

**TOWN OF PARADISE  
PUBLIC COUNCIL MEETING  
TUESDAY, JULY 17, 2018  
TOWN HALL, PARADISE  
8:20 P.M.**

PRESENT:	Chairperson	Dan Bobbett, Mayor
	Deputy Mayor	Elizabeth Laurie
	Councillor	Paul Dinn
	Councillor	Allan English
	Councillor	Patrick Martin
	Councillor	Deborah Quilty
	Councillor	Sterling Willis
	Chief Admin. Officer	Lisa Niblock
	Director of Corporate Services	Terrilynn Smith
	Director of Infrastructure & Public Works	Garry Spencer
	Manager of Development Services	Lorelei Dean
	Facility Manager	Jennifer Janes
	Administrative Assistant	Claudine Hannebury


ABSENT:	Acting Assistant Town Clerk	Melanie Bartlett
	Director of Recreation & Leisure Services	Conrad Freake
	Director of Planning & Protective Services	Alton Glenn

1. The meeting was called to order by Chairperson Bobbett at 8:20 p.m.

2.  **PROCLAMATION:**

Mayor Bobbett read and signed a proclamation declaring July 15 – July 21, 2018 as Pride week.

3. **ADOPTION OF THE MINUTES:**

1.  M18-215 **Moved by Councillor Martin, seconded by Councillor Willis to adopt the Minutes of the July 3, 2018 Committee of the Whole Meeting.**

**Motion carried.**


2. M18-216 **Moved by Deputy Laurie, seconded by Councillor Quilty to adopt the Minutes of the July 3, 2018 Public Meeting.**

**Motion carried.**

4. **BUSINESS ARISING FROM THE MINUTES:**

No Business arising from the minutes.

5. **PERMITS:**

1.  M18-217 Moved by Deputy Mayor Laurie, seconded by Councillor Quilty to approve application, C2018-147, to construct an accessory building with a floor area 148m<sup>2</sup> and 6m in height at 15 Sherbrooke Street subject to fifteen (15) conditions.

Motion carried.

2. M18-218 Moved by Councillor Martin, seconded by Councillor Willis to approve application CR2018-145 for Crown Land for a retaining wall and floating dock subject to the advertisement of a Discretionary Use Notice and to approve subject to no objections being received and to five (5) conditions.

Motion carried.

4. M18-219 Moved by Deputy Mayor Laurie seconded by Councillor Dinn to approve application, C2018-250, to construct an extension to the rear of the existing building at 1582 Topsail Road subject to eleven (11) conditions.

Motion carried.

5. M18-220 Moved by Councillor Quilty, seconded by Councillor Willis to refuse application, S2018-007, for Approval in Principle for 89 lot serviced subdivision at the end of Westport Drive. The proposed development is considered premature due to lack of an approved domestic water supply beyond the natural development area at the time of application and would create an unplanned demand for public services and utilities. The application is therefore refused in accordance with Sections 3.5 and 3.6 (2) of the Town of Paradise Development Regulations, 2016.

Motion carried.

6. M18-221 Moved by Deputy Mayor Laurie seconded by Councillor Martin to approve Crown Land application for utilities easement for NL Power at the end of Sgt. Donald Lucas Drive subject to four (4) conditions.

Motion carried.

6. **COMMITTEE REPORTS:**

**FINANCE COMMITTEE:**

1. Accounts for Payment

M18-222 **“Moved by Councillor Dinn, seconded by Councillor Quilty that invoices in the amount of \$1,088,423.32 be approved for payment as submitted by the Director of Corporate Services”.**

**Motion carried.**

Payroll/Benefits/Council Stipends and Benefits

M18-223 “Moved by Councillor Dinn, seconded by Deputy Laurie.

**“BE IT RESOLVED that the total payroll and benefits for the month of June 2018 in the amount of \$776,920.93 be approved by the Director of Corporate Services.**

2. M18-224 Moved by Councillor Dinn, seconded by Councillor Willis.

**“BE IT RESOLVED that the Town of Paradise adopt the Strategic Asset Management Policy as submitted.”**

**Motion carried.**


3. M18-225 Moved by Councillor Dinn, seconded by Deputy Mayor Laurie.

**“BE IT RESOLVED that the Town of Paradise approve the new ‘Seasonal Mobile Vendor’ fee of \$50.00 per month and add to the 2018 fee schedule.**

**Motion carried.**

**PLANNING COMMITTEE:**

1. M18-226 Moved by Councillor Quilty, seconded by Councillor Dinn.

 **“BE IT RESOLVED that the Order issued on June 29, 2018 by the Town of Paradise to the owner at Civic #19 Rob’s Road concerning garbage/miscellaneous debris at Civic #19 Rob’s Road, be confirmed.”**

