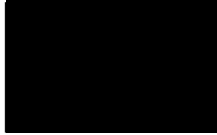




September 2, 2022



Dear 

Re: Your request for access to information under Part II of the **Access to Information and Protection of Privacy Act, 2015** [Our File # 2022-11]

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On August 9, 2022, the Town of Paradise received your request for access to the following records:

*Change Order for Milton Road Lighting System*

*I would like to have all information on the change order of Milton road lights where Councillor Vaters voted against the motion*

I am pleased to inform you that a decision has been made by the ATIPP Coordinator for the Town of Paradise to provide access to the requested information. In accordance with your request for a copy of the records, the appropriate copies have been enclosed.

Please be advised that you may ask the Information and Privacy Commissioner to review the processing of your access request, as set out in section 42 of the Act. A request to the Commissioner must be made in writing within 15 business days of the date of this letter or within a longer period that may be allowed by the Commissioner.

The address and contact information of the Information and Privacy Commissioner is as follows:

Office of the Information and Privacy Commissioner  
2 Canada Drive  
P. O. Box 13004, Stn. A  
St. John's, NL. A1B 3V8

Telephone: (709) 729-6309  
Toll-Free: 1-877-729-6309  
Email: [commissioner@oipc.nl.ca](mailto:commissioner@oipc.nl.ca)

You may also appeal directly to the Supreme Court within 15 business days after you receive the decision of the public body, pursuant to section 52 of the Act (a copy of this section has been enclosed for your reference).

If you have any further questions, please contact me by telephone or by email.

Sincerely,

  
Terrilynn Smith, CPA, CA  
ATIPP Coordinator

**Division of Municipal Infrastructure  
Form 5 – Contract Change Order Notice**

Page 1 of 3

March 2022

**PROJECT NAME:** Milton Road Softball Lights & Paradise Park Solar Lights      **DATE:** August 9, 2022

**MI PROJECT NO:** -      **CHANGE ORDER NUMBER:** C0#1

**CONTRACTOR:** Eastern Contracting

**.1**      NOTICE

A change to the Contract is contemplated as indicated herein.

**.2**      PROCEDURE

The Contractor shall stipulate the effect of the contemplated change of the contract amount in Item 4 below. Where the change increases the amount of the contract, a complete cost breakdown will be returned with each copy of the document. The Contractor shall return three signed copies of this document to the Engineer for approval. Should it be decided to proceed with the work, an approved copy will be returned to the Contractor. Work shall not proceed until the written authorization is received.

**.3**      DESCRIPTION OF CHANGE

Rock Busting to allow installation of pole bases at Milton Road ball field.

**.4**      EFFECT OF CHANGE ON CONTRACT

This change order      WILL      or      WILL NOT (circle one) affect the approved completion date.

If the completion date will be affected, the requested increase in time to the approved completion date is:

WORKING DAYS: N/A      REVISED COMPLETION DATE: N/A

The change described in Item 3 above will affect the current contract amount as follows:

No Change

Addition to Contract including HST payable by the Owner \$ \$14828.10

Deduction from Contract including HST payable by the Owner \$ \_\_\_\_\_

Contractor:  (Signature)

**Division of Municipal Infrastructure  
Form 5 – Contract Change Order Notice**

Page 2 of 3

March 2022

Authorized Contract Amount (A)	\$	\$57,810.01
<b>Change Order Limit (greater of 10% or \$15,000)</b>	\$	-
Previous Change Orders (B)	\$	-
<b>This Change Order (C)</b>	\$	14,828.10
New Approved Contract Amount (A+B+C)	\$	72,638.11

Enter Motion # approving CO (required) M22-145  
OR, Delegation of Authority (attached) N/A

**.5 AUTHORIZATION TO PROCEED**

The Contractor is authorized to proceed with the changes for the amounts stated in Item 4 above.

DATE: N/A Consultant: N/A  
DATE: \_\_\_\_\_ Municipality /Owner: Melissa Sale

DATE: N/A Regional Engineer: N/A  
(Regional Engineer's signature is assumed to be approval based on the available project funds only – no new funds are contemplated)

**.6 CANCELLATION OF CONTEMPLATED CHANGE**

It has been decided not to proceed with this change which is hereby cancelled.

DATE: N/A Consultant: N/A

**.7 NOTIFICATION TO BONDING AND INSURANCE COMPANIES**

The Bonding Company and Insurance Company shall each be immediately notified by the Contractor of this change to the contract by being issued copies of the Change Order.

**.8 ENCLOSED DOCUMENTS**

Please attach all back up as supplied by the Contractor for the value of this change order. List below the attachments provided:

A copy of this document signed by the Owner and Consultant, a copy of the email  
between the contractor and the town agreeing to the change order price.

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**Division of Municipal Infrastructure  
Form 5 – Contract Change Order Notice**

**Page 3 of 3**

**March 2022**

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Note: Upon Regional Engineer approval, the document will be forwarded to Project Representative for processing in MSIS at which time a copy of the documents containing the Regional Engineer's signature will be returned to the Consultant for distribution to all applicable parties.

**Division of Municipal Infrastructure  
Form 5 – Contract Change Order Notice**

Page 1 of 3

March 2022

**PROJECT NAME:** Milton Road Softball Lights & Paradise Park Solar Lights      **DATE:** August 9, 2022

**MI PROJECT NO:** \_\_\_\_\_      **CHANGE ORDER NUMBER:** C0#2

**CONTRACTOR:** Eastern Contracting

**.1**      NOTICE

A change to the Contract is contemplated as indicated herein.

