



**PUBLIC COUNCIL MEETING MINUTES**  
**September 2, 2025**

Minutes of the Regular Meeting of Council held in Chambers on September 2, 2025 at 4:30 pm

MEMBERS PRESENT	STAFF PRESENT
Mayor Dave Aker	Cassie Rideout, Chief Administrative Officer
Deputy Mayor Nicole Kieley (remotely)	Jason Collins, Director of Recreation & Community Safety
Councillor Jim Locke	Corey Harvey, Public Works Superintendent
Councillor Isabelle Fry	Scott Batt, Director of Planning, Engineering, & Development
Councillor Bill Antle	Janice Mullins, Director of Corporate Services
Councillor Mark Rice	Stephanie Walsh, Legislative Officer/City Clerk
Councillor Chelsea Lane	Ann Picco, Executive Assistant
	Absent:
	Glen Dollimount, Director of Public Works

**Mayor Aker chaired the meeting.**

25-09-466 Adoption of Agenda

Motion – Councillor Rice / Councillor Lane

RESOLVED THAT, the agenda be adopted as presented.

Question called. Motion carried unanimously.

25-09-467 Lands Acknowledgement

Read by Mayor Aker.

25-09-468 Adoption of Minutes

Motion – Councillor Fry / Councillor Antle

RESOLVED THAT, the minutes of the Public Meeting held August 5, 2025, be adopted, as presented.

Errors & Omissions: None

Question called. Motion carried unanimously.

### ACTION REPORT

The action report was accepted as presented.

BUSINESS ARISING - None

### PROCLAMATIONS

#### 25-09-469 Fire Prevention Week

Mayor Aker read the proclamation aloud and proclaimed the week of October 5 – 11, 2025, as Fire Prevention Week.

In attendance to speak to the proclamation was St. John's Regional Fire Department Captain Cara Pardy, Fire Prevention Officer. She discussed this year's theme, "Charge into Fire Safety: Lithium-Ion Batteries in Your Home;" and, provided information on fire prevention as it relates to electronics. Captain Pardy discussed the importance of recycling, encouraging everyone to refer to the [call2recycle.ca](http://call2recycle.ca) website for information. She referenced upcoming events for the week, including their Open House at the West Fire Station on Blackmarsh Road, their booth at the Avalon Mall Monday to Friday during the week, school poster contests, and various parades and events at neighbouring municipalities.

Captain Pardy thanked Council for the invitation to this evening's meeting to speak to fire prevention, furthering noting the challenging summer of wildfires and efforts to protect life and property.

Council thanked Captain Pardy for attending to speak to the proclamation and fire prevention. They further extended a thank you to fire departments, Department of Forestry, and all those who assisted in fighting the wildfires in extreme and dangerous working conditions over the summer.

### PRESENTATIONS

#### 25-09-470 Swearing In of Municipal Enforcement Officer

Claire Wiseman was sworn in as the City's new Municipal Enforcement Officer. Oath of Office was read aloud by Claire, and she provided information to Council regarding her work history and experience, including her move to Canada and the Province from the United Kingdom.

Council welcomed Claire to the Municipal Enforcement Team, commenting on the importance of community safety in Mount Pearl.

CORRESPONDENCE – None

CORPORATE SERVICES AND PUBLIC WORKS

25-09-471 Invoices for Approval

Motion – Councillor Lane / Councillor Rice

RELOVED THAT, approval be given for payment of the following invoices:

1	Amtruck Limited Truck Rental July 2025	\$ 10,695.00
2	Armour Lock and Security Systems Install Power Operators for Hospitality Suite & Canteen Main Doors	\$ 10,066.53
3	Canadian AV Inc. Audio for City Days July 2025	\$ 15,612.27
4	City of St. John's Water Consumption July 2025	\$ 237,740.93
5	City of St John's Waste Water Flow Quarter 2 2025	\$ 154,791.58
6	City of St. John's Robin Hood Bay Tipping Fees May 2025	\$ 57,497.65
7	City of St. John's Robin Hood Bay Tipping Fees June 2025	\$ 70,644.09
8	Commercial Aquatic Supplies Timing Equipment Upgrade	\$ 38,525.00
9	Comprint Systems Incorporated (Data Fix) Election Support 2025	\$ 17,508.75
10	Drive Products Inc. Supply New Aluminum Folding Deck Liftgate	\$ 7,446.25
11	Morel Music International Inc. Canada Day - The Irish Descendants	\$ 6,900.00
12	Practia Ltd. Dog Waste Bags	\$ 5,030.15
13	Saunders Equipment Ltd. Supply Two Garbage Cart Wheels	\$ 26,789.25