**Motion carried.**

2. M18-227 Moved by Councillor Quilty, seconded by Deputy Mayor Laurie.

**“BE IT RESOLVED that Paradise Town Council extends the deadline on the Work Orders issued to both #30 & #32 Clearview Heights to August 15, 2018.**

**Motion carried.**

3. M18-228 Moved by Councillor Quilty, seconded by Councillor Martin.

**“BE IT RESOLVED that the order served on July 16, 2018 concerning the construction of a gate and posts at #1873 Topsail Road without a permit and located within the Town’s right-of-way and therefore not in accordance with the Town of Paradise Fence Regulations, 2013 be confirmed.”**

**Motion carried.**

#### **ECONOMIC DEVELOPMENT COMMITTEE:**

No items for this meeting.

#### **COMMUNICATIONS COMMITTEE;**

No items for this meeting.

#### **INFRASTRUCTURE & PUBLIC WORKS COMMITTEE:**

1. M18-229 Moved by Councillor Willis, seconded by Councillor Dinn.

**“BE IT RESOLVED that the Town of Paradise approve Change Order No. 1 for Additional Engineering Fees for the 2018 Water and Sewer in the amount of \$19,610 plus HST”.**

**Motion carried.**

2. M18-230 Moved by Councillor Willis seconded by Councillor Dinn.

**“BE IT RESOLVED that the Town of Paradise approve Change Order No. 2 for Additional Engineering Fees for the McNamara Drive Topsail Road/Clearview Heights Roundabout in the amount of \$8,000 plus HST”.**

**Motion carried.**

3. M18-231 Moved by Councillor Willis, seconded by Councillor Quilty.

**“BE IT RESOLVED that the Town of Paradise obtain Sonic Electrical Ltd., #1660 Topsail Road to carry out the installation and Electrical hook-up for the new back-up Generator at Donna Road pump station for the quoted price of \$19,988 plus HST”.**

**Motion carried.**

#### **RECREATION COMMITTEE:**



1. M18-232 Moved by Deputy Mayor Laurie, seconded by Councillor Martin.

**“BE IT RESOLVED that the Town of Paradise approve consulting fees from DBA Consulting at a cost of \$3,622.50, HST included required to construct the tunnel between the Zamboni Room and Rink A as part of the roof replacement project”.**

**Motion carried.**

2. M18-233 Moved by Deputy Mayor Laurie, seconded by Councillor Willis.

**“BE IT RESOLVED that the Town of Paradise approve reimbursement to the Paradise Adventure 50+ Club at a total cost of \$5,520, HST included for bus tours in 2017”.**

**Motion carried.**

3. M18-234 Moved by Deputy Mayor Laurie, seconded by Councillor Dinn.

**“BE IT RESOLVED that the Town of Paradise approve the 2018 Sun Splash – Paddle Paradise Schedule of events for August 12 - 19, 2018.**

**Motion carried.**

#### **7. NEW/UNFINISHED BUSINESS:**



1. Councillor Willis noted that he would like to follow up on what Councillor Dinn discussed earlier regarding Asset Management Program. He noted FCM has a 5 year \$50,000,000 budget and the 5 year program is not up. Also, he stated that the Town did receive \$50,000.00 from FCM and asked if the Town can reapply for more funding. CAO Niblock informed Council and the Public of the Town’s intentions to reapply for more funding for the second phase of the Asset Management Program.
2. Councillor Dinn noted he had residents contact him regarding making the Committee of the Whole meeting Public. He stated the Town is still

exploring options for going public with the Committee of the Whole meeting.

He indicated that residents have stated that if the agenda was made public residents would be aware of the issues to be discussed. He also noted, hopefully he will see some recommendations come forward soon. He also noted, this is an important issue but the day to day operations seem to take priority over this matter. He noted, hopefully at our next Finance Committee meeting the committee will look at ways to make our budget consultations more public in terms of opportunity to respond and give feedback. He stated it is good starting sooner than later and residents can look forward to seeing something in the near future in relation to how we are going to look at our budget. Mayor noted we did similar in the past through internet and surveys.

3. Councillor Dinn noted the Recreation Plan Consultations are getting near the end for putting together a report. He noted he has received a number of calls regarding the survey and advised that residents do not have to answer all the questions.
4. Deputy Mayor Laurie noted she received some constructive criticism about the survey. She noted that if anyone felt they missed out on the survey, or the survey didn't capture their intentions of what they would like to see at recreation, there is a number that you can contact to speak with a consultant with Upland, the company doing the consultation.
5. Councillor English asked for an update on the Water and Sewer Tender. Mayor informed Council and the Public the Town is waiting on Municipal Affairs to review the engineering work for approval. He noted this approval would be in by the end of the week. Mayor also noted other Municipalities can approve their own engineering work which would speed up the process. The Mayor noted this is something the Town is looking into for the future.