**.2**      PROCEDURE

The Contractor shall stipulate the effect of the contemplated change of the contract amount in Item 4 below. Where the change increases the amount of the contract, a complete cost breakdown will be returned with each copy of the document. The Contractor shall return three signed copies of this document to the Engineer for approval. Should it be decided to proceed with the work, an approved copy will be returned to the Contractor. Work shall not proceed until the written authorization is received.

**.3**      DESCRIPTION OF CHANGE

Conduit/ wire installation for Musco lighting at Milton Road ball field.

**.4**      EFFECT OF CHANGE ON CONTRACT

This change order      WILL      or      WILL NOT (circle one) affect the approved completion date.

If the completion date will be affected, the requested increase in time to the approved completion date is:

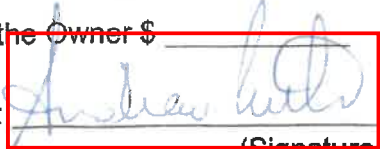
WORKING DAYS: N/A      REVISED COMPLETION DATE: N/A

The change described in Item 3 above will affect the current contract amount as follows:

No Change

Addition to Contract including HST payable by the Owner \$ 44,022.95 ✓

Deduction from Contract including HST payable by the Owner \$ \_\_\_\_\_

Contractor:   
(Signature)

**Division of Municipal Infrastructure  
Form 5 – Contract Change Order Notice**

Page 2 of 3

March 2022

Authorized Contract Amount (A)	\$	57,810.01
<b>Change Order Limit (greater of 10% or \$15,000)</b>	\$	-
Previous Change Orders (B)	\$	14828.10
<b>This Change Order (C)</b>	\$	44022.95
New Approved Contract Amount (A+B+C)	\$	116,661.06

Enter Motion # approving CO (required) M22-226  
OR, Delegation of Authority (attached) N/A

**.5 AUTHORIZATION TO PROCEED**

The Contractor is authorized to proceed with the changes for the amounts stated in Item 4 above.

DATE: N/A Consultant: N/A  
DATE: \_\_\_\_\_ Municipality /Owner: Melissa Sale

DATE: N/A Regional Engineer: N/A  
(Regional Engineer's signature is assumed to be approval based on the available project funds only – no new funds are contemplated)

**.6 CANCELLATION OF CONTEMPLATED CHANGE**

It has been decided not to proceed with this change which is hereby cancelled.

DATE: N/A Consultant: N/A

**.7 NOTIFICATION TO BONDING AND INSURANCE COMPANIES**

The Bonding Company and Insurance Company shall each be immediately notified by the Contractor of this change to the contract by being issued copies of the Change Order.

**.8 ENCLOSED DOCUMENTS**

Please attach all back up as supplied by the Contractor for the value of this change order. List below the attachments provided:

A copy of this document signed by the Owner and Consultant, a copy of the email  
between the contractor and the town agreeing to the change order price.

---

**Division of Municipal Infrastructure  
Form 5 – Contract Change Order Notice**

**Page 3 of 3**

**March 2022**

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Note: Upon Regional Engineer approval, the document will be forwarded to Project Representative for processing in MSIS at which time a copy of the documents containing the Regional Engineer's signature will be returned to the Consultant for distribution to all applicable parties.



**Town of Paradise**  
**Public Council Meeting Minutes**

**May 17, 2022, 6:00 p.m.**  
**Council Chambers**

Council Present: Dan Bobbett, Mayor, Chair Person  
Kimberley Street, Deputy Mayor  
Elizabeth Laurie, Councillor  
Patrick Martin, Councillor  
Deborah Quilty, Councillor  
Larry Vaters, Councillor

Council Absent: Glen Carew, Councillor

Staff Present: Lisa Niblock, CAO  
Alton Glenn, Director, Planning & Protective Services  
Chris Milley, Director, Infrastructure & Engineering  
Terrilynn Smith, Director, Corporate Services  
Nelson Whalen, Director of Public Works  
Angelina Richards, Administrative Assistant

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**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

**Resolution No. M22-126**

**Moved by Councillor Laurie**

**Seconded by Councillor Vaters**



To adopt the Agenda for the May 17, 2022 Public Meeting.

Motion Carried Unanimously

**4. Proclamation**

a. Early Childhood Educators Week

Mayor Bobbett proclaimed May 29-June 4, 2022 as Early Childhood Educators Week in the Town of Paradise.

b. National Public Works Week

Mayor Bobbett proclaimed May 15-21, 2022 as National Public Works Week in the Town of Paradise.

c. Recreation Month

Mayor Bobbett proclaimed June 2022 as Recreation Month in the Town of Paradise.

**5. Adoption of Minutes**

a. Adoption of Minutes

**Resolution No. M22-127**

**Moved by** Deputy Mayor Street

**Seconded by** Councillor Martin

To adopt the Minutes of the May 3, 2022 Public Meeting.

Motion Carried Unanimously

**6. Business Arising from the Minutes**

There was no business arising from the minutes.

