



MINUTES

Regular Council Meeting

Monday, June 3, 2024

The Minutes of the Regular Council of the Town of Pasadena was duly held on Monday, June 3, 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: Brian Hudson, Chief Administrative Officer
Karen Spontaneo, Town Clerk

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

79-24 Cormier / Randell be it resolved that the agenda for June 3, 2024 be approved as presented.
In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

APPROVAL OF MINUTES

80-24 Cormier / Randell be it resolved that the minutes of May 21, 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 declaring that the Town of Pasadena do hereby proclaim June 2024 as "Recreation Month" in the Town of Pasadena.

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 27, 2024 and discussed the following:

Standing Business

- Human Resources
 - Several summer student positions filled, still ongoing.
 - Recreation Program Coordinator job posting closed, interviews to go ahead next week.

- Several employment grants received (Canada Summer Jobs, etc)
- Legal
 - Provided updates on legal files.
 - No new updates on tax sales, still in progress.
- Economic Development
 - Proposal - attract tourism
 - Discussed proposal to attract tourism in the area. Deputy Mayor Randell to reach out to Kelly to discuss further.
- Payment of invoice over CAO Limit (Marine Contractors Inc.)
 - Motion to be added to next Council meeting to approve payment of this invoice.
- Accounts Payable
 - Reviewed accounts payable listing.

New Business

- Committee Structure
 - Discussed the implementation of "Committee as a Whole".
- Financials
 - Need to schedule meeting with the auditor to review financials.

81-24 Walsh / Hall be it resolved that Deputy Mayor Randell is in conflict on the subsequent motion concerning accounts payable cheque# 39059.

Deputy Mayor Randell was deemed not to be in a conflict of interest.

In Favor: 0

Opposed: 7

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

82-24 Randell / Decker be it resolved that approval be given to pay cheque #'s 38993 to 39148 in the amount of \$498,796.51.

In Favor: 7

Opposed: 0

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

83-24 Randell / Cormier be it resolved that approval be given to pay Invoice #120828 from Marine Contractors Inc. in the amount of \$63,978.18 (taxes included) - town asphalt patching.

In Favor: 7

Opposed: 0

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

INFRASTRUCTURE, ENGINEERING, PLANNING

Councillor Decker advised that the committee met on May 27, 2024 and discussed the following:

Capital Projects Updates:

- Lakeshore/Tipping/Maxwell
 - Waiting for Englobe to finish engineering drawings.
- Skating rink & swimming pool
 - Awaiting design of swimming pool from Aguathuna.
- Dam Replacement Project
 - Visited the site with Allnorth. They will arrange for geotechnical test pits.
- Community Services Building
 - Delays on flooring. Trim and paint done. Mechanical nearly done.
- Splash Pad
 - Well underway and making good progress. Should be completed by the end of June.

Expressions of Interest:

- Tipping Drive EOI/land ownership
 - Discussions ongoing.
- Adam's Crescent EOI Agreement
 - Awaiting legal agreement.

New Business:

- 11 Residential Permits
 - Discussed that we have 11 new residential house permits issued since the start of the year.
- Bee Regulations
 - Andrea Skinner attended to provide input on urban beekeeping.
 - To prepare draft text amendment for review which would add urban beekeeping to our urban agriculture.
- Hodder Drive trail proposal

- Director to get details/measurements and prepare offer for purchase of land.
- Pynn's Brook stop work order
 - Director to submit text amendment to allow access off of Trans Canada Highway subject to approval from Transportation Infrastructure and Service NL.
- 13 Carter Ave residential application
 - Discussed residential permit application submitted in a rural zone. Recommended for the individual to apply for rezoning.
- Home-based business request at 18 Pine Ave – advertised with no feedback
 - Recommended for approval at next regular Council meeting.
- WTP update (water & generator install)
 - To increase pressure at the WTP.
 - New generator on site with prep work beginning this week.
- Sanitary Sewer:
 - Sanitary and Storm Sewer Inspections
 - Biomaxx is almost finished (about 95% done)
 - Capital Asset Mapping Technologist working on mapping and color-coding all identified problem areas.
 - Flushing scheduled as per Biomaxx report.
 - Sanitary sewer study
 - Requested proposal from Englobe on the capacity of our nine lift stations.
- Signs:
 - Discussed fixing up the sign by the Pasadena Beach.
 - Director to register with Tourism to update finger boards.
- Painting:
 - Line painting project
 - Reviewing bids for road painting work.
 - Pasadena Place painting
 - Awaiting quote to paint exterior of Pasadena Place.
- White's Ave extension
 - Received drawings from developer. To compare to our Town Comprehensive Development Plan.
- GIS collaboration meeting
 - Meeting tomorrow with Steady Brook to discuss project.
- Fence regulations
 - Director researching fence regulations in other municipalities for best practices. Director to begin drafting new regulations.
- Driveways/ditches
 - Discussed responsibility of who maintains/installs/replaces driveway culverts. Policy to be developed.
- Dollarama update
 - Foundation walls to be poured soon. Making good progress.
- Gazebo at Westhaven Drive
 - Recreation department recommended to refer to the trails committee for a new site suggestion.
- 86-88 Tipping Dr (highway commercial)
 - Recommended for the purchaser to apply for rezoning.
- 106A Midland Row land purchase
 - Process ongoing.