CAO Niblock wanted to clarify the project the Town is expecting by the end of the week would be for Clearview Heights/Topsail Road/McNamara Drive Roundabout. She noted that the Change Order that was discussed earlier was for the Water and Sewer engineering fees which have to be sent to Municipal Affairs for approval. She noted that this may delay the project. Councillor Dinn noted the Municipalities Act 1999 is under review. He noted one of the comments that came up is in the process for projects approval.

CAO Niblock informed Council and the Public she has been in discussion with Municipal Affairs. She noted Director Spencer has been reaching out to other channels. The Town is hoping to pilot the project this year so the Town can get the proper documentation in place. Therefore, the Town does not have to wait for the act to be reviewed.

6. Councillor Willis announced July 29, 2018 was the Korean War Ceremony.
7. Mayor noted the Tely 10 is this week and there will be road closures. There are notices in place.
8. **M18- 237 Moved by Deputy Mayor Laurie, seconded by Councillor Quilty to adjourn the meeting at 8:50 p.m.**

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Dan Bobbett, Mayor

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Terrilynn Smith, Town Clerk

**TOWN OF PARADISE  
COMMITTEE OF THE WHOLE  
TUESDAY, JULY 17, 2018  
TOWN HALL, PARADISE  
6:00 P.M.**

PRESENT:	PRESENT:	Chairperson	Dan Bobbett, Mayor
		Deputy Mayor	Elizabeth Laurie
		Councillor	Paul Dinn
		Councillor	Allan English
		Councillor	Patrick Martin
		Councillor	Deborah Quilty
		Councillor	Sterling Willis
		Chief Admin. Officer	Lisa Niblock
		Director of Corporate Services	Terrilynn Smith
		Director of Infrastructure & Public Works	Garry Spencer
		Facility Manager	Jennifer Janes
		Manager of Development Services	Lorelei Dean
		Administrative Assistant	Claudine Hannebury

ABSENT:	Director of Planning & Protective Services	Alton Glenn
	Director of Recreation & Leisure Services	Conrad Freake
	Operation Support Clerk	Melanie Bartlett

1. The meeting was called to order by Chairperson Bobbett at 6:25 p.m.

2. **FINANCE COMMITTEE:**

1. Accounts for payment

Council recommended accounts in the amount of \$1,088,423.32 be approved at the July 17, 2018 Public Meeting.

2. Payroll and Benefits

Council recommended total payroll and benefits for the month of June 2018 in the amount of \$776,920.93 be approved at the July 17, 2018 Public Meeting.



2. Strategic Asset Management Policy

Councillor Dinn stated the Asset Management refers to a set of policies, practices and procedures that will allow the town to realize maximum value from its municipal infrastructure assets. The Town is currently in the process of developing an asset management plan with the aid of funding from FCM under their Municipal Asset Management Program. The plan will facilitate logical and evidence-based decision-making for the management of the Town's infrastructure and support delivery of sustainable community services now and in the future. He noted this policy will provide leadership in and commitment to the development and implementation of the Town's asset Management Program and provides an organization-wide commitment to the good stewardship of the Town's infrastructure assets, and to improved accountability and transparency. Councillor Dinn also noted Funding provided from FCM to support the development of the asset management plan, policy and Capital planning software.

Council agreed to adopt the Strategic Asset Management Policy as submitted.

3. Seasonal Mobile Vendor Fee

Councillor Dinn stated the Town received a letter from a mobile ice cream vendor expressing his concern for the current fee of \$200 per month. He feels this is too high and is requesting the Town reduce the fee. In comparing to neighboring municipalities, the fee does seem excessive. He noted this was discussed by both the Finance Committee and Planning Committee and both agreed the fee should be changed. He also noted it is recommended a new fee be added to the fee schedule called 'Seasonal Mobile Vendor'. He stated this would accommodate those vendors who only operate for a short period of the year. He noted the committee recommends updating the 2018 fee schedule to add the Seasonal Mobile Vendor Fee of \$50 per month. Councillor Martin asked what the fee would be for a daily rate. Lorelei Dean, Manager of Development Services, noted the Town does not offer a permit for a daily rate. Councillor Martin inquired specifically about special events. Mayor requested staff to follow-up on the information requested.

Council agreed to approve the new 'Seasonal Mobile Vendor' fee of \$50.00 per month and add to the 2018 fee schedule.

3. **PERMITS:**

1. 5 Sherbrooke Street C2018-147  
Application to construct an accessory building.