**7. Planning and Protective Services Committee**

Deputy Mayor Street, Chair; Councillor Carew & Councillor Quilty

a. Permits

1. 137 Summit Drive – Development Approval

**Resolution No. M22-128**

**Moved by** Deputy Mayor Street  
**Seconded by** Councillor Quilty

**Be it resolved that Council approve the application for the construction of the accessory building at 137 Summit Drive subject to no objections in response to the Notice of Discretionary Use and twelve (12) conditions.**

**Motion Carried Unanimously**

2. Hideaway Creek Phase 2 - Development Approval

**Resolution No. M22-129**

**Moved by** Deputy Mayor Street  
**Seconded by** Councillor Laurie

**Be it resolved that subdivision application S2022-022, for a five lot residential development off Beatrix Place, be approved subject to twenty (20) conditions.**

**Motion Carried Unanimously**

3. Market Ridge Infill Lots - Development Approval

**Resolution No. M22-130**

**Moved by** Deputy Mayor Street  
**Seconded by** Councillor Vaters

**Be it resolved that Council approve the application for the eleven (11) lot infill development in the Market Ridge Subdivision for the lots located between 55 to 73 Silver Birch Crescent and 32 to 34 Saffron Street subject to twenty-three (23) conditions.**

**Motion Carried Unanimously**

4. Picco Ridge Phase 1B - Development Approval

**Resolution No. M22-131**

**Moved by** Deputy Mayor Street  
**Seconded by** Councillor Martin

**Be it resolved that the Picco Ridge Phase 1B subdivision development be approved subject to 20 conditions.**

**Motion Carried Unanimously**

b. Orders

1. 1956 Topsail Road

**Resolution No. M22-132**

**Moved by** Deputy Mayor Street

**Seconded by** Councillor Laurie

**Be it resolved that the Order issued on May 13, 2022 regarding carrying out of renovations and the occupancy of the building at 1956 Topsail Road without the required Building permit and Occupancy Permit which is in contravention of the Town's Development Regulations, 2016 be confirmed.**

**Motion Carried Unanimously**

2. 31 Sunvalley Drive

**Resolution No. M22-133**

**Moved by** Deputy Mayor Street

**Seconded by** Councillor Vaters

**Be it resolved that the Order requiring the removal of garbage and miscellaneous debris and the undertaking of maintenance at the property located at 31 Sunvalley Drive be confirmed.**

**Motion Carried Unanimously**

c. Memos

1. Municipal Plan Amendment 2, 2020 and Development Regulations 8, 2020 – Commissioner's Report

**Resolution No. M22-134**

**Moved by** Deputy Mayor Street

**Seconded by** Councillor Laurie

**Be it resolved that the Paradise Town Council approve Municipal Plan Amendment 2, 2020 and Development Regulations Amendment 8, 2020, as submitted.**

**Motion Carried Unanimously**

2. Moonlight Drive Amendment Request

**Resolution No. M22-135**

**Moved by** Deputy Mayor Street

**Seconded by** Councillor Laurie

**Be it resolved that the Conservation zone near Moonlight Drive be amended, subject to an environmental study.**

**Motion Carried Unanimously**

3. Karwood Market Amendment Proposal – April 2022

**Resolution No. M22-136**

**Moved by** Deputy Mayor Street

**Seconded by** Councillor Vaters

**Be it resolved that Council allow Karwood to proceed with the preparation of the amendment to the 2016 Paradise Municipal Plan and Development Regulations in accordance with the *Urban and Rural Planning Act, 2000*, and prepare the Planner's Report for the proposed major subdivision in accordance with section 6.6 of the Paradise Development Regulations.**

**Motion Carried Unanimously**

- d. Committee Report

Deputy Mayor Street brought forward a committee report from the Planning and Protective Services Committee.

**A meeting of the Planning and Protective Services Committee was held on May 3, 2022. Matters discussed at the meeting included the following:**

- Proposed and on-going amendments to the Municipal Plan and Development Regulations.

- Illegal ATV use within the Town.
- Proposed multi-unit dwellings on Gillian Place and Ellesmere Avenue.
- A request from a resident to purchase Town property.
- Two requests made to Committee to appear at the next Committee meeting as delegations.
- An accessory building permit for a property on Summit Drive.
- A listing of all building permits issued by the Town between April 18 and May 12, 2022.
- An application for a 13-lot infill subdivision development within the Market ridge subdivision.
- A letter from the Town of Conception Bay South regarding the alignment of the CBS-Paradise boundary.
- An application for a single-family dwelling on Whelan's Crescent.
- An infraction of the Occupancy and Maintenance Regulations concerning a property on Sunvalley Drive.

The next meeting of the Committee is scheduled for May 19<sup>th</sup>.

**Resolution No. M22-137**

**Moved by** Deputy Mayor Street

**Seconded by** Councillor Quilty

**Be it resolved that Council adopt the report from the Planning and Protective Services Committee.**

**Motion Carried Unanimously**

**8. Administration and Corporate Services Committee**

Councillor Laurie, Chair; Councillor Martin & Councillor Vaters

a. Memos

1. Annual Donation Requests

**Resolution No. M22-138**

**Moved by** Councillor Laurie

**Seconded by** Councillor Vaters

**Be it resolved that the Town of Paradise approve the list of annual donation recipients in the amount of \$13,250.00.**

**Motion Carried Unanimously**

Councillor Laurie asked Council if she was in a potential conflict of interest regarding the annual donation application from the Girl Guides because of her involvement on the executive for the Paradise Girl Guides.

**Resolution No. M22-139**

**Moved by Councillor Vaters**

**Seconded by Councillor Martin**

**Be it resolved that Councillor Laurie is in a potential conflict of interest for the annual donation request from the Paradise Girl Guides.**

**Motion Carried**

*Note: Councillor Laurie left Council Chambers for this discussion.*

**Resolution No. M22-140**

**Moved by Councillor Vaters**

**Seconded by Councillor Quilty**

**Be it resolved that the Town of Paradise approve the annual donation request from the Paradise District Girl Guides in the amount of \$1,500.00.**

**Motion Carried**

*Note: Councillor Laurie returned to Council Chambers.*

b. Committee Report

Councillor Laurie brought forward a committee report from the Administration and Corporate Services Committee.

