



MINUTES

Regular Council Meeting

Monday, November 6, 2023

The Minutes of the Regular Council of the Town of Pasadena was duly held on Monday, November 6, 2023.

MEMBERS PRESENT: Mayor Darren Gardner
Deputy Mayor Terry Randell
Councillor Carla Brake
Councillor Hal Cormier
Councillor Brent Decker
Councillor Brandon Hall
Councillor Gemma Walsh

ABSENT:

STAFF PRESENT: Sharon Brown, Town Clerk
Brian Hudson, Chief Administrative Officer

LAND ACKNOWLEDGMENT

"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

Mayor Gardner called the meeting to order at 8:02 p.m.

APPROVAL OF AGENDA

152-23 Cormier / Randell be it resolved that approval be given to accept the Agenda as presented.
In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

APPROVAL OF MINUTES

153-23 Cormier / Walsh be it resolved that the minutes of October 16, 2023 be approved as presented.
In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

PETITIONS OR VISITING GROUPS:

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

Deputy Mayor Randell advised that the committee met on October 30, 2023 and the following items were discussed.

Standing Business

- Human Resources
 - Code of Conduct investigation.
 - Discussed the need to amend current Code of Conduct policy. Provincial wide recommended changes are expected from municipal and Provincial Affairs.
- Legal
 - No new updates.
- Economic Development
 - No new update regarding Train Station.
 - Church Street bridge - heritage designation: noted supporting documentation must be provided to declare this designation.
 - Discussed Federation of Cooperatives: affordable housing, child care, etc. Noted options and ideas regarding land on Majors Lane and Adams Crescent and open to any proposals regarding this vacant land space.
- Accounts Payable
 - Discussed current cash flow and timeline for receiving gas tax rebate.

Previous Business

- Communication Policy
 - Ongoing. No new updates.
- Personnel Policy & Procedures Manual
 - Code of Conduct Addition - No new updates.
 - Respectful Workplace Revision - No new updates.
- Tax Sales & Collections
 - Ongoing.

New Business

- 2024 Budget
 - Discussed 2024 operating budget.
- Noise Regulations
 - Discussed concerns and recommendations regarding current Noise Regulations.

Brian Hudson, CAO and Mayor Gardner declared being in a conflict of interest on the following resolution and left their seats. Deputy Mayor Randell assumed the role as chairperson and Councillor Decker presented the following resolution:

154-23 Decker / Hall be it resolved that Council accept report regarding Code of Conduct investigation as presented and dismiss the complaints that were filed against some member(s) of Council and Staff.
In Favor: 6 Randell, Brake, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

Brian Hudson, CAO and Mayor Gardner returned to their seats and Mayor Gardner assumed the role of chairperson.

INFRASTRUCTURE, ENGINEERING, PLANNING

Councillor Decker advised that the committee met on October 30, 2023 and reported on the following:

Infrastructure

- Community Services Building (Pasadena Health Centre)
 - Minor framing work, electrical, insulation and drywall underway. Most furniture and equipment has been ordered.
- Library and Tree House Spaces
 - Treehouse programming has begun. Library circulation desk construction underway.

Engineering

- Recreation Facilities Upgrades (Splash Pad)
 - Motion sent to TI to recommend award to West Coast Excavating.
- Recreation Facilities Upgrades (Rink & Pool)
 - Awaiting revised drawings from consultant.
- Water Treatment Plant Upgrades
 - New system online since October 12, 2023 and chlorine has been reduced by 50% due to high

level of filtration being achieved.

- Forest Road Storm Sewer
 - Marine Contractors have submitted their documentation; waiting on pre-construction meeting date.
- Tamarack Avenue Storm Sewer
 - Marine Contractors have submitted their documentation; waiting on pre-construction meeting date.
- Lakeshore/Tipping Drive Sewer, Tipping Drive/Maxwell Place Water, Tipping/Maxwell Drive paving
 - Englobe is our engineering consultant.
- Blue Gulch Dam Replacement
 - Proceeding with engineering for new structures.

Gas Tax Projects

- CCTV Sewer Inspections
 - Work continuing on Sanitary Sewer; Storm Sewer to begin shortly after.

Planning/Development

- Residential building permits - 16

Developments /Rezoning

- 2A Midland Row Development
 - Rezoning has been completed.

Miscellaneous

- Stewardship Association of Municipalities (SAM) celebration
 - Preparing signage for installation. Discussed location of these three signs (possibly Church & Main Street, close to Water Supply plant & next to Pasadena Ski and Nature Park.
- Municipal Food Waste Program
 - Foodcyclers available for purchase.
- Paint Recycling Program
 - Agreement in place, curbside pickup details to be determined.
- Electronics Recycling Program
 - Notice posted on social media, c-can received and ready for material pickup.
- Smoke Alarm Installation
 - Project has begun.