Council recommended for approval subject to the following conditions:

1. The development is to meet the standards of the Rural Residential Mixed (RR) use zone, Town of Paradise Development Regulations, 2016.
2. Any construction or building alteration must conform to the current **National Building Code of Canada, and any ancillary code.**
3. 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. Note: Should blasting be required to prepare this site for development, it is the developer's and/or property owner's responsibility to ensure all required permits are obtained from the appropriate government departments and/or agencies. In addition, the Town of Paradise must be notified well in advance of the blasting operation.
4. The issue of this permit does not exempt the applicant from obtaining any other permits or approvals required by law.
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. An accessory building shall not be located: within 1.2 meters from any property boundary; 2.0 meters from the main building; and, not within any easement area.
7. Accessory buildings are permitted provided the buildings are clearly incidental and complimentary to the main buildings' character, size and use.
8. The accessory building must be located on the lot on which the main building is located.
9. Accessory buildings shall not be used for human habitation.
10. The maximum lot coverage for all accessory buildings is 148 m<sup>2</sup> and a maximum height of 6.0 meters. Accessory buildings must not have a negative effect on neighbouring properties.
11. Accessory buildings shall not be used for commercial or industrial uses on a residential property.
12. Repairs to vehicles, other than minor vehicle maintenance, are prohibited in accessory buildings.
13. The exterior cladding of the accessory building shall match or coordinate with the exterior siding of the main dwelling on the lot and shall be residential in character.
14. Accessory structure not permitted to be located in the Conservation (CON) use zone.
15. Prior to a permit being issued, the applicant is required to provide an updated scaled drawing showing the distance of the accessory building from the side and rear boundary

Councillor Dinn asked if the resident that submitted an objection to the permit was contacted. Ms. Dean noted to her knowledge the resident has been contacted.



2. 217 St. Thomas line B2018-312  
Application to construct an accessory building.

Councillor Willis recommends sending this back to the Planning Committee again because the Town had one other request similar to this one on Donna Road. Deputy Mayor Laurie asked if the resident had access to his driveway on Ashlen Crescent and if so would a change in the civic address affect the application. Ms. Dean noted she would have to take this back to the Planning Committee for more discussion.

Council recommends to refer this back to Planning Committee for further review.

*Note: Councillor Quilty left chambers due to potential conflict of interest.*



3. 54 Three Island Pond CR2018-145  
Application to construct a retaining wall and floating dock.

Council recommended for approval subject to the following conditions:

1. Construction of the retaining wall and floating dock must be in accordance with the conditions of the Conservation zone (as amended). A permit is required prior to the any construction.
2. Prior to the issuance of a building permit, the applicant must submit the following:
  - A copy of the Crown Land License to Occupy.
  - Certificate of Approval from the Water Resources Division, Dept. of Environment. (If required)
  - Approval from the Federal Dept. of Fisheries & Oceans( copy of self-assessment)
3. Public access along the crown reservation must not be impeded.
4. Any conditions imposed by Crown Lands, Dept. of Environment and the Dept. of Fisheries & Oceans must be strictly adhered to.
5. The Town of Paradise reserves the right to add additional conditions to the building permit at the time of issuance.

Councillor Dinn asked for clarification on who would receive the notice. Ms. Dean noted residents within 200 meters and anybody on the pond would receive notice.



4. 1582 Topsail Road C2018-250  
Application to construct an extension to the rear of the existing building.

Council recommended for approval subject to the following conditions:

1. The development must comply with the standards of the Residential Mixed (RM) Zone, Paradise Development Regulations, 2016.
2. Building permit to be obtained prior to commencement of development.
3. Construction must conform to the current **National Building Code of Canada, and any ancillary code.**
4. All work shall be carried in accordance with the requirements of the Town of Paradise Development Regulations, 2016, the terms of this permit, and all other rules and regulations of the Town of Paradise.
5. Prior the issuance of a Building Permit, the applicant must submit the following:
  - i A legal survey and property description of the land shown on the application.
  - ii Two (2) complete sets of revised engineered site and architectural building plans designed by a professional engineer/architect licensed to practice in Newfoundland and Labrador. Plans must include, but are not limited to, detail for existing site conditions, proposed site work, provisions for storm and water/sewer servicing, landscaping, lighting, parking and signage. Building plans must meet the standards of the current National Building Code.
  - iii Approvals from Service NL in relation to Fire/Life Safety & Building Accessibility.
6. This approval does not authorize the occupancy or use of Crown Land or other lands without a lease, grant, or other permission of the Crown Division, Department of Government Services and Lands, or the rightful owner.
7. The issue of this permit does not exempt the permit holder from obtaining any other permits or approvals required bylaw.
8. Any permit placard issued by the Town of Paradise relating to the work authorized must be displayed in full public view on the site.
9. The grade and siting of all buildings on site shall be approved by the Town of Paradise. If a structure is to be placed on a "filled" area, the placement of the fill material must be supervised and certified by an engineering firm as suitable structure fill, as defined under the current National Building Code of Canada.
10. All development to meet the Town of Paradise Foundation Elevation and Lot Grading Policy. Copies of same are available on request.
11. Should blasting be required to prepare this site for development, it is the developers and/or property owner's responsibility to ensure all required permits are obtained from the appropriate government departments and/or agencies. In addition, the Town of Paradise must be notified well in advance of the blasting operation.