The Administration and Corporate Services Committee held its bi-weekly meeting on Wednesday, May 11<sup>th</sup>. Items discussed at the meeting included:

- Submission of the cheque register for information purposes. As always, the cheque register can be found on the Town's website.
- Review and recommendation for approval of the 2022 Annual Donations.
- An update on the Town's ongoing insurance claims for information purposes.
- An update on the 2021 audit timelines. Committee was made aware that the audit will be delayed. The expected date for Council approval has moved to July.
- Committee was informed of a complaint to the Privacy Commissioner regarding a small security breach. The Town also notified the office of the breach and has responded accordingly.
- Committee was provided with staff progress of Committee of the Whole research. The committee members were advised that further discussion with the department of Municipal Affairs is required. Once this is done a Decision Note will be brought to the Administration and Corporate Services Department for further direction.

As well, I would like to thank all the Council and our staff for a successful Municipal Awareness Week. Council had the opportunity to visit all 15 grade six classes at Holy Family, Paradise Intermediate, and Elizabeth Park Elementary and had the opportunity to speak to the students on the importance of Municipal Government. Our Recreation and Community Services staff played a trivia game with the students with a fun giveaway and our Public Works and Municipal Enforcement staff showcased some of our fleet. A special thank you to St. John's Regional Fire Department, Paradise No. 8 Station, for also bringing a fire truck for the children to see. Finally, each of the grade 6 classes had pizza parties to help us celebrate Municipal Awareness.

**Resolution No. M22-141**

**Moved by** Councillor Laurie  
**Seconded by** Deputy Mayor Street

**Be it resolved that Council adopt the report from the Administration and Corporate Services Committee.**

**Motion Carried Unanimously**

**9. Infrastructure and Engineering Committee**

Councillor Quilty, Chair; Councillor Martin & Councillor Vaters

a. Memos

1. Recommendation of Award for Woodstock Lift Station

**Resolution No. M22-142**

**Moved by** Councillor Quilty

**Seconded by** Deputy Mayor Street

**Be it resolved that the Town of Paradise award Engineering Services for Refurbishment of the Woodstock Lift Station to Progressive Engineering and Consulting Ltd, in the amount of \$43,235.40.**

**Motion Carried Unanimously**

2. Purchase of New Survey Equipment

**Resolution No. M22-143**

**Moved by** Councillor Quilty

**Seconded by** Councillor Laurie

**Be is resolved that the Town of Paradise purchase new survey equipment from Brandt in the amount of \$56,246.00.**

**Motion Carried Unanimously**

3. Award of Landscape Maintenance Contract - Ratification of Email Poll

**Resolution No. M22-144**

**Moved by** Councillor Quilty

**Seconded by** Councillor Vaters



**Be it resolved that the Town of Paradise move to ratify the May 9<sup>th</sup>, 2022 electronic vote decision to award the two year Landscape Maintenance Contract with options to extend for an additional two years to O'Neill Landscape for the amount of \$21,698.50 HST Included.**

**Motion Carried Unanimously**

4. Milton Road Softball Lights - Change Order 1

**Resolution No. M22-145**

**Moved by** Councillor Quilty

**Seconded by** Councillor Martin

**Be it resolved that the Town of Paradise approve CCN 1 – Rock Removal for the Milton Road Softball Lights in the amount of \$13,955.50 including HST to Eastern Contracting Ltd.**

**Motion Carried Unanimously**

5. Dianne Whalen Turf - Change Order 4

**Resolution No. M22-146**

**Moved by** Councillor Quilty

**Seconded by** Councillor Laurie

**Be it resolved that the Town of Paradise award a Change Order, with an estimated value of \$8,000 to Team Rochon Inc. (GTRTurf) for removal of rock encountered at the Project site.**

**Motion Carried Unanimously**

b. Committee Report

Councillor Quilty brought forward a committee report from the Infrastructure and Engineering Committee.

The Infrastructure & Engineering Committee Meeting took place on May 10, 2022.

The following items were discussed:

- Turning lane options and probability for Topsail Road near Lawton's and Irving.
- A new streetlight for a future road reserve that is being used as unofficial parking area for trail head access.
- Speeding complaints in Karwood Drive and the ongoing data collection.
- Progress of the Provincial review of the Town's proposal for a modified highway access from Kenmount Road.
- Purchase of new, budgeted survey equipment.
- Award of the engineering services contract for the Woodstock Lift station refurbishment.
- Review of the info graphic from the Spring 2022 Econext Engagement.
- Status of the Seascape Drive traffic calming measures.
- Expected completion date of the Topsail Road roundabout landscaping and feature.
- Review of the Capital Project Status Report.

Active Capital Works Project Status:

- Moonlight Drive Water and Sewer is progressing well and should be finished in early summer. Asphalt will be available and starting to be placed near the end of May.
- Archibald Drive storm sewer and road upgrade, Evergreen Village phase 1 water and sewer upgrade, and Lift Station #10 replacement projects are all going to tender for construction within the next several weeks.
- Dianne Whalen Soccer Complex Artificial Turf Field install project is well under construction with Turf arriving by the end of May.
- Communications for residents in the Archibald Drive and Evergreen Village project areas is being prepared and planned to take place prior to construction start.

