MINUTES
Regular Council Meeting
Monday, November 20, 2023

The Minutes of the Regular Council of the Town of Pasadena was duly held on Monday, November 20, 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: Brian Hudson, Chief Administrative Officer
Karen Spontaneo

LAND ACKNOWLEGMENT

"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 8:03 p.m. .

APPROVAL OF AGENDA

158-23 Cormier / Randell be it resolved that the agenda be approved as presented.
In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

APPROVAL OF MINUTES

159-23 Hall / Cormier be it resolved that the minutes of November 6, 2023.
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 reported that the committee met on November 14, 2023 and discussed the budget. He presented the following resolutions:

160-23 Randell / Hall be it resolved that council write off property taxes and interest in the amount of $3,172.50 for account #BAILR002 - 6 years and prior.
In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

161-23 Randell / Decker be it resolved that council write off property taxes and interest in the amount of $6,040.16 for account #COMPF002 - 6 years and prior.
In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

162-23 Randell / Hall be it resolved that council write off property taxes and interest in the amount of $3,321.97 for account #GILBN001 - 6 years and prior.
In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

163-23 Randell / Decker be it resolved that council write off property taxes and interest in the amount of $4,958.43 for account #HOOPW002 - 6 years and prior.
In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

164-23 Randell / Decker be it resolved that council write off property taxes and interest in the amount of $983.25 for account # TRUDS002 - 6 years and prior
In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

165-23 Randell / Hall be it resolved that council write off property/water/sewer taxes and interest in the amount of $24,371.37 for account # OWNEU001001 - 6 years and prior
In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

166-23 Randell / Hall be it resolved that council write off property taxes and interest in the amount of $983.25 for account # JENNG003 - 6 years and prior.
In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

167-23 Randell / Decker be it resolved that approval be given to pay invoice #4896 from R & R HVAC and Controls Ltd. in the amount of $24,952.13 (hst included) - plumbing for the Hub.
In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

168-23 Randell / Hall be it resolved that council approve payment of Invoice #120107(23-019) from Marine Contractors Inc. in the amount of $34,227.68 (HST included) - Patching.
In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

169-23 Randell / Hall be it resolved that approval be given to pay cheque #'s 38511 - 38553 in the amount of $261,846.61.
In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

INFRASTRUCTURE, ENGINEERING, PLANNING

Councillor Decker advised that the committee did not met since the last public council meeting.

RECREATION & COMMUNITY SERVICES

Councillor Walsh advised that the committee met on November 14, 2023 and presented her report to Council.

- Review of previous minutes September 11, 2023 – no issues to revisit.
- Recreation Programs Fall/Winter programs.
    - We offered Youth and Adult Kick Boxing Programs on Thursday nights in October, and the response was

so great that we were able to offer these programs an additional night on Tuesdays beginning November 7. This program is being instructed by two staff members from Anchor Combat Academy of Corner Brook.
    - We considered changing up the Ball Hockey Program and offering indoor soccer. Since ball hockey has had such a great turnout, we will add the soccer program in January.
    - Programs and Special Events Coordinator Greg Whelan is currently looking into new one-off program ideas.
- Special Events – Changes for 2024 (Carnival/Pasadena Days)
    - Director Wanda Wight put forward a request to hire an additional staff member to focus solely on special events, with the possibility to fund with the help of grant monies. The idea stems from adding new events to our current offering and providing more assistance for events such as the Winter Carnival and Strawberry Festival.
    - The current staff assigned to programming and special events is spending the majority of his time running in-house programs with less time available for special events.
    - With the increase in grant funding for programs and events in recent years, the need exists to fulfill these grant requirements. As we continue to grow and improve with the addition of new events and programs, specialized staff must grow as well versus the alternative of maintaining the status quo.
- Recreation Rentals
    - There was an inquiry from a club team for Pasadena Place to open the gymnasium at 6:00am to accommodate their practice time; however, finding staff members to work during this time frame remains a challenge.
    - Director Wight noted that current income from rentals is well above our budget and amounts are up from the previous year.
- Fitness Center.
    - Our fitness center income figures are currently below budget; however, with expected holiday gift certificate purchases and year-end transfers, we should be on par.
- Trails Committee Update
    - Councillor Carla Brake noted that we are having signs prepared to make note of contributors for the nature trail.
    - Cables on the South Brook Trail zip lines need to be inspected and the two platforms should be replaced.
- Grants Update
    - Applications have been made for three Active Living Grants.
    - A grant for changing the tennis courts to pickleball courts has been completed.
    - A grant from Cal LeGrow has been made for a sensory area.
    - Canada Summer Jobs grants will be available early in the new year.
    - Coordinator Whelan is working on the Canada Day grant.
- The Hub/Community Services Building.
    - Mayor Darren Gardner pointed out that drywall should be finished this week and plastering has already begun, the entrance is awaiting inspection, and the existing bathroom is being changed to make it wheelchair accessible.
    - The multi-purpose area will fall under the recreation department in the new year and will be available to user groups.
    - The new boardroom will also be available in the new year.
    - The target date for the medical area is still on track for December 15, 2023 opening.
- Capital Works Projects – splash pad, pool, Seaward Park Upgrades
    - A Pre-construction meeting for the splash pad is set for November 21, 2023.
    - The pool will be document ready this week.
    - The rink will be discussed during the finance meeting on November 15, 2023.
- Town Bus
    - Corner Brook trips will be cancelled while our current driver is assigned to work at the Community Services Building.
    - Mayor Gardner suggested we set a regular schedule regardless of the number of participants.
    - Councillor Brake suggested we find qualified volunteers to drive the bus on scheduled trips instead of taking staff from their positions.
- Budget
    - Director Wight will be meeting with CAO Brian Hudson to discuss the upcoming budget
    - The Community Services Building will become a part of the Recreation Budget.
    - Club House on Tenth Avenue was mentioned as a wish list budget item as well as a nature playground, soccer field upgrades, and a field drag.
    - Director Wight is currently working of staffing the new cleaning positions coming up at the Community Services Building, the Town Hall, the Treehouse/Library, and the Town Depot. Extra cleaning on evenings and weekends will be required at Pasadena Place as well. This position will not be contracted out due to higher contractual costs.
    - It was suggested to begin a reserve fund to replace aging equipment in the fitness center.