Councillor Dinn noted it was discussed previously to update condition #11 of the permit to request proof of blasting license, proof of blasting, and proof of a pre-blast survey in advance of all blasting operations. Ms. Dean noted that she will have this corrected.



5. Westport Drive S2018-007  
Application for Approval in Principle

Council recommended for refusal as the development is considered premature due to the lack of an approvable domestic water supply, is beyond the natural development area at the time of application and would create an unplanned demand for public services and utilities.



6. Crown Land –Sgt. Donald Lucas Drive CR2018-133  
Application for utilities easement for NL Power

Councillor Willis asked if he would be in potential conflict regarding this matter he noted Fairview Investment needs this easement in order to proceed with the development and that Fairview Investments contributed to his Campaign. Mayor noted that he may also be in conflict because they also contributed to his campaign. CAO Niblock noted according to Stewart McKelvey monetary gain has already been realized, therefore, you would not be in conflict. CAO Niblock noted this Council in the past practice have voted each and every time there was a potential conflict. CAO advised that Council should take a vote.

The Mayor asked Council to vote whether Councillor Willis is in conflict.

Vote: In Conflict Councillor Dinn  
Vote not in Conflict Deputy Mayor Laurie, Councillor Martin and Councillor English

The Deputy Mayor chaired the meeting and asked for a vote on whether Mayor Bobbett was in conflict.

Vote: in Conflict: Councillor Dinn

Vote: Not in Conflict: Deputy Mayor Laurie, Councillor Martin and Councillor English.

Council recommended approval of the application for utilities easement for NL Power



4. **PLANNING COMMITTEE:**

1. Order Confirmed – 19 Rob's Road

Council recommended confirming the order issued on June 29, 2018 concerning garbage and miscellaneous debris located at Civic # 19 Rob's Road.

2. Order Confirmed – 1873 Topsail Road

Council recommended confirming the order issued on July 16, 2018 concerning the construction of a gate and posts without a permit located within the Town's right-of-way.

3. Extension to Deadline on order to remove retaining structure – 30 Clearview Heights

The Planning Committee reviewed the request. Given Council granted an extension to the owners of 32 Clearview Heights, the request from the owner of 30 Clearview Heights is not unreasonable. Council granted a month's extension to the Order on 32 Clearview Heights from May 31<sup>st</sup> to July 1st). The property owner at 30 Clearview Heights is seeking an extension to September 1, 2018. Council recommends the deadline to the Order served on 30 Clearview Heights be extended to August 15, 2018. By default, this means, the Order served on 32 Clearview Heights for the remaining structure would be extended as well to August 15, 2018.

Councillor Dinn asked if the Town received a response from the resident. Ms. Dean confirmed. Councillor Dinn stated it is not unreasonable to look at each request individually.



4. 99B Ortega Drive

Council received a request from a resident to give consideration for approval of a building permit of one house on 99 B Ortega Drive, using the right away from Ortega Drive as a driveway.

Council determined that under the current Town of Paradise Development Regulations this would not be permissible. 99B Ortega Drive does not have a frontage on a Public Road. Development in the area could potentially be undertaken if an approved development plan identified how road frontage could be achieved.

Mayor Bobbett asked about the road for all, Ms. Dean advised that the road is not wide enough and it also would not meet the new regulations.

Mayor Bobbett indicated that there are private roads. Ms. Dean advised that these are driveways that existed before the regulations.

Ms. Dean advised that if there was an application for this, it would not be approved.

Councillor Dinn stated that it appears the Town has land locked the development. Ms. Dean responded that there are other issues with this outside of the road width and titles.

Councillor Dinn asked for clarification on the statement “does not currently recommend”. Ms. Dean clarified that it means it is not recommended under the current regulations.

Deputy Mayor Laurie advised that we should notify the resident that Council has discussed and an application would not be approved.

Councillor Martin asked if a vote in the Committee of the Whole has to happen in Public Meeting. Director Smith advised that a motion is not required for this discussion as there is no application submitted this is only for discussion and direction.

Councillor Martin noted he would like to discuss the 271 St. Thomas Line application and how it compares to this one.

Councillor Martin noted when referring to 271 St. Thomas Line if the frontage was on the other side of the street and if the residents put in an application to have the civic address changed, the frontage of the road would be changed. The Mayor noted this would not change in this case because of legal issues and the road is not wide enough. Ms. Dean noted the road had to be 15m right away according to the Town’s Standard Concept Plan. She noted the road still would not be wide enough.