**Resolution No. M22-147**

**Moved by** Councillor Quilty

**Seconded by** Deputy Mayor Street

**Be it resolved that Council adopt the report from the Infrastructure and Engineering Committee.**

**Motion Carried Unanimously**

**10. Public Works Committee**

Councillor Martin, Chair; Councillor Laurie & Deputy Mayor Street

a. Memos

1. Hiring of Snow-Clearing Equipment Policy

**Resolution No. M22-148**

**Moved by Councillor Martin**

**Seconded by Councillor Vaters**

**Be it resolved that the Town of Paradise rescind the current Hiring of Snow-Clearing Equipment Policy PWE-006 dated March 3, 2014 and continue as a standard operating procedure.**

**Motion Carried Unanimously**

2. TOP-22-07-Lease of Four (4) Front End Loaders

**Resolution No. M22-149**

**Moved by Councillor Martin**

**Seconded by Councillor Quilty**

**Be it resolved that the Town of Paradise does not proceed with awarding the tender to any of the bidders for the Lease of Four Front End Loaders due to budget constraints.**

**Motion Carried Unanimously**

b. Committee Report

Councillor Martin brought forward a committee report from the Public Works Committee.

The Public Works Committee met on May 4, 2022.

The committee discussed the most recent tender for the lease of four (4) front end loaders which was completed to improve snow-clearing operations. Both the terms of the agreement and the price provided by two different companies exceeded what was budgeted for 2022.

The committee also discussed the following:

- Caution signage near 1397 Topsail Road.
- Teddy Bear Convoy on June 5, 2022, in support of the Janeway Children's Hospital Foundation.
- Hiring of snow-clearing equipment policy.
- Conditions of both floating docks at Adam's Pond and Octagon Pond.

The next scheduled Public Works Committee will be May 18, 2022.

**Resolution No. M22-150**

**Moved by** Councillor Martin

**Seconded by** Councillor Laurie

**Be it resolved that Council adopt the report from the Public Works Committee.**

**Motion Carried Unanimously**

**11. Recreation and Community Services Committee**

Councillor Laurie, Chair; Councillor Carew & Councillor Vaters

a. Memos

1. Ice Time Donation Sledge Hockey - Ratification of Email Poll

**Resolution No. M22-151**

**Moved by** Councillor Laurie

**Seconded by** Deputy Mayor Street

**Be it resolved that council ratify the email poll conducted on May 10, 2022 to approve the ice time donation.**

**Motion Carried Unanimously**

2. Letter of Support for 2024 Tim Hortons Brier

**Resolution No. M22-152**

**Moved by** Councillor Laurie

**Seconded by** Councillor Vaters

**Be it resolved that the Town of Paradise provide a letter of support to Destination St. Johns to host the 2024 Tim Hortons Brier.**

**Motion Carried Unanimously**

b. Committee Report

Councillor Laurie brought forward a committee report from the Recreation and Community Services Committee.

The Recreation and Community Services Committee meeting was held on May 9, 2022.

The following items were on the agenda for discussion:

- Overview and discussion on Elizabeth Park Refresh were presented. Further review with consultant on Elgin Park will come forward to a future meeting.
- A summary of the Public Engagement on Adams Pond Amenities was presented.
- Staff advised committee of funding that was received for Canada Summer Jobs in the amount of \$25,872.00.
- Proposed location of the Community Garden was distributed to 60 – 65 residents in Lanark Drive area. The four resident responses were reviewed and discussed with a decision from committee to proceed as a pilot project in this area for 2022.
- Recreation and Community Services received ParticipACTION Funding in the amount of \$ 1,125.00
- Minutes from the Peter Barry Duff Development Commissions were circulated.
- Paradise Double Ice Complex Summer hours were reviewed.
- Sledge Hockey donation request was reviewed.
- Resident request to revisit Summer Day Camp hours was discussed.

- Synchronized Skating rental fees were discussed.
- Food Vendor Application request for Paradise Park was reviewed. Staff to work on policy for future requests.
- Concert in Paradise Park was discussed, and further talks will take place on the request.
- An update on Artificial Turf was provided.
- 2025 Canada Games Infrastructure Sub-Committee was held after the Recreation and Community Services Committee Meeting; Councillor Carew and Councillor Vaters agreed to co-chair future meetings.

**Resolution No. M22-153**

**Moved by Councillor Laurie**

**Seconded by Councillor Vaters**

**Be it resolved that Council adopt the report from the Recreation and Community Services Committee.**

**Motion Carried Unanimously**

**12. New/Unfinished Business**

- Deputy Mayor Street informed Council and residents that she attended the 9th Annual Soar Event with Councillor Vaters and thanked everyone who participated in this event.
- Deputy Mayor Street noted that she participated in Municipal Awareness Week visits with the Grade 6 students at Holy Family.
- Deputy Mayor Street informed Council and residents that she brought greetings at the Mount Pearl Paradise Chamber Best in Business Awards last week on behalf of Mayor Bobbett and congratulated all the nominees and winners.
- Deputy Mayor Street informed Council and residents that the province has posted the Newfoundland and Labrador Seniors of Distinction Award. This is an opportunity to recognize seniors from all walks of life. The information and nomination form are on the provincial website
- Councillor Laurie noted that she attended the Mount Pearl Paradise Chamber of Commerce Best in Business Awards and congratulated all business that

were nominated and those that won, especially the businesses in the Town of Paradise.

