



**TOWN OF PARADISE
PUBLIC COUNCIL MEETING
TUESDAY, APRIL 17, 2018
TOWN HALL, PARADISE
8:00 P.M.**

PRESENT:	Chairperson	Dan Bobbett, Mayor
	Deputy Mayor	Elizabeth Laurie
	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 Planning & Protective Services	Alton Glenn
	Director of Infrastructure & Public Works	Garry Spencer
	Director of Recreation & Leisure Services	Conrad Freake
	Acting Assistant Town Clerk	Melanie Bartlett
ABSENT:	Councillor	Paul Dinn

1. The meeting was called to order by Chairperson Bobbett at 8:00 p.m.
2. **PROCLAMATION:**

Mayor Bobbett read and signed a Proclamation proclaiming the month of April to be Child Abuse Prevention Month.
3. **ADOPTION OF THE MINUTES OF THE COMMITTEE OF THE WHOLE OF APRIL 3, 2018 MEETING:**

M18-112 Moved by Councillor Willis, seconded by Councillor Quilty to adopt the Minutes of the April 3, 2018 Committee of the Whole Meeting.

Motion carried

4. **BUSINESS ARISING FROM THE MINUTES OF THE COMMITTEE OF THE WHOLE FOR APRIL 3, 2018:**



Councillor English informed council that under St. Thomas Line Waste Water Treatment Plant Change Order update on page 8 sections 7.3 should have stated that the project to date is approximately \$1 million under budget.

Council adopted the minutes with the changes.

5. **ADOPTION OF THE MINUTES OF PUBLIC MEETING OF APRIL 3, 2018 MEETING:**



M18-113 Moved by Councillor Martin, seconded by Councillor Quilty to adopt the Minutes of the April 3, 2018 Public Meeting.

Motion carried.

6. **BUSINESS ARISING FROM THE MINUTES OF THE PUBLIC MEETING FOR APRIL 3, 2018:**



There was no business arising from the minutes.

7. **PERMITS:**



1. M18-114 Moved by Councillor Willis, seconded by Councillor Martin to approve application, C2017-070, for a home based office at 111 Topsail Pond Road subject to seven (7) conditions.

Motion carried.

8. **COMMITTEE REPORTS:**

FINANCE COMMITTEE:



1. Accounts for Payment

M18-115 Moved by Councillor Quilty, seconded by Deputy Mayor Laurie that invoices in the amount of \$ 319,163.23 be approved for payment as submitted by the Director of Corporate Services.

Motion carried.



2. Records Retention Policy

M18-116 Moved by Councillor Quilty, seconded by Deputy Mayor Laurie that the Town of Paradise adopt the updated Records Retention Policy CS-013 as presented.

Motion carried.

8. **COMMITTEE REPORTS:**

FINANCE COMMITTEE:



3. Recognition Policy

M18-117 Moved by Councillor Quilty, seconded by Councillor Willis that the Town of Paradise adopt the Employee Recognition Policy as presented.

Motion carried.



4. Topsail Road Widening – Expropriation

M18-118 Moved by Councillor Quilty, seconded by Councillor Martin that the Town of Paradise remit payment in trust to Stewart McKelvey Lawyers in the amount of \$29, 941.18 plus \$3,641.50 for legal costs associated with file (SM004929) as it relates to expropriation costs of Topsail Road widening.

Motion carried.

PLANNING COMMITTEE



1. M18-119 Moved by Councillor Quilty, seconded by Councillor Willis.

“BE IT RESOLVED that the order issued by the Town of Paradise on April 6, 2018 concerning removal of fencing, retaining wall and deck at 30 Clearview Heights for which a permit was not issued be confirmed”.

Motion carried.



2. M18-120 Moved by Councillor Quilty, seconded by Deputy Mayor Laurie.

“BE IT RESOLVED that the Town of Paradise recommend approval to the Provincial Crown Lands Administration Division for a portion of an area of crown land applied for by Karwood Estates Inc.”

Motion carried.



