

**TOWN OF PARADISE
PUBLIC COUNCIL MEETING
TUESDAY, FEBRUARY 20, 2018
TOWN HALL, PARADISE
8:00 P.M.**

PRESENT:	Chairperson	Dan Bobbett, Mayor
	Deputy Mayor	Elizabeth Laurie
	Councillor	Paul Dinn
	Councillor	Patrick Martin
	Councillor	Deborah Quilty
	Councillor	Sterling Willis
	Chief Admin. Officer	Lisa Niblock
	Director of Corporate Services	Terrilynn Smith
	Director of Planning & Protective Services	Alton Glenn
	Director of Infrastructure & Public Works	Garry Spencer
	Director of Recreation & Leisure Services	Conrad Freake
	Assistant Town Clerk	Barb Butler
ABSENT:	Councillor	Allan English

1. The meeting was called to order by Chairperson Bobbett at 8:04 p.m.

2. **PRESENTATION:**

Deputy Mayor Laurie presented Mayor Bobbett with a certificate in recognition of his 12 years of dedicated municipal leadership to the Town of Paradise from the Government of Newfoundland & Labrador, Department of Municipal Affairs and Environment.

3. **PROCLAMATION:**

Mayor Bobbett read & signed a proclamation proclaiming Heritage Day 2018.

Councillor Willis, who is an avid advocate for the preservation of the Town of Paradise's heritage, spoke on the importance of protecting our heritage. As he stated, "Once it's lost, it's gone forever". He added that a History app is being worked on by staff at the Town that the public can use to learn the history of the people and places that helped to shape the Town of Paradise that we know today.

4. ADOPTION OF THE MINUTES:

1. **M18-049 Moved by Deputy Mayor Laurie, seconded by Councillor Dinn to adopt the Minutes of the February 6, 2018 Committee of the Whole Meeting.**

Motion carried

2. **M18-050 Moved by Councillor Willis, seconded by Councillor Quilty to adopt the Minutes of the February 6, 2018 Public Meeting.**

Motion carried.

5. BUSINESS ARISING FROM THE MINUTES:

There was no business arising from the Minutes.

6. PERMITS:

1. **M18-051 Moved by Councillor Willis, seconded by Councillor Martin to approve application, C2018-029, for a home based business (Chantel's Beauty Bar – personal service) at 32 Trenton Drive subject to no objections being received in response to the Notice of Discretionary Use and eleven (11) conditions.**

Motion carried.

7. COMMITTEE REPORTS:

FINANCE COMMITTEE

1. Accounts for Payment

M18-052 Moved by Councillor Dinn, seconded by Councillor Quilty that invoices in the amount of \$1,104,318.69 be approved for payment as submitted by the Director of Corporate Services.

Motion carried.

2. **M18-053 Moved by Councillor Dinn, seconded by Deputy Mayor Laurie.**

“BE IT RESOLVED that the Town of Paradise match the Social Club member contributions up to a maximum of \$2500.”

Motion carried.

7. **COMMITTEE REPORTS:**

FINANCE COMMITTEE

3. M18-054 Moved by Councillor Dinn, seconded by Deputy Mayor Laurie.

“BE IT RESOLVED that the Town of Paradise approve Ricoh Canada Inc. to scan the Town’s civic files at a cost of \$39,047.50 plus HST.”

Motion carried.

4. M18-055 Moved by Councillor Dinn, seconded by Deputy Mayor Laurie.

“BE IT RESOLVED that the Town of Paradise adopt the updated Policy #CS-023 Compensation Policies for Management and Non-Management/Non-Union Employees as submitted.”

Motion carried.

PLANNING COMMITTEE

1. M18-056 Moved by Councillor Quilty, seconded by Councillor Willis.

“BE IT RESOLVED that the Order issued by the Town of Paradise to the owner, Civic #8 Tanya Place, concerning the operation of a home based office associated with a roofing business at Civic #8 Tanya Place without a permit and therefore not in accordance with the Town of Paradise Development Regulations, 2004, be confirmed.”

Motion carried.

