



MINUTES

Regular Council Meeting

Monday, February 5, 2024

The Minutes of the Regular Council of the Town of Pasadena was duly held on Monday, February 5, 2024.

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

8-24 Cormier / Randell be it resolved that the Agenda for February 5, 2024 be approved as presented.
In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

APPROVAL OF MINUTES

9-24 Cormier / Decker be it resolved that the minutes of January 15, 2024 be approved as presented.
In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

PETITIONS OR VISITING GROUPS:

Mayor Gardner read out Proclamation and declared February 11th as National 211 Day.
Mayor Gardner read out Proclamation and declared February 1 - 7, 2024 as Eating Disorder Awareness Week.

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 they did not meet since the last regular council meeting. He presented the following resolutions:

10-24 Randell / Decker be it resolved that approval be given to pay Canadian Medical Products Inc. Invoice #106582 in the amount of \$52,009.91 (HST included) - supplies for Community Services building.
In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

- 11-24 Randell / Hall be it resolved that approval be given to pay R & R HVAC and Controls Ltd. Invoice #5208 in the amount of \$37,418.70 (HST included) - ductwork at Community Services building.
 In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
 Opposed: 0 Resolution CARRIED.
- 12-24 Randell / Decker be it resolved that approval be given to pay R & R HVAC and Controls Ltd. Invoice #5178 in the amount of \$30,744.22 (HST included) - ductwork at Community Services building.
 In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
 Opposed: 0 Resolution CARRIED.
- 13-24 Randell / Decker be it resolved that approval be given to pay Cheque #'s 38722 to 38817 in the amount of \$413,131.09.
 In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
 Opposed: 0 Resolution CARRIED.
- 14-24 Randell / Hall be it resolved that the Town of Pasadena enter into contract with Toronto Dominion Bank for a loan of \$3,270,000 on the basis of a 5-year term, 7- year amortization, at a lending rate of 4.67%.
 In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
 Opposed: 0 Resolution CARRIED.
- 15-24 Randell / Hall be it resolved that the Town of Pasadena enter into a contract with Toronto Dominion Bank for a loan of \$706,602 on the basis of a 5-year term, 5-year amortization, at a lending rate of 4.71%.
 In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
 Opposed: 0 Resolution CARRIED.

INFRASTRUCTURE, ENGINEERING, PLANNING

Councillor Decker advised that the committee met on January 29, 2024 and presented the following notes.

Public Notices for:

- 68 Main Street – Accessory Building
- Public notice has been advertised. No feedback received. Discussed requiring a motion for approval at the next public Council meeting.
- 21 Hillview Avenue – Home Business
- Public notice has been advertised. No feedback received. Discussed requiring a motion for approval at the next public Council meeting.
- 97B Main Street - Rezoning
- Public notice has been advertised. No feedback received.

Capital Projects Update

- Splash Pad
- Equipment received and project is ready to start.
- Dam Intake
- Discussed requiring a motion at the next public Council meeting.
- Storm Sewers (Forest & Tamarack)
- Tender has been awarded. Discussed requiring a motion at the next public Council meeting.
- WTP Upgrades
- Readings are still good and at an acceptable level.
- Skating Rink & Pool
- Received drawings to review for the skating rink. No updates in regards to the pool.
- Lakeshore/Tipping/Maxwell
- Received proposal and drawings to review.
- CSB/PHC
- Renovations nearly completed. Discussed opening date.
- Discussed paving and traffic flow.
- Seaward Park Upgrades
- Discussed a request for consultant services.
- 2024 Street Reconstruction

- Discussed streets chosen for this reconstruction.

Expressions of Interest

- # 1 Tipping Drive
- Sent our feedback to the consultant.
- # 2 Majors/Main
- Preliminary meeting has been held with preferred proponent.
- # 3 Adams Crescent
- Meeting has been requested to discuss with preferred proponent.