3. M18-121 Moved by Councillor Quilty, seconded by Deputy Mayor Laurie.

“BE IT RESOLVED that the Town of Paradise inform the City of St. John’s that it has no objections to the proposed St. John’s Urban Region Regional Plan Amendment No. 1, 2018.”

Motion carried.

8. **COMMITTEE REPORTS:**

ECONOMIC DEVELOPMENT COMMITTEE



1. M18-122 Moved by Councillor Martin, seconded by Councillor Willis.

“BE IT RESOLVED that the Town of Paradise retain MDB insight to undertake a Business Retention and Expansion Project and associated data collection.”

Motion carried.

INFRASTRUCTURE & PUBLIC WORKS COMMITTEE



1. M18-123 Moved by Councillor Willis, seconded by Deputy Mayor Laurie.

“BE IT RESOLVED that the Town of Paradise obtain Xylem, 157 Glencoe Drive, Mount Pearl to carry out necessary repairs to the Main Distribution Pump at Sewage Pump Station 10 at the quoted price of \$31,000 plus HST.”

Motion carried.



2. M18-124 Moved by Councillor Willis, seconded by Councillor Quilty.

“BE IT RESOLVED that the Town of Paradise obtain Atlantic Trailer & Equipment, Mount Pearl to Supply & Deliver one (1) Portable Materials Screener for the bid price of \$51, 900 plus HST.”

Motion carried.



3. M18-125 Moved by Councillor Willis, seconded by Councillor Martin.

“BE IT RESOLVED that the Town of Paradise obtain First Choice Paving, Paradise to Supply Topsoil & Sodding Services for 2018 season for the bid price of \$142,500 plus HST.”

Motion carried.

Councillor English asked in respect to the Topsoil and Sodding services if it was an open purchase order. Mayor Bobbett responded and stated the tender is for up to 150,000 square feet of sods.

8. **COMMITTEE REPORTS:**

INFRASTRUCTURE & PUBLIC WORKS COMMITTEE



4. M18-126 Moved by Councillor Willis, seconded by Deputy Mayor Laurie.

“BE IT RESOLVED that the Town of Paradise award Engineering Services of the Karwood Drive Roundabout Modifications to Harbourside Transportation Consultants in the amount of \$18,665 plus HST.”

Motion carried.

8. **COMMITTEE REPORTS:**

RECREATION COMMITTEE



1. M18-127 Moved by Deputy Mayor Laurie, seconded by Councillor Quilty.

“BE IT RESOLVED the Town of Paradise award Turf Maintenance tender to Kent Building Supplies in the amount of \$25,554.68 HST included.”

Motion carried.



2. M18-128 Moved by Deputy Mayor Laurie, seconded by Councillor Martin.

“BE IT RESOLVED that Town of Paradise enter into an agreement with the Department of National Defense for use of Recreation Facilities as per contract.”

Motion carried.



3. M18-129 Moved by Deputy Mayor Laurie, seconded by Councillor Martin.

“BE IT RESOLVED that the Town of Paradise approve installation of additional door at St. Thomas Community Centre at cost of \$6,942.00 + HST to SEA Contracting.”

Motion carried.

7. **NEW/UNFINISHED BUSINESS:**



1. Deputy Mayor Laurie informed Council that on April 24, 2018 at 7:00 at the Double Ice Complex the Town will hold a public information session on the proposed plans for the Topsail Road Roundabout and the Clearview Heights upgrades. She stated there will be engineering consultants and representation from NL Power.



2. Councillor English inquired about Privacy Commissioners report in response to a complaint regarding surveillance cameras around town facilities. He stated he only recently became aware that the town had issues with the Privacy Commissioner. He stated that this had nothing to do with the election, but stated that back in September an individual filed a complaint with the Privacy Commissioner addressing the concerns of the cameras being used for collection and use of personal information. He stated when the report came out on April 3rd, 2018; he had received an email that the report was coming forward. He also stated that the report stated that the Town has 10 days to provide the information to the Privacy Commissioner or the matter can go to the trial division of the courts declaring that the Town does not have to comply with the Privacy Commissioner's recommendations. The essence of the complaint is that the individual(s) is concerned with the excessive use of the video surveillance concerning their privacy. Councillor English stated he totally supports the use of video surveillance in the town facilities giving the history of the theft, damages and vandalism which certainly warrants the use of the video surveillance. He stated that he was unaware of the extent of the video surveillance in the town. He stated there are 87 cameras throughout the town facilities. Councillor English also stated that the report basically is looking for more information of why we have the surveillance and the logic of doing so. His first thought is to comply with the Privacy Commissioner. He stated that in his opinion the Town don't need to go to court if the Town complies with the report.