INFRASTRUCTURE & PUBLIC WORKS COMMITTEE

1. M18-057 Moved by Councillor Willis, seconded by Deputy Mayor Laurie.

“BE IT RESOLVED that the Town of Paradise award the additional property appraisals at the intersection of St. Thomas Line/Paradise Road/Ashlen Crescent to Todd Pickett, Appraisal Associates, in the amount of \$2700 plus HST to facilitate intersection upgrades.”

Motion carried.

Note: Councillor Quilty left the Council Chambers because of potential conflict of interest.

7. **COMMITTEE REPORTS:**

INFRASTRUCTURE & PUBLIC WORKS COMMITTEE

2. M18-058 Moved by Councillor Willis, seconded by Councillor Quilty.

“BE IT RESOLVED that the Town of Paradise approve Change Order #2 in the amount of \$2286.90 to NL HVAC Ltd. for the supply of a heater strip for the back-up Diesel Generator at the Donna Road Pump Station.”

Motion carried.

3. M18-059 Moved by Councillor Willis, seconded by Councillor Martin.

“BE IT RESOLVED that the Town of Paradise obtain Glenn Nichols Engine Repair Services Ltd. to perform necessary repairs to International Tandem Trucks, Unit 62, 63 & 64 in the amount of approximately \$16,000 plus HST for each unit.”

Motion carried.

4. M18-060 Moved by Councillor Willis, seconded by Councillor Martin.

“BE IT RESOLVED that the Town of Paradise adopt the Waste Disposal Policy (IPW-013) dated February 20, 2018 submitted by the Manager of Operations & Public Works. The Policy will become effective February 20, 2018.”

Note: Deputy Mayor Laurie & Councillor Dinn left the Council Chambers due to conflict of interest.

Motion carried.

RECREATION COMMITTEE

1. M18-061 Moved by Deputy Mayor Laurie, seconded by Councillor Dinn.

“BE IT RESOLVED that the Town of Paradise approve that 100% of the gate fees be returned to the Beaumont Hamel Centennial Cup.”

Motion carried.

2. M18-062 Moved by Councillor Laurie, seconded by Councillor Martin.

“BE IT RESOLVED that the Town of Paradise approve the NHL Legends Tour & Easter Seals NL request for a reduced rental rate of \$100 per hour for the Pro-Am Hockey Event.”

Motion carried.

7. NEW/UNFINISHED BUSINESS:

1. Deputy Mayor Laurie stated that the Snow & Ice in Paradise 2018 festival was a great success and thanked the sponsors, Planning Committee, volunteers, user groups and residents for coming out to enjoy the festival. She advised the public to check the Town's website to see if they have a winning button to receive prizes.
2. Councillor Martin commented that he is pleased to see that the Metro Bus ridership has increased by 11% from last January.
3. Councillor Martin commented that the landmark that was Acan Building is presently being demolished with new development coming to take its place in the future.
4. Councillor Dinn, as Chair of the Communications Committee, commented on the following items that were discussed and recommended at the February 12, 2018 Committee meeting:
 - to explore the possibility of the Committee of the Whole meetings going public;
 - to review having the information from ATIPPA requests put on the Town's website;
 - to come up with a streamline way of informing residents of upcoming construction projects and the best formats to use for Town consultations for residents.
5. Councillor Willis passed along a big thank you to Council from the members of the Shuffleboard Program for the great Shuffleboard Tournament that the Town provided during Snow & Ice in Paradise.
6. Councillor Dinn thanked Pat Silver for the excellent job he did in his role of Events Coordinator for Snow & Ice in Paradise.
7. Councillor Quilty commented on the great time everyone had during Snow & Ice in Paradise, especially the children tobogganing on the hill in Paradise Park.
8. Councillor Quilty and Councillor Willis congratulated Mayor Bobbett on receiving the certificate from the Government of Newfoundland & Labrador in recognition of his 12 years of dedicated municipal leadership to the Town of Paradise.

