MINUTES
Regular Council Meeting
Monday, March 18, 2024

The Minutes of the Regular Council of the Town of Pasadena was duly held on Monday, March 18, 2024.

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

ABSENT: Mayor Darren Gardner

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

Councillor Carla Brake attended the meeting via zoom.

Deputy Mayor Randell called the meeting to order at 8:00 p.m.

APPROVAL OF AGENDA

42-24 Cormier / Walsh be it resolved that the agenda be approved as presented.
In Favor: 6 Randell, Brake, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

APPROVAL OF MINUTES

43-24 Hall / Walsh be it resolved that the minutes of March 4, 2024 be approved as presented.
In Favor: 6 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

Councillor Decker advised that the committee met on March 11, 2024 and gave the following update:

Standing Business

- Human Resources
  - Members were advised Betsabe Oake started work today in the role of Capital Asset Mapping Technologist on a one year contract.
- Legal
- Properties that are to be transferred to the Town in lieu of taxes and properties that are in the process of tax sales are still being worked on by our lawyers.

- Economic Development
    - Councillor Decker advised that he has spoken with Jennifer Crane, Business Development Manager with the Port of Corner Brook and that she agreed to a meeting with the Town to discuss possible options for excursions to the Town for cruise tourist during the summer season. Councillor Decker will make arrangements for a meeting between her and the Director of Recreation & Community Services, Wanda Wight.
- Accounts Payable
    - Payment of cheque #'s 38818 to 38901 was reviewed by committee members. Motion to be made at next Council meeting.
- Code of Conduct
    - It was decided that updates have to be made to the policy and more training for both employees and Council.

New Business

- Non-for Profit tax adjustment
    - A discussion took place concerning Acct #ROYAC001. More information will need to be collected by Town staff before a decision can be made.
- Expenditures over $10,000.00
    - Two invoices over the $10,000.00 threshold were discussed. Motion to pay these invoices will be made at the next regular Council meeting.
- Rules of Procedure
    - Items on the Rules of Procedure were discussed.
- YTD Revenue/Expenditure
    - The year to date expenditure report was reviewed and certain items discussed for further detail.
- Delegation of Authority Policy
- Will have lawyer draft a policy to present back to committee.

Councillor Decker presented the following motions:

44-24 Decker / Cormier be it resolved that approval be given to pay cheque #'s 38818 to 38901 in the amount of $748,459.28.

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

45-24 Decker / Hall be it resolved that approval be given to pay invoice #5333 from R&R HVAC and Controls Ltd. in the amount of $19,133.13 (taxes included) - ductwork for Community Services Building.

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

46-24 Decker / Hall be it resolved resolved that approval be given to pay invoice #5334 rom R&R HVAC and Controls Ltd. in the amount of $23,063.25 - installation of heat pumps - Pasadena Community Center.

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

47-24 Decker / Walsh be it resolved that approval be given to pay invoice #719 from Atlantic Infrastructure Management Network in the amount of $63,825.00 (taxes included).

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

INFRASTRUCTURE, ENGINEERING, PLANNING

Councillor Decker advised that the committee met on March 11, 2024 and gave the following updates.

New Business

- 10% variance on side yard width for 13 Pike Street
    - public notice was advertised and no feedback received. Recommended for approval at the next public Council meeting.
- Duplexes as a permitted use in the RLD Zone
    - discussed double dwelling versus duplex. Carlson and Brian to provide some more options regarding construction of duplexes in RLD zone
- Request to purchase land adjacent to 18 Antle Drive
    - discussed land purchase request. Carlson to provide information regarding costs to homeowner
- Rezoning request for 24 Lakeshore Drive
    - zoned currently as Highway Commercial, discussed rezoning area to RLD (Residential Low Density).

Discussed requiring a motion for approval at the next public Council meeting

- Request to subdivide land off Main Street
  - discussed conditions that would need to be met in order for land to be subdivided
- Proposal for solar power at Town Buildings
  - reviewed proposal and cost savings potential
- Rezoning request on West Haven (Glide Path)
  - currently zoned as Open Space Recreation. Rezone required for approval of new dwelling
- March 8th 2024 meeting with Deer Lake Power
  - discussed concerns regarding proposed cutting and Deer Lake Power to provide an updated proposal to the Town
- Main Street non-residential child care - sent for Section 15 review
  - sale closed and the Town received no public feedback. Sent for Section 15 review
- Watershed CBPPL commercial harvest - meeting with CBPPL requested for next week
  - discussed proposed commercial harvest within the Town's PPWSA (protected public water supply area)
- Capital Asset Mapping Tech - position officered and accepted
  - Members were advised the Betsabe Oake started work today in the role of Capital Asset Mapping Technologist on a one year contract.
- Pynn's Brook land access appeal - decision received
  - discussed land access appeal
- Delegation of Authority
  - policy provided to committee members for review and feedback required at next committee meeting.

Councillor Decker presented the following motion:

48-24 Decker / Cormier be it resolved that approval be given for a discretionary variance of 10% on the flanking side yard width for property located at 13 Pike Street.

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

RECREATION & COMMUNITY SERVICES

Councillor Walsh reported that the committee did not meet since the last regular meeting of Council. She did advise that Pasadena Place will be hosting an Easter camp for children from grades K - 6. She also reminded residents that the gymnasium at Pasadena Place will be open for walking from noon to 1:00 p.m. at no charge. Employees at Pasadena Place will be doing a reorganization of the main kitchen.

PUBLIC WORKS & PROTECTIVE SERVICES

Councillor Cormier reported that the committee did not meet since the last regular meeting of Council. He did advise that water leaks this winter have been a major issue and there will be a need for more than normal patching during the summer. The depot also has a good supply of salt and sand left from this winter season. Since the last recruitment drive Fire Rescue has obtained four new members.

CHIEF ADMINISTRATIVE OFFICER REPORT

Mr. Hudson took this opportunity to inform Council and residents that Sharon Brown, Town Clerk will be retiring on March 28, 2024 with 33 years of service. He thanked her for her many years of service to the Town of Pasadena and wished her best of luck on her future endeavors.

BUILDING PERMITS

49-24 Decker / Cormier be it resolved that the following permit be approved as presented:

3 Pike Street	New dwelling	$300,000.00

Construction Value to March 14, 2024	$903,000.00	New Dwellings: 2
Construction Value to March 14, 2023	$363,000.00	New Dwellings: 1

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

NEW BUSINESS

CORRESPONDENCE

Councillor Decker inquired about correspondence received from a community group regarding when the Fire Rescue department responds to 911 calls. A discussion took place and it was decided that the issue would be further discussed at

a Public Works & Protective Services committee meeting.

QUESTIONS AND COMMENTS

All Council congratulated Sharon Brown on her upcoming retirement and thanked her for her many years of service to the Town.

Councillor Decker advised that they attended the Pasadena Heritage Society "Sister City Escape Room" on March 16, 2024. It was a fun filled event. He also advised residents to pick up after their animals, watch out for pedestrians and that the Voyent Alert system is available for public advisories.

Councillor Walsh sent out thanks to all the coaches who volunteer their time to coach our children school sports.

ADJOURNMENT

50-24 Walsh / Cormier be it resolved that the meeting be adjourned at 8:33

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

Town Clerk

Mayor