New Business

- Stentaforde Ave Industrial Proposal
- Discussed proposal of construction of two industrial buildings.
- North Harbour Road Industrial
- Discussed our options for a parcel of industrial rural zoned land.
- Funding Approval for GIS & Asset Management
- Received approval for funding.
- Western Regional Appeal Board Hearing
- Discussed appeal board hearing to take place next week.
- 102A Midland Row - Property Purchase Proposal
- Discussed the property purchase proposal.
- Housing Accelerator Fund
- Mayor Gardner to follow up on the status of our application.
- Potential Boundary Expansion
- Brian and Carlson met with Little Rapids Local Service District to discuss potential boundary expansion.
- Multi-Year Capital Works
- Transportation Infrastructure advised Town staff that the marina is ineligible under capital works. Mayor Gardner to follow up with Minister.
- Policing Jurisdictional Change
- RNC looking to utilize an office within municipal building.

16-24 Decker / Cormier be it resolved that the Town of Pasadena accept additional funding from the Department of Transportation and Infrastructure for project #17-GI-22-00058 (Storm Sewer System - Phase 3 Tamarack Avenue), The Town agrees to and is able to fund the municipal contribution related to this additional funding.
 In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
 Opposed: 0 Resolution CARRIED.

17-24 Decker / Randell be it resolved that approval be given to home based business to operate at 24 Hillview Avenue - Positive Vibes Grooming.
 In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
 Opposed: 0 Resolution CARRIED.

Mayor Gardner declared being in a potential conflict of interest and passed the gavel to Deputy Mayor Randell and left the Council table.

18-24 Randell / Cormier be it resolved that approval be given to owner of 68 Main Street to construct a discretionary use detached garage.
 In Favor: 3 Cormier, Decker, and Walsh
 Opposed: 3 Randell, Brake, and Hall. Resolution DEFEATED.

Mayor Gardner returned to the Council table and the gavel was returned to him.

RECREATION & COMMUNITY SERVICES

Councillor Walsh advised that the committee met on January 22, 2024 and presented the following notes.

- Review of previous minutes November 14, 2023 - no issues to revisit
- Recreation Winter Programs.
 - Two new programs offered last fall, archery and kick boxing, are still getting positive responses from both adult and youth groups.
 - We hosted a brainstorming session on January 12, 2023 for seniors to suggest events Pasadena Place could offer including bingo, card games, snowshoeing, and cross country skiing at Pasadena Ski and Nature Park. This program, Seniors Social, will take place each Friday afternoon but is not limited to this time frame.
 - Funding is available for this new program.

- Consideration will be given to mail flyers in an effort to reach the senior market of our community.
- E-Services
 - Most of our programs which require pre-registration have been made available on e-services on the Town of Pasadena portal; registration is not limited to e-services and those who wish to pay at the counter or by phone can still do so. Drop-in programs will remain as a counter service transaction.
 - Consideration to move After School Program payments to e-services is still ongoing.
- Special Events - Winter Carnival
 - We are currently organizing a cornhole tournament as our main event during Winter Carnival. Equipment is in transit from Amazon, and we are working on the liquor license for this event which will be held in the gymnasium at Pasadena Place.
 - A complete list of our Winter Carnival events can be found in the latest edition of Recreation Matters January 2024.
- Recreation Rentals
- We are pleased to advise that our calendar is at maximum capacity for our programs and group rentals in the gymnasium; while most of the multi-purpose room space is being utilized as well.
 - Rental income in 2022 was at \$41,083 while income in 2023 was \$56,260; slightly more than a 37% increase.
 - With gymnasium space at maximum capacity, consideration will be given to move some of our programs to the Community Services Building.
- Fitness Center
 - Membership income in 2023 is on par with 2022; with \$109,404 in 2023 and \$112,100 in 2022. The difference is a result of Firefighters' yearly memberships now being charged by means of a journal entry as opposed to direct invoicing.
- Pasadena Days - Strawberry Festival
- Recreation Director Wanda Wight will reach out to Terry Randell regarding staff support for this three-day event.
 - The date has been set to the second weekend in July 2024.
- Trails Committee Update
 - Councillor Carla Brake noted that she is waiting for a permit to come from the Town for the upgrade of the bridge towards West Haven.
 - South Brook Trail will remain closed.
 - The zip line on this trail is broken and Director Wight suggested that it should be taken down.
- Grants Update
 - Director Wight noted that two grants are coming from Canadian Tire Jumpstart for our Sport Ball and Friday Night Youth programs totaling \$7,000.
- The Hub/Community Services Building
 - Mayor Darren Gardner announced the clinic will open on January 31, 2024.
 - Dr. Brushett and Office Administrator Amy Knott will be conducting assessments on the first day the clinic is open.
- Capital Works Projects - splash pad, pool, Seaward Park upgrades
 - The Town of Pasadena is still waiting on drawings from Aguathuna Drafting & Consulting Co. for the pool and rink projects. Mayor Gardner will be reaching out to Chris Power of Municipal Affairs for advice on how to proceed.
 - Town Engineer Carlson Way has been in contact with the contractor for our splash pad to verify all the equipment has arrived.
- Town Bus
 - Even though numbers have been low in our recent bus trips to Corner Brook, we are staying on schedule in hopes of numbers picking up over the winter months.
 - Our Shop Local offering is not being utilized by local residents, but it remains on our schedule.
 - We will consider new ways other than Facebook to reach the right people for this service.
- Development of 1 - 9 Tipping Drive
 - The Town Consultant is working on a Request for Proposal to be completed in February.
- Outdoor Rink
 - Construction has begun on the rink frame, and we are now waiting for cold weather to make ice.