Councillor English stated that there are various correspondence going back and forth from the Town to the Privacy Commissioner from September 2017 to April 3 2018 he stated that he has never seen the report and is requesting a copy of the report.

Mayor Bobbett stated that all of the reports and information have been going through the Towns ATIPP coordinator Director Smith. He also stated, for privacy reasons that is why the Town is not privy to the actual report but most of it is handled through the Town's ATIPP coordinator. Councillor English responded and stated if it is an ATIPP request from an individual he stated that he should not be involved in the matter. He stated this is an issue between the Privacy Commissioner and the Town of Paradise. Mayor Bobbett noted that the Privacy Commissioner came out with an interpretation of the ATIPP act of how it applies to the public

bodies and the cameras. The policy was created back in 2016 and was done in conjunction with Union and staff and was implemented with several drafts to make sure everything was covered. He said that the surveillance cameras were very expensive and was installed to protect the assets of the Town due to fire alarms being pulled, a bomb threat at the Double Ice Complex and several break-ins. Mayor Bobbett also stated that a tender was put out for security cameras, developed a policy, installed the cameras in all the buildings to protect the assets of the town. He stated the cameras have been very effective and recently the Privacy Commissioner came out with an interpretation of the act as it pertains to the cameras and public areas and basically talked about if the Town will respond to the Privacy Commissioners recommendations, to turn off the cameras. Mayor Bobbett stated that the ATIPP Coordinator and CAO Niblock have been communicating back and forth with Mr. Malloy, Privacy Commissioner, to work through the issues. The town has to come back with a response as per the act within 10 days. Our response is we don't comply and will follow the process and will still communicate with Mr. Malloy. CAO Niblock stated that the town does comply but will not follow the Privacy Commissioners recommendations.

Councillor English stated that the Privacy Commissioner is asking for the Town to provide the information and that if the Town hasn't provided the information to comply with the request of information and there wouldn't be any need to turn off the cameras because the Town has met the Privacy Commissioners requirements. Councillor English stated that he is not in favor of turning off the cameras. His concerns are if the town has gone too far with invading privacy of individuals by excessive use of the surveillance cameras.

Councillor English asked if the information that has been provided to the Privacy Commissioner been shared with anyone else because he wasn't aware that it had existed. CAO responded and stated that the correspondence is only between the Privacy Commissioner and ATIPP Coordinator. She stated she had received the actual report the one that was forward to council the same day from the commissioner. This is how the process works. CAO Niblock brought it to the attention of Council other than that it's an operational thing that gets handle by the ATIPP coordinator. CAO Niblock stated that she had numerous conversations with the Commissioner and stated that the Commissioner listed out things that he thought the Town could do. It's not a matter of providing the information, it's the matter that the Commissioner feels that the Town's reasoning for the cameras does not satisfy what he feels is necessary. It's not that the town has withheld information from him. He says it still doesn't satisfy the requirements of the ATIPP. CAO Niblock stated that herself and ATIPP Coordinator is continuing to work with the Privacy Commissioner, hoping to have it all resolved before it goes to court.

Councillor English stated that the Town has spent \$350,000 in legal fees last year and he noted that he is uncomfortable taking the issue to court.

CAO Niblock responded and stated that the Town has provided the Privacy Commissioner with all the information they have requested, but the town is not accepting the recommendations on shutting down the cameras. Mayor Bobbett responded and stated that the Town's surveillance policy was implemented by town staff and cameras were installed to protect the assets of the town due to past break-ins, damages, vandalism, theft and threats to public safety and Town staff. He stated there are guidelines in the policy as to what's being recorded.