7. **NEW/UNFINISHED BUSINESS:**

9. Councillor Willis passed along a big thank you to staff, not only for their work in making Snow & Ice in Paradise a success every year, but also in the amount of work, effort and dedication that is put in the day to day activities of the Town of Paradise.
8. **M18-063 Moved by Councillor Quilty, seconded by Councillor Martin to adjourn the meeting at 8:51 p.m.**

Motion carried.

Dan Bobbett, Mayor

Terrilynn Smith, Town Clerk

**TOWN OF PARADISE
COMMITTEE OF THE WHOLE
TUESDAY, FEBRUARY 20, 2018
TOWN HALL, PARADISE
6:00 P.M.**

PRESENT:	Chairperson	Dan Bobbett, Mayor
	Deputy Mayor	Elizabeth Laurie
	Councillor	Paul Dinn
	Councillor	Patrick Martin
	Councillor	Deborah Quilty
	Councillor	Sterling Willis
	Chief Admin. Officer	Lisa Niblock
	Director of Corporate Services	Terrilynn Smith
	Director of Planning & Protective Services	Alton Glenn
	Director of Infrastructure & Public Works	Garry Spencer
	Director of Recreation & Leisure Services	Conrad Freake
	Assistant Town Clerk	Barb Butler
ABSENT:	Councillor	Allan English

1. The meeting was called to order by Chairperson Bobbett at 6:15 p.m.

2. **FINANCE COMMITTEE:**

1. Accounts for payment

Council recommended that accounts in the amount of \$1,104,318.69 be approved at the February 20, 2018 Public Meeting.

2. Policy #CS-023 Compensation Policies for Management and Non-Management/Non-Union Employees

Changes were made to Policy #CS-023 to the title to reflect the fact that the Policy includes all Management and Non-Management/Non-Union Employees. Changes were also made in regards to Overtime and Maternity Leave.

Council recommended to adopt the updated Policy #CS-023 Compensation Policies for Management and Non-Management/Non-Union Employees as submitted.

2. FINANCE COMMITTEE:

3. Scanning of Civic Files in Laserfiche

Ricoh Canada Ltd. has provided the Town of Paradise a quote to have the civic files scanned and indexed based on 100 boxes. This would include scanning indexing and transportation. The civic files can be scanned and indexed within 30 days from the initial shipment.

Council agreed to have Ricoh scan the civic files and have the facility shred the files at a cost of \$800 rather than ship the files back at a cost of \$3,100. The Director of Corporate Services commented that before the files are shredded, Council will have to pass a motion to make the electronic files the official files. Electronic files are recognized as official files.

Council recommended to approve Ricoh Canada Ltd. to scan the Town's civic files at a cost of \$39,047.50 plus HST.

4. Social Committee Contribution

The Town Social Club has approximately 40 members that contribute \$2 a pay period through payroll deductions. The Club is requesting that the Town match the employee contributions up to a maximum of \$2500 as was done for 2017.

Council recommended that the Town of Paradise match the Social Club member contributions up to a maximum of \$2500.

3. PERMITS:

1. 32 Trenton Drive C2018-029
Application for a home based business (Chantel's Beauty Bar – personal service).

Council recommended for approval subject to no objections being received in response to the Notice of Discretionary Use and the following conditions:

1. The development to meet the Development Standards/Regulations of the Residential Medium Density (RMD) Use zone in the Paradise Municipal Plan/Regulations, 2004.
A copy of the Town's Development Regulations, 2004 is available upon request.
2. All work shall be carried out in accordance with the requirements of the Regulations, the terms of this permit and all other rules and regulations of the Town of Paradise.
3. The issue of this permit does not exempt the applicant from obtaining any other permits or approvals required by law.
4. The work authorized by this permit shall not be used or occupied without an Occupancy Permit from the Town of Paradise.