14	St. John's Transportation Commission <i>Transit Service Cost July 2025</i>	\$ 103,278.69
15	St. John's Transportation Commission <i>Accessible Services April - June 2025</i>	\$ 16,042.50
16	The Idea Factory <i>The Blue Bag Battle</i>	\$ 9,437.48
17	The Idea Factory <i>City of Mount Pearl Recycling Campaign</i>	\$ 5,371.77
18	Thinkwell Research + Strategy <i>Development of Community Safety and Well Being Plan - Progress Billing #1</i>	\$ 16,456.50
19	Thinkwell Research + Strategy <i>Development of Community Safety and Well Being Plan - Progress Billing #2</i>	\$ 16,456.50
20	TTI Sales & Services Inc. <i>Supply New Salt Conveyor Chains</i>	\$ 8,126.92
21	Water & Ice North America Inc. <i>Starter Blocks for Pool</i>	\$ 103,040.00
	<b>Total</b>	<b>\$ 937,457.81</b>

Question called. Motion carried unanimously.

25-09-472 Payment Register and Purchase Cards Report

For the information of Council, the following payment register report for July 31-August 26, 2025, totaled \$2,995,068.28 and the purchase card reports for June 26-July 25, 2025 totaled \$710,913.45.

25-09-473 Request for Tax Consideration

Motion – Councillor Lane / Councillor Rice

RESOLVED THAT, approval be given to exempt 2025 business taxes, in accordance with the policy for charitable and non-profit organizations, for the following:

Name	Address	Type	Annual Amount
CHANAL	75-77 Barbour Drive	Business (100%)	\$1,421.47

Question called. Motion carried unanimously.

25-09-474 Professional Development and Training Request – Public Works Director, Glen Dollimount

Motion – Councillor Lane / Councillor Rice

RESOLVED THAT, approval be given for the Director of Public Works to attend the Canadian Public Works Association (CPWA) Newfoundland and Labrador Chapter Fall Conference in Deer Lake, NL on October 22 – 25, 2025.

Question called. Motion carried unanimously.

25-09-475 Recommendation for Digital Services RFP 25-018

Motion – Councillor Rice / Councillor Lane

RESOLVED THAT, based on the proposals and presentations, that the project be awarded to Catalis Technologies for the Permitting and Work Order modules and Catalis Technologies' partner, Amelia Technologies, be awarded the Recreation Management module.

Question called. Motion carried unanimously.

CAO provided Council with information regarding components and modules, HAF program and funding, supporting the community as it relates to construction and development, and the importance to evolve our systems to ensure ease of access and convenience for residents to do business with Mount Pearl.

25-09-476 Recommendation for Website Redevelopment RFP 225-020

Motion – Councillor Rice / Councillor Lane

RESOLVED THAT, based on the proposals and the presentations that the project be awarded to Upanup Studios Inc.

Question called. Motion carried unanimously.

Corporate Services Director provided information to Council regarding the City's website and front facing redevelopment, communications to the community, and user-friendly process for navigation and accessibility. Completion date is approximately April 2026.

25-09-477 Recommendation for Renewable Energy Supply Chain Lead Generation and Marketing Toolkit RFP 25-022

Motion – Councillor Rice / Councillor Lane

RESOLVED THAT, the project be awarded to Pedal & Shift.

Question called. Motion carried unanimously.

25-09-478 Indigenous Mural Initiative

Motion – Councillor Rice / Councillor Lane

RESOLVED THAT, the City of Mount Pearl Indigenous Public Art Mural be awarded to Melissa M. Francis.

Question called. Motion carried unanimously.

25-09-479 Public Works Status Report

A status update for Public Works was provided for information. Work continues under the roads division, including accessible boardroom at City Hall and new bus shelter on Munden Drive. Landscape and maintenance work continues under the Parks Division, including prep work for the installation of a new playground structure for Yetman Drive. Service and maintenance are ongoing in the Fleet Division, snow clearing equipment is being inspected and prepared for the coming season, and information was provided under UTM Division. Water levels at Bay Bulls Big Pond as of August 25, 2025, were provided.

Council further discussed concerns regarding the decreased water levels at the regional water supply in comparison to last year, due to dry weather conditions.

PLANNING, ENGINEERING & DEVELOPMENT

25-09-480 Application for Funding – CHIF – Provincial/Territorial Stream – Kenmount Hill Phase 1 – Holden Street Upgrading

Motion – Councillor Antle / Deputy Mayor Kieley

RESOLVED THAT, Council approve the application for funding to the Province of Newfoundland and Labrador, Canada Housing Infrastructure Fund (CHIF), Provincial/Territorial Stream, for Kenmount Hill Phase 1 - Holden Street Upgrading in the amount of \$5,845,012.09 (HST included).