- Christmas Tour
    - Mayor Gardner was approached by the Mayor of Deer Lake and asked if we could use our Town bus to bring Pasadena residents to Deer Lake to look at the Christmas lights and offer the same to residents of Deer Lake.
    - It was also suggested that we use the Town bus to accommodate the judging of the Christmas Porch Parade on December 20.
- Newsletter
    - The fourth annual Town newsletter will be published in the new year with content including The Treehouse, the water commission, as well as the Community Services Building.
    - Wanda will meet with Brian to discuss content.
- Tree of Memories: The date has been set for December 6, 2023.

PUBLIC WORKS & PROTECTIVE SERVICES

Councillor Cormier advised that the committee has not met since the last council meeting. He did note that public works employees are busy hauling salt for the upcoming winter months.

CHIEF ADMINISTRATIVE OFFICER REPORT

Mr. Hudson updated council on the following items: work is progressing on the community services building; pre-tender construction meeting on the splash pad will take place tomorrow; the first round of testing on the upgrade of our water treatment plant upgrade has been completed with great results; blue gulch dam study has been completed and further funding will be required for dam replacement; electronic recycling as well as paint and aerosol cans and is now being picked up curb side; and that the Town is participating with the federal government to promote radon awareness by providing 100 radon testing kits to residents.

BUILDING PERMITS

170-23 Decker / Randell be it resolved
that the building permits be approved as presented:

126 Midland Row	Accessory Building	500
1 Sixth Avenue	Wheelchair Ramp	7900
10 Whalen Drive	Replace Siding	18000

Construction value to Nov 17, 2023 $8,350,048.00 New Dwellings: 16
Construction value to Nov 17, 2022 $8,893,904.00 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 Decker advised at he attended the Remembrance Day Ceremony and that it was great to see such a great turnout. He congratulated scholarship winners from Pasadena that he has seen on social media. He reminded drivers to slow down during the upcoming winter season and noted that composters are still available to purchase at Pasadena Place. He stated that Voyant Alert is working great by getting important information to residents.

Councillor Hall advised he attended the Remembrance Day ceremony and there was a tremendous turnout.

Councillor Brake wanted to remind residents of the upcoming Christmas craft fair at Pasadena Place. She also asked if there has been any updates on the issues we are having with waste management. Mr. Hudson advised that western regional waste management will be having a meeting tomorrow with all affected municipalities do discuss this problem.

Councillor Walsh advised that she too was very impressed with the amount of people who turned out for the Remembrance Day Ceremony. She expressed her thanks to the Legion and to all veterans. She also reminded residents to shop local.

Councillor Cormier advised that he attended the Remembrance Day at New West Valley. He also noted that the scheduled short shut down of Corner Brook Pulp is nothing to be concerned about since this has happened many years in the past

and that the market will make an upswing in the next several months.

Deputy Mayor Randell advised that he also attended the Remembrance Day ceremony. He noted that it was great to see a social media advertisement for Pasadena today.

Mayor Gardner noted that it was great to see such a great turn out to the Remembrance Day ceremony and at the luncheon hosted by the local legion. He gave an update on the renovations taking place at the community services building and that the target date for the official opening is still December 15, 2023. Final commissioning of the water plant upgrade is scheduled for next week. He also noted that he attended brunch at our local ski club and advised residents to stop by.

ADJOURNMENT

171-23 Walsh / Cormier be it resolved that the meeting be adjourned at 8:50 p.m.
In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

Town Clerk

Mayor