Mayor Bobbett also stated that they will follow the process with the information and work with the Privacy Commissioner. The matter will likely not be heard in court until sometime near the end of 2018. CAO Niblock stated that the cameras will stay in operation until a decision on the matter has been made in court. Mayor Bobbett also stated that there are guidelines in the policy about what is being recorded. He stated if you are not doing anything wrong you shouldn't have anything to worry about.

Mayor Bobbett and CAO Niblock both stated that the cameras are not directed at staff workstations, bathrooms, or change rooms. The cameras are only in public areas of the facilities. All cameras that are in place are there to protect the assets of the town and Mayor Bobbett stated they will continue to work with the commissioner to try to resolve the issues as it moves forward.

Councillor Willis, Councillor Quilty and Councillor Martin voiced their support on the use of the surveillance cameras.



3. Mayor Bobbett recognized and commended staff on their involvement in Jersey Day in support of the tragic accident of the Humboldt Broncos Hockey team. Town staff had raised \$150 to support the families. He suggested for Council to match the money raised.

M18-130 Moved by Councillor Willis, seconded by Councillor Quilty to match the \$150 donation raised by the staff.

Motion carried.



4. Mayor Bobbett commended staff for their involvement in the Autism Purple Day.

8. **M18-131 Moved by Councillor Willis, seconded by Deputy Mayor Laurie to adjourn the meeting at 8:50p.m.**

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Town of Paradise
Public Council Meeting
Tuesday, April 17, 2018
Town Hall, Paradise
8:00 p.m.

Dan Bobbett, Mayor

Terrilynn Smith, Town Clerk

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

PRESENT:	Chairperson	Dan Bobbett, Mayor
	Deputy Mayor	Elizabeth Laurie
	Councillor	Allan English
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	Director of Infrastructure & Public Works	Garry Spencer
	Director of Recreation & Leisure Services	Conrad Freake
	Acting Assistant Town Clerk	Melanie Bartlett
ABSENT:	Councillor	Paul Dinn

1. The meeting was called to order by Chairperson Bobbett at 6:00 p.m.

2. **FINANCE COMMITTEE:**

1. Accounts for payment

Council recommended that accounts in the amount of \$319,163.23 be approved at the April 17, 2018 Public Meeting.

2. Records Retention Policy

The records Retention Policy was created in 2014. The latest report from the office of information and Privacy Commissioner recommended that the Town update its Records Retention Policy to be more specific in how election documents outside the ballot boxes are handled.

The Policy has been updated to reflect elections documents outside those identified in the Municipal Elections Act. The Town has also added a section on the data and records from video surveillance which is line with the Towns video

2. **FINANCE COMMITTEE:**

Surveillance Policy as well. It will also reflect the retention schedule for records obtained through the Motor Vehicles Registration Division system, used by the Municipal Enforcement Officers.

Council recommended to adopt the updated Records Retention Policy CS-013 as presented.

3. Recognition Policy

Is important to recognize the significant contribution that employees make to the Town through the excellence of the work they perform, the exemplary behaviour they demonstrate and the positive results they achieve.

The policy outlines guidelines in how employees will be recognized for their years of service as well as retiring employees. The policy is important to ensure that recognition is carried out in ways that reflect the underlying values of the town and is applied consistently across the organization.

Council recommended to adopt the Employee Recognition Policy as presented.

3. **PERMITS:**

1. 19 McNamara Drive D2018-040
Application for approval of a Private Club and Place of Worship.

Council discussed concerns with available parking.

Council recommended referring the application back to Planning Committee for further review and discussion.

2. 1956 Topsail Road C2018-005
Application for approval in principle for Medical Cannabis Production Facility

Council recommended that the applicant would be required to organize a public information session on the proposed cannabis production facility. The forum should include a federal representative available to answer any questions or respond to concerns from the general public in relation to federal regulations governing cannabis production facilities. The application will be deferred awaiting outcome of the information session.