3. PERMITS:

1. 32 Trenton Drive C2018-029 (cont'd)
 5. Any placard issued by the Town of Paradise relating to the work authorized by this or any other permit must be displayed in full public view on the site.
 6. There will be no parking of any commercial vehicles in excess of $\frac{3}{4}$ tonne (or as otherwise described in current Town of Paradise Commercial Vehicle Regulations) on the lot or the street without the special permission of Council;
 7. This permit does not authorize the use or occupancy of Crown Land or other lands without a lease or grant from the Crown or permission of the owner.
 8. The home based business will be monitored for a period of one (1) year, if any issues arise, the Town of Paradise may withdraw the home based business permit.
 9. The Business must be owner/operated.
 10. Prior to the issuance of a home based business occupancy permit, the applicant must submit approval (or a letter of exemption) from Service NL in relation to Fire & Life Safety and Building Accessibility.
 11. The following regulations apply to a home based business office operating in a dwelling in an RMD Use zone:
 - The dwelling unit is occupied as a residence by the professional or business user;
 - The use is clearly subsidiary to the residential use, and does not detract from the residential character of the surrounding area;
 - No more than 25% of the total floor area, up to a maximum of 45 square metres, is devoted to such a use;
 - No wholesale sales or storage of goods is carried out, retail sales are incidental and subsidiary to the approved use, and no repairs to vehicles or heavy machinery carried out;
 - There will not be more than two non-resident employees working regularly in the dwelling;
 - No regular parking of more than three non-resident owned vehicles will be permitted on the lot or the street reservation adjacent to the lot;
 - The parking of commercial vehicles is subject to a permit being issued by Council, and subject to the Town of Paradise Commercial Vehicle Regulations;
 - Activities associated with the use are not hazardous, and do not cause noticeable noise, odour, dust, fumes, night lights, or other inconvenience or nuisance to the neighbouring residents;
 - All activities, such as the delivery or movement of goods, which could possibly disturb neighbours, are limited to the hours of 8 a.m. to 8 p.m.;
 - There will be no repair, major maintenance, dismantling, or scrapping of vehicles;
 - Signs are limited to a name plate not exceeding 0.4 square metres, affixed to the face of the dwelling at the entrance to the business or service;
 - There will be no storage of unsightly materials or waste outdoors;
 - No change will be made in the type, class, intensity or extent of the business or service without a permit; and
 - The development and operation of the home-based business will be subject to conditions outlined in a permit issued by the Town of Paradise.

3. **PERMITS:**

1. 32 Trenton Drive C2018-029 (cont'd)

Mayor Bobbett asked for a vote as to whether Deputy Mayor Laurie was in conflict of interest.

Vote

Not in conflict: Mayor Bobbett, Councillor Dinn, Councillor Martin, Councillor Quilty, Councillor Willis.

Council voted unanimously that Deputy Mayor Laurie was not in conflict of interest.

2. 1956 Topsail Road C2018-005
Application for Approval in Principle for a Medical Marihuana Facility (Cannabis).

The applicant proposes to employ approximately 30 people working shifts with 12-15 employees per shift. This marihuana production facility will be licensed and regulated by the Access to Cannabis for Medical Purposes Regulations (ACMPR) under Health Canada (Federal).

Deputy Mayor Laurie asked how high the building will be. The Director of Planning & Protective Services responded that the building dimensions are: 275 ft. (length); 60 ft. (width) 12 ft. (height).

Councillor Quilty asked if the applicant has met all the criteria/conditions of the Federal Government. The Director of Planning & Protective Services responded that conditions would be added to the permit that it must meet all Provincial and Federal requirements.

Councillor Dinn asked for a clarification on how the Town would advertise the application. The Director of Planning & Protective Services responded that it would be advertised in the local newspaper as well as notification being sent to residents within a 200 meter radius of the proposed facility.

Councillor Willis added that the Federal and Provincial rules and regulations are very stringent for a medical Marihuana facility.

Council recommended to advertise the application and return to Council.

Deputy Mayor Laurie asked for a vote as to whether Mayor Bobbett was in conflict of interest.

3. PERMITS:

2. 1956 Topsail Road C2018-005 (cont'd)

Vote

Not in Conflict: Deputy Mayor Laurie, Councillor Dinn, Councillor Martin,
Councillor Quilty, Councillor Willis.

Council voted unanimously that Mayor Bobbett was not in conflict of interest.