Note: Councillor Quilty left chambers due to potential conflict of interest. (For discussion on 271 St. Thomas Line)

Councillor Willis asked if it would work if the owner brought the road up to Town’s standards. Ms. Dean noted to bring the road up to standard would be costly. Councillor Quilty noted this will go back to Planning Committee to advise the resident.

##### 5. Karwood Retirement Extension Request for Parking Relief

Karwood Retirement Retreat is requesting relief from the parking requirements in the Development Regulations, 2016 for a proposed extension to the existing Facility at 39 Karwood Drive.

Ms. Dean noted there would be two letters: the first would be for the week days and the second would be for the weekends.

Council agreed to grant the parking relief at Karwood Retirement.



##### 6. Paradise Lakewynds Subdivision – Request to maintain fill onsite – Update

*Note: Councillor Quilty left chambers due to potential conflict of interest.*

Councillor English stated at the July 3 regular meeting, Council referred the matter of the fill material height (Condition 3 of the approval) from Phase 1 of Paradise Lakewynds subdivision back to Planning Committee for a recommendation. The Town is not in possession of documents that would indicate a change of ownership of the parcel of land on which the fill is located. Councillor English noted all other conditions (1 through 5) of the approval for the request to maintain the fill. He noted the Planning Committee wishes Council to give direction from one of the two options concerning the height of the fill addressed in condition 3:

- A. Require the Developer to reduce the height of the fill to 10 feet with sloping at 2H: 1V and hydro-seeded. Remove all fill if development of this phase does not commence before August 2018, and with-hold building permits on one lot to maintain access to the fill material.
- B. Require the Developer to removal all fill immediately.

Ms. Dean noted because the fill is in behind the house and we are suggesting moving it at a later date, she would recommend pulling at least one permit off Nicholas Place so there will be access to the development. Councillor Willis asked if they will be screening on site. Ms. Dean said there is no regulation stating you cannot screen onsite. CAO Niblock asked for clarification if the developer is to lower the pile does this mean there will be smaller piles made. Mayor responded no the fill will be removed.

Council agreed upon option A: Require the Developer to reduce the height of the fill to 10 feet with sloping at 2H: 1V and hydro-seeded. Remove all fill if development of this phase does not commence before August of 2019, and with-hold building permits on one lot to maintain access to the fill material.

5. **ECONOMIC DEVELOPMENT COMMITTEE:**

There were no reports for the meeting.

6. **COMMUNICATIONS COMMITTEE:**

There were no reports for the meeting.

7. **INFRASTRUCTURE & PUBLIC WORKS COMMITTEE:**



- 1. McNamara Drive/Topsail Road/Clearview Heights Roundabout Change Order No. 2 – Additional Engineering Fees.

Councillor Willis noted to facilitate construction of the roundabout; land acquisition is required at the former ACAN site. This site is currently owned by ALRE



Properties Inc. and is under development. He noted there is a significant grade change between the intersection and the ALRE site. He stated sloping was proposed to grade into the ALRE development but at 3m difference in height, this would extend far into the development. He stated if the Town were to acquire the slope, the Town would need to acquire 3305m<sup>2</sup> at an estimated cost of approximately \$463,000. The alternative to sloping is to construct a retaining wall. Councillor Willis stated this significantly reduces the land acquisition cost, to 1594m<sup>2</sup> at a cost of roughly \$224,000. Resulting in a savings of \$239,000. The retaining wall will be included in the Roundabout project and is an addition to the scope. He noted a retaining wall is estimated to cost \$154,800 plus HST. Progressive Engineering and Consulting has requested a Change Order for engineering services in the amount of \$8000 plus HST.

Council approved the Change Order No 2 for additional Engineering fee for the McNamara Drive/Topsail Road/Clearview Heights roundabout.



2. Electrical Connection – Donna Road Diesel Generator

Councillor Willis stated the Town awarded the tender for the replacement of the Gabion Wall on Topsail Road in June 2017. He noted since that time additional work has been added to the scope of the project which includes a new Diesel back-up Generator for the water supply pumps at Donna Road. The Town awarded NL HVAC to supply a new Diesel Generator for the Donna Road pump station at the November 7, 2017 Council meeting. The new back-up Generator is to be delivered in the coming days. He noted the supplier for the Generator recommends we pull the wire for connection under the concrete pad prior to the generator being placed to make for easier connection.

Council agreed upon awarding Sonic Electrical Ltd to perform the Electrical connection to Donna Road Diesel Generator at a cost of \$19,988 plus HST.



3. Watermain System Supply Study – Watermain on Lanark Drive Extension – Update.

Councillor Willis & Mayor Bobbett both asked if there is a potential conflict of interest regarding Fairview Properties

Vote in Conflict: Councillor English  
Vote not in Conflict: Deputy Mayor Laurie, Councillor Quilty, Councillor Dinn and Councillor Martin.