3. PERMITS:

3. 111 Topsail Pond Road C2017-070
Application for Home based Office

Council recommended to approve application with the following conditions:

1. The home office must meet the requirements of Section 5.12 of the Town of Paradise Development Regulations, 2016 as follows:
 - a. Shall not occupy more than 25% of the total floor area of the dwelling;
 - b. Have no exterior open storage or display of goods, materials or equipment;
 - c. Must have no employees other than a resident of the dwelling; and
 - d. Shall have no signage associated with the home office use.
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.
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 ¾ 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.

4. PLANNING COMMITTEE:

1. Order Confirmed – 30 Clearview Heights

Council recommended to confirm the Order issued on April 6, 2018 concerning removal of fence, retaining wall and deck at 30 Clearview Heights for which a permit was not issued.

2. Crown Land Referral for Karwood Estates

The Town has received a referral from Crown Lands regarding an application from Karwood Estates for a grant of Crown Land close to Neil's Pond. Council approved this tract of land in a previous application (2016) by Karwood Estates, to be included in future phases of the Neil's Pond Subdivision. Karwood Estates is now ready to move the next phase of the subdivision forward and has re-applied for Council approval.

4. **PLANNING COMMITTEE:**

2. Crown Land Referral for Karwood Estates

Council recommended to approve the application with the following conditions:

1. Crown Land to be conveyed must be in general conformance to the plan referred to the Town for approval.
2. The Crown Land must be acquired prior to a subdivision permit being issued.
3. The issue of this permit does not exempt the applicant from obtaining any other ovals required by law.
4. The Crown Land must be used as part of an approved subdivision.
5. The area of Crown Land under this recommendation is indicated on the attached plan.

3. Regional Plan Amendment Referral

The Town has received a St. John's Region Regional Plan referral from the City of St. John's. It proposes a zoning change for a piece of property in the Quidi Vidi area to allow for the development of two (2) residential lots. All Regional Plan Amendment proposals by any of the 15 municipalities within the region require referrals to other 14 municipalities.

The area in question is currently zoned Public Open Space. The proposed change is to Urban Development.

The proposed amendment has no direct impact on the Town nor does it contrary to any of the major policy statements within the Regional Plan.

Council recommended informing the City of St. John's that it has no objections to the proposed St. John's Urban Region Regional Plan Amendment No. 1, 2018.

5. **ECONOMIC DEVELOPMENT COMMITTEE:**

1. Business Retention and Expansion Project

Fostering a supportive business environment in which the Town's existing businesses can grow and thrive is extremely important and is one of the cornerstones of economic development. Nurturing the growth of local businesses can create jobs, add to tax base, and foster healthy communities more quickly than investment attraction activities.

5. ECONOMIC DEVELOPMENT COMMITTEE:

The Town's economic development strategy has identified a Business Retention and Expansion (BR+E) exercise as a high priority to achieving its goals for retaining and expanding existing business.

Basic company information and industry classifications need to be collected on the business to build upon our business intelligence, which can also be used to populate the business directory for interested companies. This data collection will be part of the BR+E project. The recommended firm will collect basic and in depth business information and use their developed approach to provide a list of the practical priorities of us to focus upon.

MDB insight is Canada's largest specialist economic development consultancy firm. Triage BR+E is an approach developed by MDB using derived importance brought over from the private sector where it has been used for years to determine levels of customer satisfaction.

Equipped with this information, the Town can not only gain important insights about the business community but can connect with local businesses most in need of assistance, building stronger relationships and supporting local economic growth.

Council recommended to retain MDB insight to undertake a Business Retention and Expansion project and associated data collection.

6. COMMUNICATIONS COMMITTEE.

There were no reports for this meeting.

7. INFRASTRUCTURE & PUBLIC WORKS COMMITTEE:

1. Sewage Pump Station #10 – Main Pump Repairs

Sewage Pump Station #10 at the intersection of St. Thomas Line and Topsail Road currently has three distribution pumps, two which are required to keep the station operating and one for emergency backup. During a regular routine maintenance, it was noted that one of the pumps needed a full overhaul or to be repaired.