Question called. Motion carried unanimously.

25-09-481 30 Spruce Avenue – Accessory Building Variance (DA25-0357)

Motion – Councillor Antle / Deputy Mayor Kieley

RESOLVED THAT, the application be approved and that a Development Permit be issued subject to Section 6.2 Accessory Buildings of the Mount Pearl Development Regulations 2010, and subject to the conditions as set out by the Planning, Engineering, and Development Department.

Question called. Motion carried unanimously.

25-09-482 Encroachment Policy – Recommendation to Adopt

*Councillor Antle declared conflict of interest and left the Chambers at 5:13 pm*

Motion – Deputy Mayor Kieley / Councillor Rice

RESOLVED THAT, Council adopt the Encroachment Policy as presented.  
FURTHER THAT, signing authority be delegated to the Director of Planning, Engineering and Development for Letters of Consent, Encroachment Agreements and removal of encroachments.

Question called. Motion carried unanimously.

Absent: Councillor Antle

*Councillor Antle returned to the Chambers at 5:14 pm.*

25-09-483 Multi-Year Capital Works 2017-2020 Program – Reallocation of Unused Funds

Motion – Councillor Antle / Deputy Mayor Kieley

RESOLVED THAT, Council approve reallocation of unused funds from the 2017–2020 MYCW Program, in the amount of \$232,190.35 (HST included). The Committee also recommends these funds be redirected to the 2023–2026 MYCW Project (17-MYCW-24-00048), New Community Centre.

FURTHER THAT, Council approve the closure of the capital projects from which these funds originated.

Question called. Motion carried unanimously.

25-09-484 Project Completion Timeline Extensions – Multi Year Capital Works 2020-2023 Funding Program

Motion – Councillor Antle / Deputy Mayor Kieley

RESOLVED THAT, Council approve the extension of the existing completion dates to December 31, 2026, for the projects as presented:

- (1) Farrell Drive Pumphouse Upgrades (17-MYCW-22-00015)
- (2) Full Replacement of Wyatt Boulevard (17-MYCW-22-00013)
- (3) Full Replacement of Farrell Drive (Topsail to Evans Section) (17-MYCW-22-00014)

Question called. Motion carried unanimously.

25-09-485 Development Permit Listing | July 28 – August 08, 2025

Motion – Deputy Mayor Kieley / Councillor Antle

RESOLVED THAT, the development permits issued for this period be accepted as presented.

Development Permit #	Date of Issue	Type of Use	Civic Address
DP25-0345	July 28, 2025	Home Office	70 Smallwood Drive
DP25-0408	August 8, 2025	Home Office	7 Osmond Place

Question called. Motion carried unanimously.

25-09-486 Building Permit Listing | July 28 – August 8, 2025

The following item was brought forward for the information of the public:

- Building construction - residential building permits submitted during this period totaling \$605,050.00. Building construction - commercial building permits submitted during this period totaling \$153,500.00.
- Total construction value for this period is \$758,550.00. Total for previous period is \$22,351,645.00.

25-09-487 Capital Works Update

The following update was brought forward for the information of the public:

- Farrell Drive Pumphouse Upgrades Tender has been awarded.
- Asphalt & Concrete Tender has been awarded. Work has commenced.
- 2025 Concrete Works Tender has been issued.
- Construction on Wyatt Boulevard is expected to start following Labour Day weekend.
- Sewage Lift Station on Mount Carson Avenue is under construction.

25-09-488 Community Centre Update

The following update was brought forward for the information of the public:

- Landscaping work in the area surrounding the parking lot is complete.
- Work in the splash pad area is ongoing.
- Progress on the steel structure is ongoing.

25-09-489 Occupancy Permit Listing | July 28 – August 08, 2025

The Occupancy Permit listing for July 28 – August 08, 2025, was provided for information.

RECREATION AND COMMUNITY SAFETY

25-09-490 Congratulations to all Canada Games Participants

Councillor Fry congratulated the incredible athletes, coaches, and volunteers who took part in the Canada Games. Their hard work, dedication, and sportsmanship have inspired us all. Thanks for visiting our City and beautiful province. It has been an absolute honour to host you and share our community spirit, hospitality, and pride in our home.

Councillor Locke further acknowledged Canada Games volunteers, including colleagues Councillors Antle and Rice for their participation and hard work. He noted that Councillor Antle was his supervisor during his volunteer period.

Council thanked Recreation and Community Safety Director for his efforts in ensuring everything went well in Mount Pearl during the Games. They further commented on the amount of work that goes on behind the scenes; and, thanked all City staff, volunteers, and staff from other organizations, noting that everyone worked together as a team.

