MINUTES
Regular Council Meeting
Tuesday, May 21, 2024

The Minutes of the Regular Council of the Town of Pasadena was duly held on Tuesday, May 21, 2024.

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

ABSENT: Councillor Brent Decker
Brian Hudson, CAO

STAFF PRESENT: Karen Spontaneo, Town Clerk

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 Brandon Hall attended the meeting via Zoom.

Mayor Gardner called the meeting to order at 8:01 p.m.

APPROVAL OF AGENDA

71-24 Randell / Cormier be it resolved that the agenda for May 21, 2024 be approved as presented.
In Favor: 6 Gardner, Randell, Brake, Cormier, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

APPROVAL OF MINUTES

72-24 Cormier / Brake be it resolved that the minutes of May 6, 2024 be approved as presented.
In Favor: 6 Gardner, Randell, Brake, Cormier, 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 May 13, 2024 and discussed the following:

Standing Business

- Human Resources
  - Job posting for Recreation Program Coordinator closing May 16, 2024.
- Legal
  - Provided updates on legal.
- Economic Development
  - Discussed arranging a meeting regarding the cruise industry/excursions with the Port of Corner Brook.

- Discussed the breaking ground of the new Dollarama.
- Accounts Payable
  - No new updates.

New Business

- Non-profit tax write offs
  - Motion to be added to next Council meeting with regards to non-profit tax write offs for 2024 taxes.
- 2023 Financial Statements
  - Discussed the 2023 financial statements.
- 2025 Municipal Assessments
  - Discussed valuation results for Pasadena for tax year 2025.
- Code of Conduct suggested template update
  - Council members to review documentation and discuss proposed updates at next meeting.
- Income/Expense report YTD
  - Discussed the income/expense report YTD.
- Committee Structure
  - Discussed the upcoming committee structure change. CAO to research best practices from other municipalities.
- Office Space Rental
  - Discussed recent inquiry received regarding potential office space rental in the town.

73-24 Randell / Cormier be it resolved that the Town of Pasadena write off taxes for PENTA001 in the amount of $8,450.86 - non-profit organization.

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

74-24 Randell / Cormier be it resolved that the Town of Pasadena write off taxes for UNITC001 in the amount of $9,335.10 - non-profit organization.

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

75-24 Randell / Cormier be it resolved that the Town of Pasadena write off taxes for ROYAC001 in the amount of $4,298.51 - non-profit organization.

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

INFRASTRUCTURE, ENGINEERING, PLANNING

Councillor Decker advised that the committee met on May 13, 2024 and discussed the following

Prior Business:

- Hodder Drive Complaint
  - Director to respond.
- Fence regulations
  - Director has researched various fence regulations across other municipalities. Discussed implementing new fence regulations.
- Subdivision of land - 97 Main Street
  - Waiting for appeal to be processed.
- Land purchase off Midland Row
  - Waiting on draft from lawyer.
- Proposal for cleanup of land on Lakewood Drive
  - Proposed cleanup is on private land so they are dealing with it between themselves.

New Business:

- 9 Residential Permits Issued
  - Discussed that we have 9 new house permits issued since the start of the year.
- Dollarama Project (Landscaping & Utilities)
  - Discussed utilities issue of whether to move power lines.
  - Owner is working with architect developing a landscaping plan. Awaiting said landscaping plan.
- Commercial Harvest on Grand Lake Road
  - Director reached out to Kruger. Viewscapes will be provided soon.
- Tipping Drive EOI #1 Submission
  - Discussed submission of EOI on Tipping Drive.
- Lakeshore/Tipping/Maxwell Project
  - Waiting for tender documents from Englobe.
- Stentaford Commercial Development & Affected Trail
  - Issued conditional approval letter/permit. Trail to be reinstated once clearing is complete.

