MINUTES
Regular Council Meeting
Monday, March 4, 2024

The Minutes of the Regular Council of the Town of Pasadena was duly held on Monday, March 4, 2024.

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

ABSENT: Councillor Brandon Hall

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 8:00 p.m.

APPROVAL OF AGENDA

27-24 Randell / Cormier be it resolved that the agenda be approved as presented.
In Favor: 6 Gardner, Randell, Brake, Cormier, Decker, and Walsh
Opposed: 0 Resolution CARRIED.

APPROVAL OF MINUTES

28-24 Cormier / Randell be it resolved that the minutes of February 19, 2024 be approved as presented.
In Favor: 6 Gardner, Randell, Brake, Cormier, Decker, 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 February 26, 2024 and discussed the following:

Standing Business

- Human Resources - mechanic and GIS position was discussed.
  - job postings for GIS now closed and reviewing all resumes received in preparation for interviews soon.
- Legal
  - discussed legal updates
- Economic Development - Cruise season
  - discussed possibility of utilizing the Town bus to provide excursions to cruise ship passengers coming to port in Corner Brook. Suggestion made to contact Port Authority with regards to this potential opportunity.
- Accounts Payable - N/A
- Code of Conduct

- discussed ongoing investigations.

Previous Business

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

New Business

- Non-for Profit tax adjustment
  - motion to be added to next Council meeting with regards to not-for-profit tax write off for 2024 taxes.
- Business cease operations
  - motion to be added to next Council meeting to write off 2024 home base business tax, business no longer operating.

28-24 Randell / Decker be it resolved that the Town of Pasadena write off taxes for KNIGO001 in the amount of $2480.46 - non-profit organization.
In Favor: 6 Gardner, Randell, Brake, Cormier, Decker, and Walsh
Opposed: 0 Resolution CARRIED.

29-24 Randell / Decker be it resolved that the Town of Pasadena write off taxes for THE.A002 in the amount of $3,924.90 - non-profit organization.
In Favor: 6 Gardner, Randell, Brake, Cormier, Decker, and Walsh
Opposed: 0 Resolution CARRIED.

30-24 Randell / Decker be it resolved that the Town of Pasadena write off taxes for THE.A003 in the amount of $820.00 - non-profit organization.
In Favor: 6 Gardner, Randell, Brake, Cormier, Decker, and Walsh
Opposed: 0 Resolution CARRIED.

31-24 Randell / Decker be it resolved that the Town of Pasadena write off taxes for HUMBV003 in the amount of $4,033.83 - non-profit organization.
In Favor: 6 Gardner, Randell, Brake, Cormier, Decker, and Walsh
Opposed: 0 Resolution CARRIED.

32-24 Randell / Decker be it resolved that the Town of Pasadena write off taxes for PASAS001 in the amount of $7,473.52 - non-profit organization.
In Favor: 6 Gardner, Randell, Brake, Cormier, Decker, and Walsh
Opposed: 0 Resolution CARRIED.

33-24 Randell / Decker be it resolved that the Town of Pasadena write off taxes for ROYAC001 in the amount of $5,531.48 - non-profit organization.
Resolution after a brief discussion the following motion was made.

34-24 Gardner / Decker be it resolved that the above motion be laid on the table to be further discussed at the next Administration, Corporate Services & Economic Development committee meeting.
In Favor: 6 Gardner, Randell, Brake, Cormier, Decker, and Walsh
Opposed: 0 Resolution CARRIED.

35-24 Randell / Decker be it resolved that the Town of Pasadena write off taxes for WESTH006 in the amount of $8,768.76 - non-profit organization.
In Favor: 6 Gardner, Randell, Brake, Cormier, Decker, and Walsh
Opposed: 0 Resolution CARRIED.

36-24 Randell / Brake be it resolved that the Town of Pasadena write off taxes for CORNB004 in the amount of $820.00 - non-profit organization.
In Favor: 6 Gardner, Randell, Brake, Cormier, Decker, and Walsh
Opposed: 0 Resolution CARRIED.

37-24 Randell / Walsh be it resolved that the Town of Pasadena write off taxes for CORNB005 in the amount of $8,559.95 - non-profit organization.
In Favor: 6 Gardner, Randell, Brake, Cormier, Decker, and Walsh

Opposed: 0 Resolution CARRIED.

38-24 Randell / Brake be it resolved that the Town of Pasadena write off 2024 Business tax for BUDDE001 in the amount of $294.00 - no longer operating.
In Favor: 6 Gardner, Randell, Brake, Cormier, Decker, and Walsh
Opposed: 0 Resolution CARRIED.

Deputy Mayor Randell declared being in a conflict of interest on the following motion and left the council chambers.

39-24 Decker / Cormier be it resolved that the Town of Pasadena write off taxes for PASAL001 in the amount of $3,389.94 - non-profit organization.
In Favor: 5 Gardner, Brake, Cormier, Decker, and Walsh
Opposed: 0 Resolution CARRIED.