PUBLIC WORKS & PROTECTIVE SERVICES

Councillor Cormier advised that the committee met on January 22, 2024 and presented the following notes.

Protective Services

- Operational update from Fire Chief
 - ICS (Instant Command System) training completed last week.
 - Recruiting to begin soon as some members have left the department.
 - Waiting on smoke alarms to arrive to complete the installations to residents. Currently 250 alarms have been installed in residents homes.
 - On-call pay was well received and availability of members for covering on call weekends have increased.
 - Discussed extension of fire services boundary.
 - Discussed issues with the fire department roof, some flashing has come off and do require repairs.

- Code of conduct training for new members to be completed possibly in house.

Public Works

- Water Breaks
 - 128 water breaks in 2023, five left to be completed and will be limited as to when this will be finished due to frost in the ground. Discussed wet tapping and the downfalls and benefits of this process.
- Ditching
 - Discussed water issues around ditching and the need for the Town to develop a ditching program.
- Flooding (Hodder Drive)
 - To be repaired in the Spring of this year.
- Snow Clearing Procedures
 - Discussed specific route that the Town has each day for snow clearing.
- Logging (North Harbour Road)
 - Discussed possible issues with hauling logs at this location.
- Fleet Replacement
 - The Town is in need of new equipment. Looking at purchasing a new Flyer, Backhoe, Loader and Trackless. Discussed requiring a motion for approval at the next public Council meeting.
- Safety Issues
 - Safety courses to be updated and completed for all employees to ensure all safety requirements are being met.

CHIEF ADMINISTRATIVE OFFICER REPORT

Mr. Hudson advised that the collaboration grant for GIS Mapping & Asset Management has been approved and that we will be advertising for a GIS position in the next few days.

BUILDING PERMITS - NIL

Construction value to February 2, 2024	203,000.00	New Dwellings: 0
Construction value to February 2, 2023	363,000.00	New Dwellings: 1

NEW BUSINESS

CORRESPONDENCE

QUESTIONS AND COMMENTS

Councillor Hall asked that residents get out and enjoy the many activities of Winter Carnival which will be starting this Friday.

Deputy Mayor Randell congratulated Annabella Kendall as being the 2024 Winter Carnival Ambassador and Morgan and Jackie Simmons as the 2024 Pasadena Winter Carnival Patrons.

Councillor Decker advised that he attended the Humber Valley Thriving Regions workshop.

Councillor Cormier asked that snowmobilers ride safely, especially on North Harbour Road where wood trucks are active. He also noted that it is great news to hear that the splash pad is going to be installed in early Spring. During the Winter Carnival opening both he and his brother Keith will be performing a traditional smudge in sign of good spirit.

Councillor Brake advised that South Brook walking trail is not currently open due to erosion. Repairs will commence in early Spring.

Councillor Walsh thanked public works staff for doing such a great job snowclearing this weekend. She also congratulated Tom Cochrane on having his photograph on the front page of the 2024 NL Tourism Traveller's Guide. She asked residents to get out and enjoy the outdoor skating rink and the Winter Carnival activities.

ADJOURNMENT

19--24

Walsh / Cormier be it resolved that the meeting be adjourned at 8:42 p.m.

In Favor: 7
Opposed: 0

Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
Resolution CARRIED.

Town Clerk

Mayor