New Business

- Radon Awareness
 - November is Radon Action Month. Registered for 100 Radon test kits that will be distributed to willing participants. Details have been posted to social media.

RECREATION & COMMUNITY SERVICES

Councillor Walsh advised that the committee did not meet, however, she provided an update on the following items:

- Fall programs are proceeding with great success.
- Residents are asked to follow Pasadena Place Facebook page to get up-to-date information on programs offered.

PUBLIC WORKS & PROTECTIVE SERVICES

Councillor Cormier advised that the committee met on October 23, 2023 and the following items were discussed:

Protective Services

- Smoke detector installations
 - 2700 alarms were sent out covering the Bay of Islands and Humber Valley regions.
 - Progress of alarm installations. So far to date, the fire department has 100 alarms installed in residential homes and will continue installing detectors in the coming weeks.
- Operational update from Fire Chief

- First Aid and Defensive training occurred last week for new members in the department.
- Installation of new garage door at the fire hall.
- Training grounds upgrades.
- Fire department's upcoming 2024 operating budget.

Public Works

- Wet Tap Policy
 - Importance of creating a Wet Tap policy within the Town.
 - Wet Tap policy. The Town does have the equipment required to administer wet tap procedures and the need for employees to be trained in using this equipment.
- Worklist update
 - Tipping Drive waterline has been repaired.

Councillor Cormier presented the following motion:

155-23 Cormier / Hall be it resolved that as per section 63 (1) (b) of the Municipalities Act, 1999, the Town Council of Pasadena upon recommendation by its Chief Administrative Officer appoint Mr. Jeremy Keeping to the position of Fire Chief for a two-year term effective November 6, 2023.
 In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
 Opposed: 0 Resolution CARRIED.

CHIEF ADMINISTRATIVE OFFICER REPORT

Mr. Hudson gave an update on capital works projects. Staff are presently working on the 2024 budget and he also noted that our Code of Conduct has to be revisited for some minor changes.

BUILDING PERMITS

156-23 Decker / Randell be it resolved that the following permits be approved as presented.

15 Fourth Avenue	Replace shingles on garage	1,000
7 Hillview Avenue	Accessory Building	7500
22 Pine Avenue	Replace railing & siding	5000
51 Pike Street	New dwelling	400,000
38 Glendale Ave	Shingles	15,000
3 Walsh's Ave	Replace Shingles	6000
5-9 W.E.I.P	Add commercial sign	4000

Construction Value to Nov 3, 2023 \$8,323,648.00 New Dwellings: 16
 Construction Value to Nov 4, 2022 \$8,885,021.00 New Dwellings: 22

In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
 Opposed: 0 Resolution CARRIED.

NEW BUSINESS

CORRESPONDENCE

QUESTIONS AND COMMENTS

Councillor Walsh advised that she had the honour of signing the proclamation for Poppy Day. She noted that the Pasadena Leo's will be partnering with Speedy Glass in a door-to-door food drive. She attended the Firefighter's Ball which was a great event.

Councillor Cormier has met with WRWM twice over the past week with concerns from municipalities with

tipping fees. He attended the MNL Conference and noted it was great meeting with other municipal leaders and he also attended the Firefighter's Ball. He wanted to note that there has been a large quantity of garbage dumped off in the woods on North Harbour Road and how disappointing this is especially with both a spring and fall cleanup.

Deputy Mayor Randell also attended the MNL, bonfire night and firefighter's Ball. He wanted to thank Bruce Armstrong and other members of the Lions Club for doing a clean up at Birchy Lake lookout. Deputy Mayor Randell also did a radio interview on behalf of the library board with the opening of the new facility.

Councillor Hall also attended both the MNL Conference and the Firefighter's Ball. He had the opportunity to meet many new members of Pasadena Fire Rescue.

Councillor Decker advised he attended the MNL, Fireman's Ball, community bonfire and opening of the Tree House.

Councillor Brake gave a brief report from Dr. Softer, RNL about the need for more physical activity. She noted that in this regard, the Pasadena Elementary did a hike on our trail and it was extremely enjoyed by all students.

Mayor Gardner advised that he also attended the MNL conference. There were great learning sessions and networking opportunities. Both himself and Mr. Hudson had the opportunity to meet with both the Honourable Tom Osborne of Health and Community Services and Honourable John Abbott of Dept. of Transportation and Infrastructure.

ADJOURNMENT

157-23 Walsh / Cormier be it resolved that the meeting be adjourned at 9:05 p.m.
In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

Town Clerk

Mayor