- Councillor Laurie informed Council and residents that the Town will be opening its first community garden, and that it will be located on Lanark Drive. This is a pilot project that will be evaluated at the end of the season.
- Councillor Laurie informed Council and residents that the summer day camp will now have a drop off time of 8:00 a.m. as the original time of 8:30 am was too late for a lot of families.
- Councillor Vaters noted that he also attended the Mount Pearl Paradise Chamber of Commerce Best in Business Awards and congratulated all the businesses involved.
- Councillor Vaters also had the opportunity to visit all the schools during Municipal Awareness Week.
- Councillor Vaters informed Council that he attended the NL Eats Conference on Saturday on behalf of Town, and it was a real eye opener on the degree of food shortages in this province.
- Councillor Vaters asked if the possibility of a Youth Advisory Committee could be discussed. Mayor Bobbett responded that this can be added to the Administration and Corporate Services Committee for further discussion.
- Councillor Martin thanked staff for extending the hours for day camp as there were a lot of families that were being affected by the late drop off time.
- Councillor Martin noted that he attended some of the sessions for Municipal Awareness Week and enjoyed interacting with the students. He asked if there could be a session for the children that are home schooled. CAO Niblock responded that the event always took place at the Paradise Double Ice Complex and was open to the public. The pandemic had restricted that from happening, but the goal is to bring it back to the Paradise Double Ice Complex next year.
- Councillor Quilty congratulated the nominees and winners of the Mount Pearl Paradise Chamber of Commerce Best in Business Awards.
- Councillor Quilty asked if there was an update on the Commemorative Committee. Councillor Laurie responded that the applicants have been reviewed and staff will be reaching out to them to let them know that they have been selected and will be reaching out to Councillor Quilty to set up a meeting time.

- Mayor Bobbett congratulated Aimee Coles on being recognized by Lieutenant Governor, Judy Foote, for her volunteer contributions.
- Mayor Bobbett informed Council and residents that he had the honor to attend the ceremony to welcome the Royals to the Province.

**13. Adjournment**

**Resolution No. M22-154**

**Moved by** Councillor Vaters

**Seconded by** Councillor Laurie

To adjourn the meeting at 7:21 pm.

**Motion Carried Unanimously**

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Dan Bobbett, Mayor

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Terrilynn Smith, Town Clerk





**Town of Paradise  
Public Council Meeting Minutes**

**July 5, 2022, 6:00 p.m.  
Council Chambers**

- Council Present: Dan Bobbett, Mayor, Chairperson  
Kimberley Street, Deputy Mayor  
Glen Carew, Councillor  
Elizabeth Laurie, Councillor  
Patrick Martin, Councillor  
Deborah Quilty, Councillor  
Larry Vaters, Councillor
- Staff Present: Lisa Niblock, CAO  
Tina Auchinleck Ryan, Director, Recreation and Community Services  
Chris Milley, Director, Infrastructure & Engineering  
Nelson Whalen, Director of Public Works  
Angelina Richards, Administrative Assistant  
Lorelei Dean, Manager of Development Services  
Diane Keough, Manager of Communications
- Staff Absent: Alton Glenn, Director, Planning & Protective Services  
Terrilynn Smith, Director, Corporate Services
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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

**Resolution No. M22-216**

**Moved by** Councillor Laurie  
**Seconded by** Councillor Vaters

**To adopt the Agenda for the July 5, 2022 Public Meeting.**

**Motion Carried Unanimously**

**4. Proclamation**

a. Pride Week 2022

Mayor Bobbett proclaimed July 15-24, 2022 as Pride Week in the Town of Paradise.

**5. Adoption of Minutes**

a. Adoption of Minutes

**Resolution No. M22-217**

**Moved by** Councillor Martin  
**Seconded by** Deputy Mayor Street

**To adopt the Minutes of the June 21, 2022 Public Meeting.**

**Motion Carried Unanimously**

**6. Business Arising from the Minutes**

There was no business arising from the minutes.

**7. Planning and Protective Services Committee**

Deputy Mayor Street, Chair; Councillor Carew & Councillor Quilty

a. Memos

***There were no reports for this meeting.***

b. Committee Report

Deputy Mayor Street brought forward a report from the Planning and Protective Services Committee.

The Planning and Protective Services Committee met on June 23, 2022. Matters discussed at that meeting included the following:

- An update concerning an Occupancy and Maintenance Regulations infraction occurring on a property located on Sunvalley Drive.
- Concerns from property owners on Panoramic Place related to rodents.
- Excavation Permit requests for projects taking place on Topsail Road and Colorado Place.
- An application for an additional use on a property located on Maverick Place.
- A discussion of the Building Permits recently issued by the Town.
- A discussion regarding civic numbering in the Topsail Pond/Three Island Pond area.

The next meeting of the Committee is scheduled for July 7, 2022.

**Resolution No. M22-218**

**Moved by** Deputy Mayor Street

**Seconded by** Councillor Carew

**Be it resolved that Council adopt the report from the Planning and Protective Services committee.**

**Motion Carried Unanimously**

**8. Administration and Corporate Services Committee**

Councillor Laurie, Chair; Councillor Martin & Councillor Vaters

a. Memos

1. Canada Summer Games – Council Travel Approval

**Resolution No. M22-219**

**Moved by** Councillor Laurie

**Seconded by** Councillor Vaters

**Be it resolved that Councillor Carew attend the 2022 Canada Summer Games in Niagara Falls as a member of the Town's Canada Games sub-committee. I so move.**

**Motion Carried Unanimously**

b. Committee Report

Councillor Laurie brought forward a report from the Administration and Corporate Services Committee.

The Administration and Corporate Services Committee met on June 29.

- The committee discussed the travel of some of the 2025 Canada Summer Games committee members to the upcoming Canada Summer Games in Niagara Falls.
- Indigenous Cultural Sensitivity training offered by Municipalities Newfoundland and Labrador was reviewed.
- The first quarter travel and professional development for Council members was reviewed and this will be posted on the Town's website.
- The Municipal Assessment Agency Directors Report was circulated for information.
- The May 2022 cheque register was reviewed and will be posted to the Town's website.
- The minutes of the June 8, Regional Fire Services Committee were circulated for information.
- The Committee was also provided with an update on OIPC's response to a privacy complaint they received against the Town. Based on their review, it was noted that the Town does have measures in place to address the protection of personal information and employees have necessary training and are aware of the need to protect personal information. The OIPC had no recommendations for the Town.

