MINUTES
Regular Council Meeting
Monday, October 17, 2022

The Minutes of the Regular Council of the Town of Pasadena was duly held on Monday, October 17, 2022.

MEMBERS PRESENT:	Deputy Mayor Terry Randell Councillor Carla Brake Councillor Hal Cormier Councillor Brent Decker Councillor Brandon Hall
ABSENT:	Mayor Darren Gardner Councillor Gemma Walsh
STAFF PRESENT:	Sharon Brown, Town Clerk

NOTICE

"We respectfully acknowledge Pasadena as the ancestral homelands of the Mi'kmaq and Beothuk. Today, these lands are home to a diverse population of indigenous and other peoples. We would also like to acknowledge with respect the diverse histories and cultures of the Innu, Inuit, and Southern Inuit of this Province."

CALL TO ORDER

Deputy Mayor Randell called the meeting to order at 8:01 p.m.

APPROVAL OF AGENDA

142-22 Cormier / Hall be it resolved that the Agenda for October 17th be approved as presented.
In Favor: 5 Randell, Brake, Cormier, Decker, and Hall
Opposed: 0 Resolution CARRIED.

APPROVAL OF MINUTES

143-22 Decker / Hall be it resolved that the Minutes of October 3, 2022 be approved as presented.
In Favor: 5 Randell, Brake, Cormier, Decker, and Hall
Opposed: 0 Resolution CARRIED.

PETITIONS OR VISITING GROUPS:

Deputy Mayor Randell read proclamation and declared the week of October 16 - 22, 2022 as Small Business Week.

Deputy Mayor Randell read proclamation and declared October as Child Abuse Prevention Month.

BUSINESS ARISING FROM MINUTES

NOTICE OF RESOLUTIONS ARISING OUT OF MINUTES

NOTICE OF RESOLUTIONS AND NOTICE OF QUESTIONS NEEDING DETAILED ANSWERS

COMMITTEE REPORTS

ADMINISTRATION, CORPORATE SERVICES & ECONOMIC DEVELOPMENT

Councillor Decker presented the following notes from the committee meeting held on Oct 4, 2022

Members in Attendance: Deputy Mayor Terry Randell, Chairperson; Councilor Brent Decker; Councilor Gemma Walsh; Sharon Brown, Town Clerk; Mayor Darren Gardner, Ex-Officio; Brian Hudson, Chief Administrative Officer; Karen Spontaneo, Committee Administrative Assistant

Deputy Mayor Randell called the meeting to order at 6:05pm

Standing Business

Human Resources - Staffing

- Discussion regarding job duties for both Financial Procurement Officer and Administrative Assistant took place, Town Clerk to look at possibility of shifting some duties

Economic Development

- Discussions regarding trails, salmon preservation and bank stabilization
- Still looking into drafting a proposal for South Brook Preservation to which Councillor Carla Brake is leading charge

Previous Business

- Communication policy still under review
- Progress on newsletter still ongoing, will include 2 inserts (fall cleanup and ATV route).
- In relation to the new Code of Conduct policy it was decided to wait until all councillors received training before proceeding with drafting our own

New Business

- Budget 2023-department heads will be asked to submit their departmental budget request to Mr. Hudson, CAO
- Development of fleet policy is still on going
- Concerns regarding committee meeting schedules were raised. Discussions are ongoing regarding specific days to which the meetings will be held, also the number of members required to attend
- The idea of recording committee meetings was discussed and a decision was made not to record video/taped recording.

Deputy Mayor Randell adjourned the meeting at 8:05pm.

INFRASTRUCTURE, ENGINEERING, PLANNING

Councillor Decker advised that the committee has not met since the last council meeting. Councillor Decker advised that more information has been gathered by staff regarding the Municipal Stewardship Agreement. It was determined that it is not a regulatory document but a policy document. He also advised that the 30 day waiting period is in place and once the 30 days has passed, municipalities can move forward with the project.

Councillor Brake discussed several concerns she had with how this may affect the Town with regards to trails that are in the planning stages in the area.

Councillor Decker presented the following resolution.

Decker/ that the Town of Pasadena adopt the Habitat Conservation Plan and enter into a Municipal Stewardship Agreement with the Government of Newfoundland and Labrador.

As there was no seconder the motion died on the table.

RECREATION & COMMUNITY SERVICES

Councillor Brake advised that the committee has not met since the last public council meeting.

PUBLIC WORKS & PROTECTIVE SERVICES

Councillor Cormier advised that the committee met on October 13, 2022. Items discussed where: repairs to water filters are complete; THM Project is scheduled to be completed this year; water line flushing is completed; still a few water line dig ups that have to be completed before it gets too cold; washouts at lagoon has been corrected with firestone; maintenance of all lift stations has been completed; trail maintenance is being worked on; playgrounds may not be completed until the spring; lighting on Tenth Avenue has been extended and public works is ready for winter.

CHIEF ADMINISTRATIVE OFFICER REPORT

BUILDING PERMITS

144-22 Cormier / Hall be it resolved that the following building permit be approved as presented:

17 Spruce Street	Repair front entrance steps	500.00
8 King Street	Replace shingles	10,000.00

Construction Value to October 14, 2022	8,603,021	Houses: 21
Construction Value to October 14, 2022	7,301,427	Houses: 16

In Favor: 5 Randell, Brake, Cormier, Decker, and Hall
Opposed: 0 Resolution CARRIED.

NEW BUSINESS

CORRESPONDENCE

Deputy Mayor Randell advised that there will be vaccine clinics held in Pasadena.

QUESTIONS AND COMMENTS

Councillor Hall reiterated that residents take advantage of the vaccine clinics being held in Pasadena. He also noted how nice the lights are along Tenth Avenue.

Councillor Decker advised that he attended the Humber Valley Thriving Regions workshop that took place in Steady Brook which dealt mostly about working together regionally. He also noted that the schedule of events for Small Business week is listed in correspondence. The Arts and Letters Award Program hosted for residents of NL by the Province is taking place again this year and deadline is November 18, 2022. He noted that the Federation of Municipalities is hosting workshops on asset management.

Councillor Brake expressed her thanks to Wrights Family Farm who will be hosting students over the next few weeks as part of the farming program. She also attended the School Sports NL Mountain biking event that was hosted this past weekend.

Councillor Cormier asked that all residents wear reflective clothing while walking so they are visible to drivers.

Deputy Mayor Randell advised residents to please sign up for the new Voyent Alert System that will alert them to any major events that may happen in Pasadena.

ADJOURNMENT

145-22 Cormier / Brake be it resolved that the meeting be adjourned at 8:25 p.m.
In Favor: 5 Randell, Brake, Cormier, Decker, and Hall
Opposed: 0 Resolution CARRIED.

Town Clerk Mayor