4. PLANNING COMMITTEE:

1. Order to be Confirmed – 8 Tanya Place

Council recommended to confirm the Order issued to the owner at 8 Tanya Place concerning the operation of a home based office associated with a roofing business at 8 Tanya Place without a permit and therefore not in accordance with the Town of Paradise Development Regulations, 2004.

5. ECONOMIC DEVELOPMENT COMMITTEE:

1. ICCI Funding 2018

The Town of Paradise has been approved for up to \$13,000 from the Invest Canada – Community Initiatives Fund (ICCI) for Economic Development projects in 2018. The total amount of funding the Town will receive will equal 50% of the eligible expenditures incurred by year end.

The approved project components include labour force data, business information collection and our efforts to start a business retention and expansion exercise.

6. INFRASTRUCTURE & PUBLIC WORKS COMMITTEE:

1. Project Updates

Council received an update of ongoing and planned construction projects from the Department of Infrastructure & Public Works.

6. INFRASTRUCTURE & PUBLIC WORKS COMMITTEE:

2. St. Thomas Line/Paradise Road/Ashlen Crescent Roundabout Additional Property Appraisals

The final design for the roundabout at St. Thomas Line/Paradise Road/Ashlen Crescent from the Town's consultant and Newfoundland Power indicates that the Town will need to acquire land and easements from twelve (12) properties, therefore appraisals are now required for twelve properties as opposed to nine.

Council recommended to award the additional property appraisals at the intersection of St. Thomas Line/Paradise Road/Ashlen Crescent to Todd Pickett, Appraisal Associates in the amount of \$2700 plus HST to facilitate intersection upgrades.

Note: Councillor Quilty left the Council Chambers because of potential conflict of interest.

3. Change Order #2 – Heating Strip Donna Road Diesel Generator

The Town recently purchased a new Diesel Generator for the Donna Road Pump Station. The Town's consultant has recommended that a heater strip be installed inside the ATS enclosure to prevent condensation from occurring inside the enclosure and protecting the electronics. It also keeps the electronics from freezing, which under circumstances can impair operation.

Council recommended to approve Change Order #2 in the amount of \$2286.90 to NL HVAC Ltd. for the supply of a heater strip for the back-up Diesel Generator at the Donna Road Pump Station.

4. Regen System Repairs – Three Tandem Trucks

The Infrastructure & Public Works Department recently became aware that three tandem trucks had the Regen System modified in 2015 because of operation issues due to the emission control system. According to both the dealership and a local mechanic, many companies and municipalities completed the same work at that time because of equipment having similar problems.

As a result of the new 2017 Emission Standards, the trucks must be returned to their original exhaust configuration to make them compliant with the new inspection requirements.

Council recommended to obtain Glenn Nichols Engine Repair Services Ltd. to perform necessary repairs to International Tandem Trucks, Unit 62, 63 & 64 in the amount of approximately \$16,000 plus HST for each unit.

6. INFRASTRUCTURE & PUBLIC WORKS COMMITTEE:

5. Waste Disposal Policy 2018

During the 2018 Budget, Council decided to allocate funds for a Waste Disposal Assistance Program to help out residents who reside in non-serviced dwellings by reimbursing a portion of the cost to pump out their residential septic tank. The rebate was to be 50% of the cost up to \$250 which will be eligible once every three (3) years. The Town has allocated \$12000 per year which can accommodate 50 homes.

Council recommended to adopt the Waste Disposal Assistance Program Policy (IPW-013) dated February 20, 2018 submitted by the Manager of Operations & Public Works. The Policy will become effective February 20, 2018.

Mayor Bobbett asked for a vote as to whether Councillor Dinn was in conflict of interest.

Vote

In Conflict: Mayor Bobbett, Councillor Martin, Councillor Quilty, Councillor Willis.

Deputy Mayor Laurie did not vote as she was also in potential conflict of interest.

Council voted that Councillor Dinn was in conflict as he is currently on a septic system and would benefit from the policy.

Mayor Bobbett asked for a vote as to whether Deputy Mayor Laurie was in conflict of interest.

Vote

In Conflict: Mayor Bobbett, Councillor Martin, Councillor Quilty, Councillor Willis.