25-09-491 Community Safety and Well-Being Plan – Public Update

Councillor Fry reported that the City has received a preliminary draft of its Community Safety and Wellness Plan, developed through a city-wide engagement process, which included input from more than 500 residents and businesses. Information on key

engagement activities was provided. The process was designed to be accessible and confidential, allowing participants to speak candidly about the issues that matter most to them. Further updates will be shared with the public in the coming weeks and months, outlining the Plan, its key deliverables, and implementation timelines.

Councillor Locke further discussed the Plan, commenting on the extensive amount of work by Committee members as it relates to consultations with the community. He extended a thank you to all involved, including staff, Municipal Enforcement, and the RNC.

Council noted the Committee's active involvement in Mount Pearl, to ensure residents are comfortable in the community on a daily basis. The importance of various partnerships with Municipal Enforcement, RNC, provincial government, and other organizations for the safety of residents was noted. A thank you was extended to the community for strong participation.

25-09-492 Fall 2025 Program Registrations – Now Announced!  
Swimming Lessons | General Fitness | Seniors Independence Programming

Registration for Fall 2025 programs will open in early September, with separate dates for Mount Pearl residents and non-residents. All registrations will take place online only; and, scheduled times were provided for information in relation to swimming lessons, general fitness programs, and Seniors Independence Group programs. Further information can be found by visiting the City's website.

25-09-493 Fall 2025 Public Skating Schedule Now Available!

The Fall 2025 Public Skating Schedule has been finalized and is now available on the City's website.

Councillor Locke further commented on the Glacier facility, advising it looks great with the recent installation of new flooring.

25-09-494 Turkey Tea 10K Road Race – Paradise Running Club

For the information of the public, the annual Turkey Tea 10K road race will take place on Sunday, October 5<sup>th</sup> commencing at 8 am in the City of Mount Pearl. The race is estimated to be completed by 9:30 am. Motorists can potentially expect traffic delays in the Donovan's Industrial Park, Old Placentia Road, Smallwood Drive and Park Avenue areas.

NEW BUSINESS

25-09-495 Wildfire Fundraiser

Councillor Antle extended a thank you to Alex Taylor who recently held a concert to support those affected by the Kingston wildfire. He reported the event was well attended, and that the Federal and Provincial Governments matched funds raised.

25-09-496 2025 Municipal Election

Council Members noted that this is the last meeting of Council until after the municipal election, commenting on commitment and work completed over the last four years as it relates to the City's Strategic Plan, the Community Safety Plan, accommodations and accessibility, 2025 Canada Games, and City events/programs and services. It was discussed that this term of Council have been through emergency situations including COVID, Snowmageddon, and the recent Kingston wildfire, completing emergency planning while prioritizing needs and interest of residents at all times.

Council Members advised it has been an honour and privilege collaborating with colleagues around the table, CAO Cassie Rideout, knowledgeable and experienced staff, and the City of Mount Pearl Team in its entirety over the last four years. Best of luck and well wishes were extended to everyone running in the upcoming municipal election.

25-09-497 Blue Bag Battle Challenge

Councillor Rice discussed the recycling contest, reporting on tonnage collected for each zone, with Zone 1 in the lead by 42.46 tons. 137.74 tons of recycling has been diverted from the landfill, which is a great accomplishment for the environment and commitment to sustainability. Recycling has increased by 7.49% from last summer.

Councillor Lane reported the impressive contributions by all zones, referencing the upcoming celebration, a skating party at the Glacier on September 27<sup>th</sup>, as a thank you to residents for making an impact in the City and the environment. She further thanked the Marketing and Communications team for making this event happen and to everyone who participated; and, she encouraged others to help spread the word for a cleaner Mount Pearl.

25-09-498 Labour Day

Councillor Fry extended a thank you to all staff for amazing services provided, noting the important role staff play for Councillors in the way of research and provision of information for decision making purposes.

25-09-499 Battery Collection

Further to the Fire Prevention Week Proclamation, Councillor Locke referenced battery collection services at the Summit Centre, of which residents can avail.

25-09-500 City Events

Deputy Mayor Kieley highlighted some of the many events happening in the City this week, including the Safe Seniors' Walk, and the many Recreation and Community Safety Programs.

25-09-501 Municipal and Strategic Planning

Mayor Aker commented on the ability of Council and staff to get things done together, advising strength is in planning, including municipal and strategic planning. He discussed the community safety plan, commenting on circumstances leading up to the plan, and extended congratulations to all involved. He further thanked all staff for the provision of services and reaction to emergencies, including the recent wildfire.

ADJOURNMENT

There being no further business, the meeting adjourned at 5:50 pm on a motion by Deputy Mayor Keiley and seconded by Councillor Locke.

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Chairperson

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City Clerk