CAO Niblock noted this is for the entire Town not just one or two developments.

Councillor Dinn noted we need to get the conflict of interest clarified.

Councillor Willis stated the Water System Master Plan prepared by CBCL recommended no additional development above the 160m contour. He noted the Town has received interest in several developments above the 160m contour

and requested CBCL to evaluate the Town's water supply with respect to these upcoming developments. He noted they found some developments can be serviced up to the 180m contour with no additional work done to the system. However there are still some areas where adequate pressure of 40psi cannot be achieved at the 180m contour, they are bounded by the 160m contour. He stated CBCL has recommended installation of a 300mm watermain from Lanark Drive (near Marble Avenue) to Paradise Road via Dina Place which could improve pressure issues for these developments. This work could be done in conjunction with the sanitary sewer upgrades at Lanark Drive, which is expected to be done in 2018. Councillor Willis stated the same easement can be used for both mains the only deviation would be the connection with Paradise Road. He noted the watermain will have to connect via Dina Place or Adam's Pond Road. Councillor Willis stated Progressive Engineering and Consulting has submitted a breakdown of Engineering Fees and a construction estimate for this work has been attached to the agenda (all costs include HST). He noted the Town will need to source additional funds from another avenue to cover the additional costs.

Council agreed to add this to the Tender.



4. 2018 Water and Sewer Change Order No. 1 – Additional Engineering Fees.

Councillor Willis stated the 2018 Water and Sewer Project is being finalized to submit for approval. He noted in completion of this project several additions were identified which require consideration in design.

Council agreed upon approving Change Order No 1 for the additional Engineering Fees for the 2018 Water and Sewer.

8. **RECREATION COMMITTEE:**



1. Consulting Fees for Construction of Tunnel

Deputy Mayor Laurie stated as a safety precaution, it was decided constructing a tunnel in order to safely transport the Zamboni from the Zamboni Room and Rink A was required. She noted the tunnel will be constructed by Summit. The cost for the construction of the tunnel was previously approved at a Council meeting through a Change Order. In addition to this, there were consulting fees from DBA Consulting at a cost of \$3,150 + HST. She noted the Committee is seeking approval from Council to approve the consulting fees from DBA Consulting

Council agreed to approve the consulting fees for the construction of the tunnel.



2. Paradise Adventure 50+ Club Bus Tour Fees

Deputy Mayor Laurie noted at the most recent Recreation Committee Meeting the Committee discussed the request from the Paradise Adventure 50+ Club seeking reimbursement for two bus tours they completed in 2017. She stated the first one was for travel from St. John's to Twillingate and return July 14-15, 2017 at

cost of \$3,500 + HST. The second tour was from Paradise to Ferryland and return on July 25, 2017 at a cost of \$1,300 + HST. Total cost the seniors club is seeking reimbursement for is \$4,800 + HST. She noted as Council is aware, the Town of Paradise covers the cost for two bus tours for the seniors club each year. The Committee feels it would be ideal to develop a Memorandum of Understanding between the Town of Paradise and the Paradise Adventure 50+ Club as it relates to bus tours and set \$5,000 as the maximum allowable for reimbursement. She noted the Recreation Committee is seeking approval from Council to reimburse the Paradise Adventure 50+ Club for two bus tours in 2017 and also seeking approval to develop a Memorandum of Understanding between the Town of Paradise and the Paradise 50+ Club as it relates to bus tours and set a maximum allowable amount.

Council agreed to reimburse the Paradise Adventure 50+ Club for the two bus tours for 2017 and to develop a Memorandum of Understanding.

Councillor English suggested that the invoices should be received in a timely manner.



3. Peter Barry Duff Memorial Park Entrance

Deputy Mayor Laurie stated the Recreation Committee recently received a letter from the Peter Barry Duff Memorial Park Commission outlining their plan to construct a new entrance to the Peter Barry Duff Park. The cost of this project is \$71,000. They currently have \$31,000 available to cover some of the cost, however, they are looking for the Town to assist with the remaining \$40,000 needed to complete this project. She indicated It should be noted the town provides the commission with a \$10,000 operating grant yearly. Therefore, the request this year is to provide an additional \$30,000. The Peter Barry Duff Development Commission will comply with all planning regulations and consult with the Town's Planning Department as it relates to the construction of the new entrance. Deputy Mayor Laurie stated the Recreation Committee is recommending Council support the funding request from Peter Barry Duff Memorial Park Commission to complete renovations to the park entrance. Mayor Bobbett asked if this will use up the entire beautification budget. Deputy Mayor Laurie noted we would use \$11,000. Councillor English noted he asked in the past for the financial statements because we are giving the commission money. Councillor English asked how this would work, would the Town pay the money and the commission do the work? Mayor inquired if this would go through the tender process. Deputy Mayor Laurie noted this would not be tendered and noted they already have their consultant and would be taking on this project themselves. Councillor Dinn inquired if the commission got their consultant through sole sourcing. He noted if they would have gone through the tender process they may have received a lower price. Council agreed to send this back to the Recreation Committee for more clarification and to request a copy of the 2017 Financial Statements.