A quote obtained by Xylem for this pump repair is \$31,000 plus HST. This is not a budgeted item but rather an emergency breakdown. However there is money under the 2018 Environmental Health Budget to carry out these repairs. Xylem is the only local provider of services for this type of submersible pumps Council recommended to obtain Xylem, 157 Glencoe Drive, Mount Pearl to carry out necessary repairs to the main distribution pump at sewage pump station 10 at the quoted price of \$31,000 plus HST.

7. INFRASTRUCTURE & PUBLIC WORKS COMMITTEE:

2. Supply & Delivery of One (1) Portable Materials Screener

During the past number of years the Infrastructure and Public Works Department has rented a portable screener from a local contractor for the purpose of screening of topsoil and recycled asphalt which is used during winter maintenance.

The Town recently invited tenders for the supply and delivery of one (1) portable materials screener as per 2018 budget. There was only one company that expressed interest in this tender and a bid was submitted at tender closing time. The company was Atlantic Trailer & Equipment in the amount of \$51,900 plus HST.

Council recommended to obtain Atlantic Trailer & Equipment, Mount Pearl to Supply & Deliver one (1) Portable Materials Screener for the bid price of \$51,900 plus HST.

3. Supply of Topsoil & Sodding Services for 2018

Each year the Infrastructure and Public Works Department obtains a landscaping contractor to make necessary repairs to damaged lawns, playgrounds and field maintenance.

The Town recently invited tenders for the supply of topsoil and sodding services (150,000sq feet) for the 2018 season. A number of companies expressed interest in this tender with four companies submitting qualifying bids by the tender closing time.

The lowest bid was supplied by First Choice Paving in the amount of \$142,500 plus HST. There are sufficient funds under the current year's budget for this service.

Council recommended obtaining First Choice Paving, Paradise to supply Topsoil and Sodding service for 2018 season for the bid price of \$142,500 plus HST.

4. Karwood Drive Roundabout Modifications

Construction of the roundabout at Karwood Drive and Kenmount Road in 2014 unintentionally encroached upon and cut off access to the vacant land at 71-79 Karwood Drive. In an attempt to reconcile this, the Town has committed to providing access to the lot.

Harbourside transportation Consultant did the design for the original roundabout; therefore the Town asked them to provide a concept plan for the new access and

7. INFRASTRUCTURE & PUBLIC WORKS COMMITTEE:

roundabout modifications, as well as a proposal for detailed design. HTC provided for detailed design and preparation of a tender package. The Town has budgeted money in the 2018 budget for these modifications. HTC has provided a proposed lump sum fee of \$18,665 plus HST to complete this work.

Council recommended awarding Engineering Services of the Karwood Drive Roundabout Modifications to Harbourside Transportation Consultants in the amount of \$18,665 plus HST.

8. RECREATION COMMITTEE:

1. Turf Maintenance Material

Standard turf maintenance material used annually on all recreation grounds throughout the Town and includes such things as pelletized lime, various fertilizers, turf grass seed, field lime marking powder and calcium chloride.

A public tender for turf maintenance material closed on March 21, 2018 with only two bids. Kent building supplies was the lowest bidder at a bid cost of \$22,221.46 plus HST.

Council recommended awarding the Turf Maintenance Tender to Kent Building Supplies in the amount of \$25,554.68 HST included.

2. SunSplash Festival

The Sunsplash Festival is the Town's annual festival. It will run from August 12 to 19. The concert is on Friday night, August 17.

Council recommended to approve the schedule of events for the Sunsplash - paddle in Paradise Festival and allow for extended hours to hold the Sunsplash Concert.

3. Canada Day Set up in Paradise Park

Canada day is a huge day in Paradise with crowds in the thousands coming out to take in the festivities. Free activities are set by town staff and Thomas Amusements are also scheduled to set up throughout the week of June 26 to July 1st.

