MINUTES
Regular Council Meeting
Monday, January 15, 2024

The Minutes of the Regular Council of the Town of Pasadena was duly held on Monday, January 15, 2024.

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

ABSENT: Councillor Carla Brake

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

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 8:01 p.m.

APPROVAL OF AGENDA

1-24 Cormier / Randell be it resolved that the Agenda for January 15, 2024 be approved as presented.
In Favor: 6 Gardner, Randell, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

APPROVAL OF MINUTES

2-24 Randell / Decker be it resolved that the Minutes of December 18, 2023 be approved as presented.
In Favor: 6 Gardner, Randell, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

3-24 Randell / Cormier be it resolved that the minutes of Special Meeting held on December 29, 2023 be approved as presented.
In Favor: 6 Gardner, Randell, 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 January 8, 2024 and the following items were discussed:

Standing Business

- Human Resources

- discussed various positions within the town.
- Legal
  - discussed legal updates with committee.
- Economic Development
  - Mayor Gardner and CAO Brian Hudson will be attending meetings with Minister Crocker and Minister Parsons this week to discuss Tipping Drive development.
- Accounts Payable - N/A

Previous Business

- Personnel Policy & Procedures Manuel
  - Code of Conduct Addition - no new updates.
  - Respectful Workplace Revision - no new updates.
- Tax Sales & Collections
  - process is still ongoing.

New Business

- Invoice over CAO Limit - R&R HVAC & Controls Ltd.
  - recommend motion to approve payment at next public Council meeting.

Deputy Mayor Randell presented the following resolutions:

4-21 Randell / Hall be it resolved that Council approve payment to R&R HVAC and Controls Ltd. for Invoice #5079 in the amount of $35,717.16 (taxes included) - duck work at Community Services building.

In Favor: 6 Gardner, Randell, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

5-21 Randell / Hall be it resolved that Council approve payment to CORE Engineering Inc. for Invoice#23-520 in the amount of $12,420.00 (hst included) - Design 100% complete.

In Favor: 6 Gardner, Randell, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

INFRASTRUCTURE, ENGINEERING, PLANNING

Councillor Decker advised that the committee held it's meeting on January 8, 2024 and the following items were discussed:

Infrastructure

- Community Services Building (Pasadena Health Centre)
  - Ductwork will be delivered tomorrow (January 9, 2024) and painting is almost complete. Ceiling supplies and flooring installation is scheduled to commence Monday, January 15 2024.
- Asset Management
  - Locate and document the locations of any repaired and/or replaced curb stop and corporation stops.

Engineering

- Recreation Facilities Upgrades (Splash Pad)
  - Project sign is set up and West Coast Excavating has been awarded the contract. All project documentation has been submitted.
- Skating Rink & Swimming Pool
  - No new updates.
- THM Improvements (WTP)
  - Water supply test results are well within acceptable limits. Discussed ongoing issue regarding potential water leaks within the Town.
- Forest Road & Tamarack Avenue Storm Sewer
  - Marine Contractors are ready to begin project once weather improves.
- Lakeshore/Tipping/Maxwell Water & Sanitary Sewer
  - In design phase.
- Lakeshore/Tipping/Maxwell paving
  - To follow water and sanitary sewer.
- Dam Replacement
  - Waiting for approval from TI to change the scope and continue with design/tender documents.
- Seaward Park Upgrades
  - Request being sent to TI to prepare PCA for design and tender documents.
- 2024 Street Reconstruction
  - While moving forward with Seaward Park upgrades and the Marina development, street reconstruction will be placed on hold until a calculation of available funds is obtained.
- Tipping Drive Marina
  - Mayor Gardner and CAO Brian Hudson have a scheduled meeting with Minister Parsons and Minister Crocker this week to discuss potential marina layout (drawing provided).

New Business

- Adams Crescent and Main Street EOI Submittals
  - Discussed submitted proposals.
- Heritage Bridge
  - Application needs to be submitted by the Town to the province with the Heritage Committee to provide the written component of this submission.
- Air B&B Regulations
  - Discussed provincial accommodation registration and the need for the Town to develop regulations with regards to operating an Air B&B within town limits.

RECREATION & COMMUNITY SERVICES

Councillor Walsh advised that the committee did not meet, however a meeting is planned for next week. She did advise that Winter Carnival is coming up and asked those residents that can register through e-services to please do so. Jumpstart is still available to those who may need it and to please contact our Director of Recreation & Community Services, Wanda Wight if they have any questions. Last week there was a meeting with seniors to ask if there was anything that they would like to see happing in town. There was a good turn out for this meeting and they had many great ideas.

Councillor Cormier asked if the outdoor skating rink will be done this winter. Councillor Walsh advised that it will be started as soon as the weather co-operates.

PUBLIC WORKS & PROTECTIVE SERVICES

Councillor Cormier advised that the committee did not meet but will be meeting next week. He did advise that the Adopt a Hydrant is taking place again this year and asked residents to please look into adopting one. He also noted that all snow clearing equipment is in good working order. There was a loss in water pressure last weekend to our residents and it was corrected by town employees in less then 30 minutes.

CHIEF ADMINISTRATIVE OFFICER REPORT

Mr. Hudson noted that this time of year is one of the busiest for our administrative staff due to municipal tax bills being sent to residents.

Today he attended a meeting with the department of Municipal and Provincial affairs on the Blue Gulch dam project upgrades. Approval was given to proceed with a limited call to request a new consultant to both design the dam to CDA requirement and to tender it for construction. Upgrades on Tipping Drive and Maxwell Place was also discussed.

The cause of the water interruption last weekend was due to a main water line break on Walsh's Avenue. Town staff response was phenomenal.

BUILDING PERMITS

6-24 Decker / Randell be it resolved that the building permits be approved as presented:

9 First Avenue	cellular tower	200,000
55 Main Street	replace front door	3,000

Construction value to January 12, 2024 203,000.00 New Dwellings: 0
Construction value to January 12, 2023 0.00 New Dwellings: 0
In Favor: 6 Gardner, Randell, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

NEW BUSINESS

CORRESPONDENCE

QUESTIONS AND COMMENTS

Councillor Walsh wanted to thank all workers who attended the water break last weekend. She also wanted to thank all administrative staff especially this time of year during municipal tax season. She also wished Council a happy Martin Luther King Day.

Councillor Cormier asked that residents be aware that wood trucks are currently using Adams Crescent to hall wood out North Harbour Road. Please be alert and safe.

Deputy Mayor Randell attended the MNL Youth Caucus today and they reviewed the mock youth parliament that was held last year at the MNL Conference.

Councillor Decker noted that the Harris Center is conducting their Humber Valley Thriving Region workshop at the end of January in Deer Lake. He also advised that the Heritage Society has put in their strategic plan.

Councillor Hall wished everyone a Happy New Year.

Mayor Gardner advised that both himself and Mr. Hudson, CAO met with the Minister of Industry, Honorable Andrew Parsons and Minister of Tourism, Honorable Steve Crocker on Wednesday January 10, 2024. Some issues discussed was the Tipping Drive property, need for industrial space and the Ski Club proposal to ACOA. He also attended the Ski Club brunch this past Sunday and highlighted that this is a great opportunity to get together during the winter season.

Councillor Decker asked for an update on the Community Services building. Mayor Gardner advised that they are hoping for part of the building to be available next week.

ADJOURNMENT

7-24 Walsh / Cormier be it resolved that the meeting be adjourned at 8:37 p.m.

In Favor: 6	Gardner, Randell, Cormier, Decker, Hall, and Walsh
Opposed: 0	Resolution CARRIED.

Town Clerk

Mayor