**Resolution No. M22-220**

**Moved by** Councillor Laurie

**Seconded by** Councillor Vaters

**Be it resolved that Council adopt the report from the Administration and Corporate Services committee.**

**Motion Carried Unanimously**

9. **Infrastructure and Engineering Committee**

Councillor Quilty, Chair; Councillor Martin & Councillor Vaters

a. Memos

1. Material Testing Services Award

**Resolution No. M22-221**

**Moved by** Councillor Quilty

**Seconded by** Councillor Martin

**Be it resolved that the Town of Paradise award the 2022 Street Rehab – Material Testing Services unit price contract with upset of \$20,000 to Stantec Consulting Ltd.**

**Motion Carried Unanimously**

2. Lift Station 10 PCA – CCN 3 and CCN 4

**Resolution No. M22-222**

**Moved by** Councillor Quilty

**Seconded by** Councillor Vaters

**Be it resolved that the Town of Paradise approve CCN3 – Retention of a Landscape Professional in the amount of \$6,860.00 (HST Included)**

**Motion Carried Unanimously**

**Resolution No. M22-223**

**Moved by** Councillor Quilty

**Seconded by** Deputy Mayor Street

**Be it resolved that the Town of Paradise approve CCN4 – Completion of a Transient Analysis on the existing forcemain in the amount of \$20,148.00 (HST Included)**

**Motion Carried Unanimously**

3. Adoption of Hydrant Use Policy Update

**Resolution No. M22-224**

**Moved by Councillor Quilty**  
**Seconded by Councillor Vaters**

**Be it resolved that the Paradise Town Council adopt the updated “Hydrant Use Policy 2022” and furthermore make the outdated “Hydrant Use Policy 2013” and “Temporary Water Connection Policy 2014” obsolete.**

**Motion Carried Unanimously**

4. Archibald Drive Storm Sewer – PCA CO1

**Resolution No. M22-225**

**Moved by Councillor Quilty**  
**Seconded by Councillor Laurie**

**Be it resolved that the Town of Paradise approve Change Order 1 to the 21-ENG-0009 Archibald Drive Storm Sewer project Prime Consultant Agreement with Progressive Engineering Consultants in the amount of \$6,008.75 HST included.**

**Motion Carried Unanimously**

5. Milton Road Softball Lights CCN2

**Resolution No. M22-226**

**Moved by Councillor Quilty**  
**Seconded by Deputy Mayor Street**

**Be it resolved that Council ratify the E-Poll decision to approve CCN 2 – Additional Conduit for the Milton Road Softball Lights in the amount of \$41,407.47 including HST to Eastern Contracting Ltd.**

**Motion Carried Unanimously**

- b. Committee Report

Councillor Quilty brought forward a report from the Infrastructure and Engineering Committee.

The Infrastructure & Engineering Committee met on June 28, 2022.

They discussed and made recommendations on the following:

- Review of a draft response letter to a resident with recommendation for edits prior to delivery.
- Review of an updated Hydrant Use Policy and recommendation for Council to adopt.
- Review of the limited call results for a material testing service contract and recommendation for Council to award the contract.
- Review of the work to date on the 2022 traffic calming initiative and a discussion about the process.
- Review of two contemplated change orders for the Lift station 10 project's prime consultant agreement and the recommendation for Council to approve both.
- Discussion about the impact and possible implications that current commodity price fluctuations have on the Liquid Asphalt and Diesel adjustment provisions included with our municipal infrastructure contracts.
- Review of a contemplated change order to the Archibald Drive Storm Sewer project's prime consultant agreement and the recommendation for Council to approve.
- Update on action being taken with respect to a resident's concern with the newly completed Copper Canyon connection trail.
- Update on action being taken on the issue raised about complaints of speeding on Karwood Drive.
- Review of a resident's concern about lack of sidewalks and pedestrian safety on Glenderek Drive and discussion about an approach that will be taken to address the concern.
- Review and discussion on the Capital Project Status Report.
- Questions about the status of some action items from the action item report.

An item concerning another project change order was discussed after the committee that resulted in an electronic email poll of council.

The next Infrastructure & Engineering Committee meeting is scheduled for July 12, 2022.

**Resolution No. M22-227**

**Moved by Councillor Quilty**

**Seconded by Councillor Laurie**

**Be it resolved that Council adopt the report from the Infrastructure and Engineering Committee.**

**Motion Carried Unanimously**

**10. Public Works Committee**

Councillor Martin, Chair; Councillor Laurie & Deputy Mayor Street

a. Memos

**There were no reports for this meeting.**

b. Committee Report

Councillor Martin brought forward a report from the Public Works Committee.

The Public Works department is responsible for general road maintenance operations and field/park maintenance throughout the Town of Paradise. The department undertakes preventative and safety related activities to ensure the safe and efficient movement of traffic and pedestrians. In total, the department services and maintains approximately 300 lane km of road along with its 29 playgrounds, 7 sports playing fields, 26 km of walking trails and 1,000,000 sq ft of grass.

Currently the department is focusing on asphalt repairs in zones 1 & 3 – which includes Elizabeth Park area and Paradise Road west to Gosse's Road as well as daily field, park and trail maintenance.