Deputy Mayor Laurie stated that due to the ongoing renovations to the Double Ice Complex from May to September, Canada Day activities will have to be moved to the grassy fields and crush stone area in Paradise Park. Thomas Amusements have been asked to have insurance set up in case of property damage due to the equipment set up.

8. RECREATION COMMITTEE:

Council recommended approving the events on Canada Day and using Paradise Park as the location.

4. Department of National Defense, Membership Agreement

The town has received a request from Ms. Judy Voisey, Personnel Services Officer with the Department of National Defense (DND). DND is requesting a special membership arrangement for military community members living in and around Paradise and Conception Bay South to access recreation facilities in the Town of Paradise. Under this arrangement, DND will pay the Town of Paradise an annual fee of \$3,500 plus HST per year for military community members, who hold a CFS St. John's recreation membership, to access the Rotary Paradise Youth and Community Center and the Paradise Double Ice Complex.

Council recommended entering into an agreement with the Department of National Defense for use of Recreation Facilities as per contract.

5. Additional Fire Exit Door, St. Thomas Line Community Centre

A review of the Fire and Evacuation plans by the St. Johns Regional Fire Department showed the Capacity Order for the Multipurpose Room to be less than anticipated during the design stage of the new facility. The capacity order issued indicated no more than 60 individuals while seated or standing while the anticipated capacity was thought to be 85 or more. The reason for the discrepancy was due to the fact there was only one exit door from the multipurpose room.

In order to increase occupant capacity in the multipurpose room at St. Thomas Line Community Centre an additional Fire Exit Door is required by the Building Code of Canada & the National Fire Code. With the additional door the new capacity will be 88 with tables and chairs and 141 standing.

Council recommended approving the installation of the additional door at St. Thomas Community Center at a cost of \$6,942.00 + HST to SEA Contracting.

9. CORRESPONDENCE.

There was no correspondence for this meeting.

10. **OTHER BUSINESS:**

1. Deputy Mayor Laurie asked for an update regarding the pedestrian activated lights at Sgt. Donald Luas Drive and Topsail Road. Director of Infrastructure and Public works stated that he had spoken with Harbourside to get a quoted price to convert the intersection to a full signalized intersection; the quoted price was approximately \$30,000. He stated that the lights can be converted into a full signalized intersection but would impact the flow of traffic on Topsail Road. Councillor Quilty commented on the lack of proper signage that is surrounding the lights. Director Spencer stated that the town is in the process of changing the signs that are in place now to say "NEW PEDISTRIAN ACTIVATED TRAFFIC LIGHTS AHEAD". The signs are ordered and should be installed within the next few days.

Council is not in favor of converting the intersection if working fine as is.

2. Councillor English asked if issues surrounding Town of Paradise lockout have been rectified. CAO Niblock stated that a Labour Management Committee has been established that meets on a regular basis to open the lines of communication between the Union and Management. The Forum & Terms of Reference of the meetings have been agreed upon by both the Union and Management.

11. Meeting adjourned at 7:06 p.m.

Dan Bobbett, Mayor

Terrilynn Smith, Town Clerk

BILLS FOR PAYMENT

17-Apr-18

SUPPLIER	INVOICE	AMOUNT	DESCRIPTION
A. Harvey & Company Limited	S0041567	71,885.45	Bulk road salt.
Bell Aliant	INV9807190	6,625.69	Business Phone and Internet
City of St. John's	25289	33,369.55	Tipping Fees
Glenn Nichols Engine Services Ltd.	1716	14,079.14	Repairs to Unit 63 Regen System.
Glenn Nichols Engine Services Ltd.	1744	14,079.14	Repairs to Unit 62 Regen
Municipal Assessment Agency	2017-025-1	61,924.50	Second Quarter Assessment Fees.
Newfoundland HVAC Limited	83644	7,797.00	Maintenance Contract March 2018-Feb 2019
Newfoundland Power	March 28 2018	66,486.40	March 2018 Power
North Atlantic	2018.03.31	42,916.36	Fuel March 2018

Be it resolved that invoices in the amount of **\$319,163.23**
be approved for payment, as submitted by the Director of Corporate Services.