4. 2018 Sun Splash – Paddle in Paradise Schedule of Events

Deputy Mayor Laurie stated at a recent Recreation Committee meeting, the Committee reviewed the 2018 SunSplash – Paddle in Paradise schedule of events. It will commence on Sunday, August 12 with events for all ages taking place throughout the week and will conclude on Sunday, August 19. She noted the Recreation Committee is recommending approval of 2018 SunSplash – Paddle in Paradise schedule of events.

Council recommended approval of the SunSplash – Paddle in Paradise schedule of events.

9. **CORRESPONDENCE:**

No items for this meeting.

10. **OTHER BUSINESS:**

Councillor Dinn noted that the previous Recreation Committee meeting discussed the condition of the BBQs when returned. He would recommend for groups who are using Town equipment such as the kitchen stove, BBQs should be charged a temporary damage deposit and the fee be reimbursed if it is returned in the state they received it. He noted that maybe a policy should be put in place for this.

Deputy Mayor Laurie noted this was discussed in the previous minutes of the Recreation Committee and staff are looking at solutions.

Councillor English asked if the Town charges outside catering an additional fee above the rental fee for use of the kitchen.

Deputy Mayor Laurie advised that the Town does not charge kitchen fees to community user groups, but charges \$150 to all other groups that use the kitchen facilities. She also advised that it will be brought to the Recreation and Leisure Services Committee for discussion.

Councillor Dinn followed up on a petition received from the residents of Christopher Street. CAO noted it was referred to the Planning Committee for discussion.

Deputy Mayor Laurie asked for an update on the Rovers' test holes. There is nothing further to report at this time.

Councillor Quilty asked about the Cleaning Contract Tender. CAO Niblock noted the Town received one non-compliant tender. It has been re-tendered.

Councillor Quilty asked if the Town has a contract for users of the St. Thomas Community Center. CAO noted all buildings follow the same contract. Recreation is currently reviewing and updating rental contracts.

Councillor Quilty received a call from residents regarding the trailer park. She asked if the trailer has been removed from the site. CAO Niblock noted a discussion with the resident but no application has been received. Ms. Dean stated staff has touched base and is working with the residents to get it resolved.

Councillor Willis noted on St. Thomas Line near the treatment plant there is a problem with rodents. He noted residents asked why there would be so many rodents in the area. Mayor asked Councillor Willis to forward to committee to follow up.

Councillor Willis inquired about 7 Grandview Avenue. The Mayor noted he is not aware of any updates and noted that it is a sensitive file. We are advised by various enforcement organizations on what the Town can and cannot do. CAO stated she is checking on the information Councillor Willis requested and noted she would have it for the next Finance meeting.

11. Meeting adjourned at 8:00 p.m. Deputy Mayor Laurie second by Councillor Quilty.

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Dan Bobbett, Mayor

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Terrilynn Smith, Town Clerk

**BILLS FOR PAYMENT**

17-Jul-18

SUPPLIER	INVOICE	AMOUNT	DESCRIPTION
Allied Construction	MAY312018	408,570.59	St. Thomas line waste water upgrades
Bell Aliant	INV1600905	6,463.46	Telephone bill - June 21, 2018
City of St. John's	RW 201712-3	122,138.78	Water consumption for Dec 2017
City of St. John's	RW 201806-3	130,406.77	Water consumption for June 2018
City of St. John's	RW 201805-3	134,005.39	Water consumption for May 2018
City of St. John's	17847	39,282.42	Tipping fees - June
D&T Maher Excavating	75	21,718.90	Relocation of power line
GMC	7XD05943637	33,914.65	2018 Silverado 4wd double cab
GMC	7XD05943462	33,914.65	2018 Silverado 4wd double cab
GMC	7XD05943645	33,914.65	2018 Silverado 4wd double cab
Metrobus	10458	26,062.62	April Transit charges
Municipal Assesment Agency inc.	100009	61,924.50	Third quarter assessment fees
Newfoundland HVAC LTD.	83803	9,885.40	HVAC Mainteneence - annual
O'Donnell High	JUN292018	5,219.20	70% of Box office sales for highschool hockey Oct-Mar
Telus	26244756061	5,752.34	charges as of June 27th 2018
UPLAND	356	15,249.00	Recreation Master Plan

Be it resolved that invoices in the amount of **\$1,088,423.32** be approved for payment, as submitted by the Director of Corporate Services.