Deputy Mayor Randell returned to the council chambers.

INFRASTRUCTURE, ENGINEERING, PLANNING

Councillor Decker advised that the committee met on February 26, 2024 and reported on the following:

Capital Projects Update

- Lakeshore/Tipping/Maxwell Sewer/Water/Paving Project
  - project came in over budget, discussed cost savings options. Waiting for revised estimates.
- Floating Dock Equipment
  - working on procurement options
- Recreation Facilities Update - Skating Rink and Swimming Pool
  - project overbudget - discussed cost savings options
- Dam Replacement Project
  - submitted scope change to TI, received approval now will advertise for a consultant
- Community Services Building/Pasadena Health Center Update
  - now operational, construction still ongoing on back section of the building. Work should be completed by end of March or early April
- WTP Upgrades
  - project is complete apart from installation of backup generator which will be install in the Spring

Expressions of Interest

- # 1 Tipping Drive
  - Town has received documents for review
- # 2 Majors/Main
  - Town officials have met with the preferred proponent and are awaiting documents
- # 3 Adams Crescent
  - Town officials have met with the preferred proponent and are awaiting documents

New Business

- Carter Ave Sanitary Sewer Connection inquiry
  - discussed possibility if new septic system is required to allow residents to tie into the Town's sewer line
- Main Street Non-residential Childcare application
  - no feedback was received, moving forward with design and rezoning
- Watershed CBPPL proposed activity
  - discussed Forestry/Corner Brook Pulp & Paper activity in the area
- South Brook Trail - proposed Bridge Crossing
  - discussed proposed bridge construction near TCH to enhance current walking trail
- Solar Power Proposal - CBS, Town Office, Pasadena Place, WTP
  - a solar power proposal will be submitted to the Town
- Mobile Vendor application
  - discussed an application that has been received for a mobile vendor
- Pynns Brook/TCH/ Property Access hearing
  - appeal hearing was held in Deer Lake on February 7 2024
- Pasadena Place
  - staff provided verbal update on details on legal file
- Blue Gulch Developments application
  - discussed application submitted to construct phase 4A
- Applications for GICB (M&E for CSB Child & Youth Resource Center)
  - applications were not approved for either request
- Capital Asset Mapping Tech Position
  - received resumes and soon to schedule interviews for this position
- Application to Construct Residence on Glide Path
  - discussed a potential permit request to build residence
- ACOA Meeting February 29 2024

    - to discuss potential funding for Marina
- Community Radon Testing
    - collection to begin March 4 2024
- AIM Asset Management update
    - presentation was given to all Councillors and senior staff
- HAF Application update
    - no new updates
- Little Rapids LSD
    - discussed meeting with LSD and also had secondary meeting regarding fire services
- North Harbour Road Industrial
    - Town is looking at options to add additional industrial space
- 102A Midland Row update
    - discussed vacant land as potential green space
- Stentaford Ave proposed commercial
    - developer has approached the Town with regards to expanding industrial/commercial space

RECREATION & COMMUNITY SERVICES

Councillor Walsh advised the committee met this afternoon and reported on the following:

- Review of previous minutes January 22, 2024 - no issues or changes
- Recreation Winter Programs
    - Registration and drop-in numbers are still high in programs including preschool, kick boxing, indoor soccer, and ball hockey.
    - Details for Easter camp have been finalized and will be posted on Facebook immediately.
    - There has been a request for a men's ball hockey program, but given the risks associated with the sport, we suggest offering it to an outside organization to operate in our space.
- E-Services
    - Registration for all four youth programs in March was available through e-services and also for two of the five adult programs. The other three adult programs were for senior participants who are less likely to register through e-services.
    - E-services registration will not be made available for rentals or drop-in programs at this time.
- Special Events
    - Director Wight recently completed a grant for the 75th Anniversary of Confederation. Upon approval, this grant will be used to fund events from July 1 through July 15. Pasadena Heritage Society also applied for funding, and we will work together for event planning if successful.
    - Due to positive reviews, another cornhole tournament is scheduled for Saturday April 6. It will coincide with the cornhole offering to Easter Camp participants as well as the Seniors Social program on Friday April 5. More details to follow.
    - Director Wight is working with Recreation Coordinator Programmer Gregory Whelan to organize new special events during the upcoming months.
- Recreation Rentals
    - Our rental calendar continues to be filled each month for the gymnasium and multi purpose rooms.
    - We will continue to offer rental time/space to the same user groups who have been loyal to Pasadena Place over the years.
- Fitness Center
    - Memberships are on par with previous years.
    - We received correspondence requesting the committee to consider an option of a gym membership rate for rotational workers. The option was discussed, and the committee decided to keep the membership rates as they are. The committee felt the options to purchase ten-day passes or a membership package should accommodate most rotational workers' schedules. In addition, with so many different rotational schedules, tracking usage would be very time consuming for front desk staff.
- Pasadena Days - Festival - no updates at this time.
- Trails Committee Update - no updates at this time.
- Grants Update
    - Director Wight submitted a grant for Accessible Communities to obtain funding for specialized fitness center equipment as well as automated doors for the Community Services Building.
    - The following grants have been completed: Greener Jobs, Student Employment, Green Team, and the 75th Anniversary of Confederation.
    - The Program Coordinator was successful with a recent application securing $500 for a Teen Challenge grant through Recreation NL.
- Pasadena Medical Center
    - The gymnasium at the new facility is expected to open Thursday April 4. Recreation staff will look at moving some current programs to the new building which will allow gymnasium space to become available at Pasadena Place.
    - Pasadena will be hosting the Urban Municipalities Conference on April 6. A tour of the new medical center is planned on that day.