Councillor Dinn did not vote as he was also in conflict of interest.

Council voted that Deputy Mayor Laurie was in conflict as she is currently on a septic system and would benefit from the policy.

Note: Deputy Mayor Laurie and Councillor Dinn left the Council Chambers due to conflict of interest.

7. RECREATION COMMITTEE:

1. Beaumont Hamel Centennial Cup

The Paradise Double Ice Complex will be host to the 3rd Annual Beaumont Hamel Centennial Cup (BHCC) taking place from April 9 – 15, 2018. In 2016 and 2017 Council had approved that 100% of the gate fees be returned to the tournament.

The Tournament organizer has requested for the 2018 Beaumont Hamel Centennial Cup that 100% of the gate fees be returned to the tournament.

Council recommended to approve that 100% of the gate fees be returned to the Beaumont Hamel Centennial Cup.

2. NHL Legends Tour & Easter Seals NL

The Town has received a request from NHL Legends for a charity hockey event during the weekend of September 22-23, 2018. The NHL Legends Tour & Easter Seals NL are currently planning an Annual “Pro-Am” Hockey event in the Avalon region, where former stars from the NHL will play in a recreation hockey and golf tournament for a weekend.

The organizers of this event are asking the Town of Paradise for a reduced rental rate of \$100 per hour for the 2018 event. The Paradise Double Ice Complex was host to this event last year, and Council did approve a reduced rental rate of \$100 per hour for the 2017 Pro-Am Hockey Event.

Council recommended to approve the NHL Legends Tour & Easter Seals NL request for a reduced rental rate of \$100 per hour for the Pro-Am Hockey event.

8. CORRESPONDENCE:

There was no correspondence.

9. OTHER BUSINESS:

1. Urban Municipalities Committee Meeting

Mayor Bobbett provided for Council’s information, documents on the topics that were discussed at the Urban Municipalities Committee Meeting that he recently attended in Grand Falls-Windsor.

2. Councillor Dinn asked if amendments to the Road Cut Policy are still being worked on. Councillor Willis, as Chair of the Infrastructure & Public Works Committee, responded that it will be discussed at the next Committee meeting.

9. OTHER BUSINESS:

3. Councillor Quilty asked if the Town has heard back from the City of St. John's in regards to the watershed issue on Paradise Road. The Director of Planning & Protective Services responded that the City of St. John's is still giving the issue consideration.
 4. Councillor Quilty asked for an update on the St. Thomas Community Centre's capacity issue. The CAO responded that she and Director Spencer and Director Freake recently met with Vigilant Management to discuss the issue. She added that the Town is now waiting on the quote for putting in an additional door before any further decisions can be made.
10. Moved by Deputy Mayor Laurie, seconded by Councillor Willis to adjourn the meeting at 7:55 p.m.

Dan Bobbett, Mayor

Terrilynn Smith, Town Clerk

BILLS FOR PAYMENT

02/20/2018

SUPPLIER	INVOICE	AMOUNT	DESCRIPTION
A. Harvey & Company Limited	S0040062	75,650.51	Salt and Sand.
Allied Construction Management Inc.	Claim #4	672,479.87	St. Thomas Treatment Plant upgrades.
Black & McDonald	80-839188	187,495.88	Signalized Intersection Upgrade.
City of Mount Pearl	9612	23,937.79	1/3 Payment of Waterford River project cost.
City of St. John's	15556	31,676.08	Robin Hood Bay - Tipping Fees fro December.
City of St. John's	15932	40,409.20	Robin Hood Bay - Tipping Fees.
City of St. John's Transportation	10351	24,287.07	December Public Transist. Metrobus
City of St. John's Transportation	10376	27,423.54	January Public Transist. Metrobus
Ricoh	INV90554028	9,200.00	Laserfinche Training.
Western Hydraulic 2000 Ltd.	5633	11,758.75	Parts for Tandems.

Be it resolved that invoices in the amount of **\$1,104,318.69**
be approved for payment, as submitted by the Director of Corporate Services.

Handwritten signature and initials in the bottom right corner of the page.