**Resolution No. M22-228**

**Moved by Councillor Martin**

**Seconded by Councillor Vaters**

**Be it resolved that Council adopt the report from the Public Works committee.**

**Motion Carried Unanimously**

**11. Recreation and Community Services Committee**



Councillor Laurie, Chair; Councillor Carew & Councillor Vaters

a. Memos

1. Woodstock Gardens Basketball Court

**Resolution No. M22-229**

**Moved by** Councillor Laurie

**Seconded by** Councillor Vaters

**Be it resolved that the Town of Paradise move forward and review the cost for additional netting and/or fencing at Woodstock Gardens Basketball Court.**

**Motion Carried Unanimously**

b. Committee Report

Councillor Laurie brought forward a report from the Recreation and Community Services Committee.

The Recreation and Community Services Committee meeting was held on June 30, 2022.

The following items were on the agenda for discussion:

- The Paradise Pride – Drag Show
- The Diversity and Youth Committee
- Fall Rental Requests and Town Programming
- The Café signage request in Paradise Park
- Docks and Ponds in Paradise
- The Open Space at St. Thomas Line/Lawlor's Road Concept Plan
- The Open Space, McCarthy Property Proposed Residential Subdivision
- A Crown Land Application for 215 Topsail Road
- The Woodstock Open Space Amenities (Basketball Courts)
- The Fitness Centre Hours
- Kool Daddy Ice Cream Truck

- The Multi Sport Turf Field
- 50+ Quarterly Meetings

The next Recreation and Community Services meeting is July 12<sup>th</sup>.

**Resolution No. M22-230**

**Moved by Councillor Laurie**

**Seconded by Councillor Vaters**

**Be it resolved that Council adopt the report from the Recreation and Community Services committee.**

**Motion Carried Unanimously**

**12. New/Unfinished Business**

- Deputy Mayor Street informed Council that she attended the Celebrating the Generations Sobeys Family and Canadian Art Exhibition at the Rooms. As part of the Come Home Year Celebrations the Rooms are offering free admission on Friday Evenings from 6:00-9:00 pm until September 30.
- Deputy Mayor Street attended the Memorial Day Ceremony. It took place outside and there were several in attendance. Also, Deputy Mayor Street attended the Canada Day Celebrations, and it was a huge success. She thanked Town for putting together such a great event.
- Councillor Laurie attended the Memorial Day Ceremony and the Canada Day Event. The Canada Day Celebration had the largest attendance that she has seen in a long time at a Town event. Staff done a great job putting together this event together.
- Councillor Laurie informed Council and residents that the Paradise Pride Drag Show is taking place at the Paradise Double Ice Complex on July 9. This is a 19+ event and tickets can be purchased on the Town website.
- Councillor Laurie informed Council that she is a member of the MNL Convention Committee and MNL are looking for ideas for presenters and sessions for the upcoming conference in November. If anyone has ideas, please pass them along to her.
- Councillor Vaters attended the Memorial Day Ceremony and the Canada Day Celebrations. It was a great event with a lot of community engagement.

- Councillor Vaters informed Council that while he was attending the FCM Conference he seen an online portal that allows residents to report problems in real time and asked staff to if they could review this portal as it could be a potential plan to replace the PingStreet App. CAO Niblock responded that staff have been reviewing options and have sat in on some demos that offer numerous features to residents.
- Councillor Vaters congratulations to the province's Boys Under 15 and Under 16 soccer teams that participated in the Atlantic Championships in Nova Scotia and New Brunswick and won gold. There were four Paradise residents on the teams, Kyle Button, Lincoln Silver, Jack Turpin, and Nathan Bartlett. The girls Under 15 team also participated and won bronze. There were three Paradise residents on this team, Megan Newman, Sienna Dillon, Emma Whalen.
- Councillor Vaters informed Council and residents that the last weekend in July is the Sunsplash Soccer Tournament. This is one of the largest tournaments in Atlantic Canada. Councillor Vaters congratulated the Paradise Soccer Club on their continued growth.
- Councillor Martin attended the Memorial Day Ceremony and noted that it was great to see such good attendance for an important event. He also attended the Canada Day Event, and it was the largest crowd that he had seen attend this event. Mayor Bobbett responded that he wanted to be in attendance for both events but was in isolation with Covid-19.
- Councillor Quilty thanked Councillor Laurie for emceeding the Memorial Day Ceremony on short notice. Unfortunately, she was unable to attend the ceremony or the Canada Day Celebrations but she heard a lot of comments about the great fireworks display.
- Councillor Quilty commented that the sidewalk that is being installed on St. Thomas Line is looking great.
- Councillor Carew asked if 64 Lanark Drive could be added to the Planning and Protective Services Committee Meeting for further discussion.
- Councillor Carew attended the Heather Healey Invitational Minor Girls Softball Tournament at Peter Barry Duff Memorial Park. Heather Healey has accomplished a lot and is a role model for so many. Councillor Carew noted that the park was full of children enjoying the amenities and encouraged residents to visit Peter Barry Duff Memorial Park if they haven't had a chance since the improvements. Mayor Bobbett responded that the tournament was also taking place at the Milton Road Ballfield. Councillor Laurie noted that

she had the opportunity to throw the first pitch. Mayor stated that some of Heather Healey's memorabilia is located at the Paradise Double Ice Complex.

- Councillor Carew thanked staff and especially Pat Silver for doing a great job at the Memorial Day Ceremony and Canada Day Event.

**13. Adjournment**

**Resolution No. M22-231**

**Moved by** Councillor Quilty

**Seconded by** Councillor Carew

To adjourn the meeting at 7:00 pm.

**Motion Carried Unanimously**

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Dan Bobbett, Mayor

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Terrilynn Smith, Town Clerk