- Chairperson Walsh mentioned the local Beaver Group was looking for space for weekly meetings. If they wish to book meeting space at Pasadena Place or the new building, the rate will be consistent. They will be advised to call the front desk for more information.

- Capital Works Projects - splash pad, pool, Seaward Park upgrades
  - Construction on the splash pad is expected to begin in April.
  - Construction on the pool has been cancelled at this time.
  - The rink project at Seaward Park is currently under review.
- Town Bus
  - Due to a lack of participation in the Tuesday Shop Local, we decided to end the program.
  - Even though the numbers are low for the Corner Brook trip on Thursdays, we will continue to offer this service.
  - We are currently working of different uses for our Town bus including trips to Deer Lake and Corner Brook for our program participants.
- Corner Brook cruise ship schedule
  - Mayor Gardner advised that with thirty-seven cruise ships arriving in Corner Brook this year, Councillor Decker will enquire into the process for submitting a proposal for offering a program to the Cruise Coordinator. This is an opportunity to bring tourists to Pasadena Beach, have them shop local, and eat in local food establishments.
- Food Hub Community pick up locations
  - After consideration, The Town of Pasadena will not be participating in this program due to space, time, and staffing constraints.
- Recreation NL will be hosting their AGM and Conference in Corner Brook on April 26 and 27. Director Wight will forward the agenda to all councillors.
- Director Wight will follow up with Training Officer Lorne Reid of the Pasadena Army Cadet Corp 2959 regarding hosting a Council meeting/event at Pasadena Place on April 15 for their members to attend.

Councillor Brake advised that the Trails and Green Space Committee met last night. There has been a public call of interest for individuals who may like to become a committee member. They also discussed the need for ATV safety promotion with additional signage being a good way to help this issue. Mayor Gardner advised that there was a meeting with ACOA and funding may be available for helping with way finding signage cost. The committee also noted the need of portable toilets for Sandy Cove and South Brook Point beaches.

PUBLIC WORKS & PROTECTIVE SERVICES

Councillor Cormier advised that there has been no committee meeting since the last regular meeting of Council.

CHIEF ADMINISTRATIVE OFFICER REPORT

Mr. Hudson gave an update on environmental approval for Corner Brook Pulp and Paper for their five year operating and harvesting plan for Zone 6 which is in the Pasadena area. The environmental assessment was approved by the Minister. The Town has reached out to Corner Brook Pulp and Paper to discuss some potential issue we may have from a development and environmental perspective.

BUILDING PERMITS

40-24 Decker / Randell be it resolved that the following building permit be approved as presented:

49 Pike Street	New Dwelling	400,000

Construction Value to February 29, 2024	$603,000.00	New Dwellings: 1
Construction Value to February 28, 2023	$363,000.00	New Dwellings: 1

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

NEW BUSINESS

CORRESPONDENCE

QUESTIONS AND COMMENTS

Deputy Mayor Randell advised that the public library now have I pad's online and ready for public use. He also advised that the library's annual general meeting on March 27, 2024.

Councillor Cormier advised that he attended the WRWM meeting last week and that the prevention of contamination of blue bags was discussed. He also attended the Rotary Arts Center and with a performance from Pasadena resident Jay Adey-Rideout which was a sold out event and a huge success.

Councillor Walsh advised that she attended a Sparks meeting to discuss municipal work. She also had the privilege to be a judge at the Lions Club speak off and congratulated Lilly Brock who will be moving on to the regionals.

Councillor Decker asked that residents be aware of cyclist who may be taking to the streets soon.

Mayor Gardner wanted to thank both Brian and Carlson for all the work they have been doing with regards to the upcoming construction season estimates. He also advised that a meeting was held with Hon. John Abbott, Minister of Transportation & Infrastructure, the Deputy Minister and MHA Scott Reid to discuss deficiencies on Main Street and the eventual transfer of Main Street to the Town. A meeting was also held with ACOA regarding water front development which was very positive meeting.

ADJOURNMENT

41-24 Walsh / Cormier be it resolved that the meeting be adjourned at 8:37 p.m.
In Favor: 6 Gardner, Randell, Brake, Cormier, Decker, and Walsh
Opposed: 0 Resolution CARRIED.

Town Clerk

Mayor