacy
2024 – 09 PB/598/2024	April 1 April 29 (20 days)	Notice of Results for TOP-24-03 - Consulting Services - Kenmount Road Phase 1, including upgrades and technical and financial submissions received for the above noted RFP; reviewers score sheets and notes.	Partial Disclosure S. 39 (1), Harmful to Business Interests S. 40 (1), Personal Privacy
2024 - 10 PB/635/2024	April 2 April 7 (4 days)	Correspondence between the Town and a developer and its subsidiaries regarding development adjacent to land owned by a third party, specifically regarding expropriation of land.	Full Disclosure
2024-11 PB/636/2024	May 6 May 7 (1 day)	Information concerning internal alert at Town building. Email correspondence between Town and a third party related to an individual.	No Records Responsive
2024-12 PB/1209/2024	July 23 Aug 21 (20 days)	Surveys for the following addresses: 29, 31, 33, 35, 37, 39, 41, 43, 45, 47 Paddy Kay Drive and 19, 21, 23, 25, 27, 29, 31 Hartland Avenue	Full Disclosure
2024-13 PB/1210/2024	July 23 Aug 6 (11 days)	Cost breakdown (labor, materials, etc.) pertaining to the traffic calming measures installed on Clearview Heights.	Full Disclosure
2024—14 PB/1211/2024	July 26 Aug 26 (20 days)	Campaign contributions for those elected and acclaimed to the Town Council in 2017, 2021 and 2024 (by-election) for the position of Mayor and Councillor.	Partial Disclosure S. 40 (1), Personal Privacy
2024-15 PB/1264/2024	Aug 8 Sept 6 (20 days)	Info related to Parcel ID 274-924: lift station permits, bids for the construction of lift station at 19 Southview, documents submitted by the Town to Assessment, correspondence with St. John's regarding the construction of the lift station within the Broad Cove Watershed, permits / approvals for construction of the lift station, expropriation information, public notices issued by the Town about construction etc.	Partial Disclosure S. 40 (1), Personal Privacy

2024-16 PB/1341/2024	Oct 16 Aug 19 - <i>With OIPC Extension (40 days)</i>	<p>Request for the following:</p> <ul style="list-style-type: none"> Revenue for the Recreation Department including budget, actuals by code for 2023/24. Five step chart of salary ranges for non-union employees and current step and three step salary ranges for union employees. List of all the businesses in Paradise and millrate in 2023/24. Please provide a list of law firms hired by the Town and the amount paid out to each for 2023/24. Amount of overtime by department for 2023/24. Cost of sewage pumped by company for 2023/24. Cost associated with the 29 change orders for Lift Station #10, what each one was for. Total for the lift station #10 for 2023/24. Pumping cost for lift station #10 and the Colonial Inn lift station separately for 2023/24 by company. Where the revenue for grants and transfer came from – budget amount \$1,188M / actuals of \$7,110,317M explain the increase. Referencing the 800 thousand for volleyball court for the 2025 summer games. Will the taxpayers of Paradise be on the hook for this expense? Where is the Town recovering the money from? BDO audit cost. Who is doing the 2024 financial statement audit / cost. Copy of the management letter from BDO for 2023 statements. Cost of traffic calming in Paradise for 2023 and to date in 2024. Cost of landscaping for 2023 and to date in 2024. Number of lawn mowers. Total capital cost for both. 	Full Disclosure
2024-17 PB/1353/2024	Aug 22 Sept 19 <i>(20 days)</i>	Communication regarding concerns, solutions and discussions about low water pressure in the Elizabeth Park area at higher contour. Committee meeting minutes pertaining to discussions on the low water pressure and solutions such as a water tower or booster pump installation.	Partial Disclosure S. 29 (1), Policy Advice S. 40 (1), Personal Privacy
2024-18 PB/1358/2024	Aug 23 Aug 27 <i>(3 days)</i>	All records pertaining to the Mercury Street neighborhood development, including drawings, approvals and zoning information.	Full Disclosure
2024-19 PB/1490/2024	Sept 19 Oct 4 <i>(12 days)</i>	All records, legal documents, motions of council, emails and minutes between the Town/provincial government about awarding of Grand Concourse contract.	Full Disclosure
2024-20 PB/1634/2024	Oct 23 Nov 21 <i>(20 days)</i>	2016 Development Regulations Amendment No.24, 2024 - 81-85 Kardwood Drive: correspondence related to above development and between the developer and Town, including traffic studies. Related Planning Committee analysis and recommendations.	Partial Disclosure S. 29 (1), Policy Advice S. 40 (1), Personal Privacy
2024-21 PB/1663/2024	Oct 29 Nov 27 <i>(20 days)</i>	Video surveillance footage from - Paradise Double Ice Complex near Splashpad	Full Disclosure
2024-22 PB/1730/2024	Nov 13 Dec 11 <i>(20 days)</i>	Information pertaining to when pavement and sidewalks were installed on Paradise Road in 2019-2020, and which construction companies did the work.	Full Disclosure

Additional ATIPP Information

- The average time to process and close an ATIPP request in 2024 was 16.5 business days. Excluding outlier requests (i.e., extensions) the average was 14 business days.
- 11 of 22 responses in 2024 were categorized as ‘Full Disclosure.’ The most frequently applied exception to access, applied in 10 responses, was Section 40 - a mandatory exception to protect personal privacy. Discretionary exceptions included: S29, Policy Advice (3); S28, Local Confidences (1); S39 Harmful to Businesses (1).
- Since the implementation of the ATIPP Act in 2016, the Town has processed 181 ATIPP requests, averaging 21 requests annually. The table below provides information on requests per year.

ATIPP REQUESTS / YEAR	
YEAR	ATIPPs Completed
2016	15
2017	26
2018	21
2019	18
2020	9
2021	27
2022	19
2023	24
2024	22