- Gazebo Location(s)
    - Director visited proposed location. Recommend to council that gazebo should be in the area of West Haven parking area.
- Addition of Backyard Beekeeping to Urban Agriculture
    - Researched beekeeping regulations from other municipalities. Councillors to review documentation and discuss at next meeting. Discussed drafting an amendment to the regulations.
- Dam Replacement PCA with Allnorth
    - PCA signed with Allnorth. Site visit to occur soon.
- Steady Brook Asset Meeting
    - Discussed booking a meeting with Steady Brook late this week to kick off the GIS collaboration.
- WTP Operations – Current & Future Demands
    - In discussion with consultant WSP regarding the Cahill contract requirements.
- Sanitary Sewer Study
    - Sanitary sewer study to be completed to determine current capacity of our lift stations and associated force mains.
- CSB/PHC Parking Lot Cost Estimate
    - Estimate received from Marine. Recommend to Council to not pave this year and to wait to include in multi-year capital works paving.
- Sign for the CSB/PHC
    - Discussed quote received for a sign for the CSB/PHC. Director to look into some examples of lighting for signs.
- Skating Rink & Pool Project
    - Waiting on pool design.
- Digital Sign
    - Discussed location of the digital sign and potentially putting some landscaping around the bottom.
- Painting Pasadena Place
    - Waiting on quote to paint the exterior of Pasadena Place.
    - Discussed getting a mural painting under the overpass by the beach.
- RNC
    - RNC will begin patrolling in Pasadena late June. Discussed access to Pasadena Place and the town office for washroom access.
- Splashpad
    - Demolition has started. 6 week timeline for project.
- Community Services Building Update
    - Ductwork is going in now. Delay on kitchen ceiling. Bathrooms are finished.
- Proposed development of Adams Crescent
    - Awaiting draft PSA from lawyer.
- Whites Ave Subdivision
    - Waiting on subdivision application finalization. Director to go through and process documents.

76-24 Randell / Cormier be it resolved that approval be given to home based business to operate at 15 Bonia Avenue - DN Carpentry Ltd.

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

RECREATION & COMMUNITY SERVICES

Councillor Walsh advised that the committee did not meet since the last Council meeting however she provided the following updates:

Splash pad project construction/development has begun. She also advised that interviews for the summer student employment positions are beginning soon and that our list of summer camp programs are online now for all residents to view.

PUBLIC WORKS & PROTECTIVE SERVICES

Councillor Cormier advised that the committee did not meet since the last Council meeting however he provided the following updates:

Water breaks around town are continuing to be repaired and we have started street resurfacing from the water breaks that occurred over the past winter months.

CHIEF ADMINISTRATIVE OFFICER REPORT

BUILDING PERMITS

77-24 Randell / Cormier be it resolved
that the following building permits be approved as presented:

66 Church Street	Addition of sunroom & fence	8,000
6 Eighth Ave	Repair foundation and replace step	2,000
7 Ross Ave	Accessory building and fence	10,000
20 Lakewood Drive	Replace shingles on shed	1,000
5 Bishop's Ave	Accessory building	25,000
15 Lakewood Drive	Shingles on garage and window	10,000
16 Carroll Ave	Replacing rotten fence	2,000
6 Ryan's Road	Shingles on garage and small patio	3,200
25 Dawson Drive	Extension, siding, and shingles	35,000
5 Eighth Ave	Replace waterline, install door and window	3,000
5 Harvey Wight Cres.	New dwelling	375,000
31 Stentaford Ave	Clear land	10,000
3 Spruce Street	Replace decking on patio/Install siding on garage	3,000
10 Atkinson Drive	New dwelling	400,000
8 Atkinson Drive	New dwelling	400,000
23 Hillview Ave	Weeping tile	2,000
45 Pike Street	Accessory building	15,000
47 Birchview Drive	Accessory building	3,000
55 Wagg Place	New dwelling	350,000
55 Wagg Place	Accessory building	28,000
23 Midland Row	Shingles	5,000
3 Ryan's Road	Accessory building	10,000

Construction value to May 17, 2024 $5,675,750 New Dwellings: 9
Construction value to May 17, 2023 $2,827.178 New Dwellings: 6

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

NEW BUSINESS

CORRESPONDENCE

QUESTIONS AND COMMENTS

Deputy Mayor Randell advised that he attended Municipal Awareness day and he indicated that there was a great turnout from residents within the community.

Councillor Cormier provided condolences to Mr. Hudson and his family. He also noted that he attended the OH&S conference in Gander to which mental health was an important topic of discussion.

Councillor Walsh advised that both herself and Carlson Way, Director of Engineering and Planning, attended Pasadena Academy to conduct interviews with the Career Education class and she noted that all students did a fantastic job. She also wanted to provide condolences to our former Councillor Joe Noseworthy and his family.

Councillor Brake noted that it is nice to see projects going ahead and that there is a lot of activity around town. She also

wanted to thank Marine Contractors for all of the safety protocols that they are following during construction on Forest Road.

Councillor Hall hoped everyone had a great long weekend.

Mayor Gardner advised that he attended Pasadena Academy to conduct interviews with the Career Education class and that all of the students did a great job and were well prepared. He also wanted to provide his condolences to both the Hudson and Noseworthy families.

ADJOURNMENT

78-24 Walsh / Cormier be it resolved that the meeting be adjourned at 8:17 p.m.

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

Town Clerk

Mayor