84-24 Decker / Randell be it resolved that approval be given to home-based business to operate at 18 Pine Avenue - Hair By Bonnie.

In Favor: 7
Opposed: 0

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

RECREATION & COMMUNITY SERVICES

Councillor Walsh advised that the committee met on May 27, 2024 and provided the following updates:

1. Review of previous minutes April 15, 2024
 - a. In reference to section 11.b, the word "confirmation" should be changed to "interest."
2. Recreation programs
 - a. Spring programs are finalized.
 - b. Drop-in programs will continue throughout the summer.
 - c. A two-week seniors' program has been added for June, and Girls Beach Volleyball will start the last week in June and run for eight weeks.
 - d. Volunteer groups are organizing the following beach volleyball programs:

Sundays 7:00-8:15pm Queen of the Beach for Grades 7-9

Mondays 7:00-8:30pm Ladies Queen of the Beach

Wednesdays 7:00-8:30pm Co-ed Queen/King of the Beach Grade 10-12

3. E-Services
 - a. June registration for Preschool and Girls Beach Volleyball programs are available through e-services.
 - b. Electric bike/scooter rentals are no longer available through e-services.
4. Special events
 - a. Chelsea Acoino has been hired through grant funding to organize special events and summer camp planning until the new position is filled.
 - b. Wednesday night entertainment on the stage will proceed again this year with local entertainment.
 - c. Event planning is underway for the 75 Anniversary of Confederation, and Chelsea will take the lead to plan.
5. Recreation rentals
 - a. Sports group rentals have concluded for this spring season and will resume in September 2024.
 - b. Interest was brought forward to offer sports group rental times before regular office opening as a means to make more gym time available in the fall/winter sessions.
6. Fitness Center
 - a. Revenue and memberships continue to increase monthly.
7. Summer Camp
 - a. Revenue and registration has increased yearly since we first offered the program in 2017.
 - b. With the interview process completed, most summer positions have been filled.
8. Pasadena Days Festival
 - a. Director Wight met with Committee members on April 23, 2024 to discuss the Town's commitment to the Festival.
 - b. Committee funds are available to purchase new barricades, if they choose to do so.
9. Trails Committee update - compile list of seasonal trails that are open, maintained, or encouraged.
 - a. The Committee is currently waiting for a permit for a bridge crossing.
 - b. Hodder Trail is currently occupying private property, and the owner is concerned about liability issues of people crossing his property.
 - c. It was recommended that the CAO reach out to the owner to purchase the part of the trail occupying the private property.
 - d. Earlobe Trail behind Stentaford Avenue is currently affected by construction in the area. It may be necessary to redirect parts of the trail.
10. Grants update
 - a. \$5000 has been received for summer student positions.
 - b. \$5000 has been received for the summer camp inclusion position.
11. The Hub - Community Services Building
 - a. The back offices have been completed as well as the flooring and mechanical work.
 - b. Two staff members remain at the site to complete other projects.
12. Capital Works projects
 - a. The splash pad project is currently underway. Completion is projected for the end of June.
13. Town Bus
 - a. Corner Brook trips are not being fully utilized by residents of Pasadena. A new schedule will be made available throughout the summer months.
 - b. Planned day trips are being organized for the summer months.
14. Community Garden
 - a. All plots have been assigned and accounted for.
15. Field Upgrades
 - a. Director Wight will contact the Director of Public Works Stewart Foote to discuss the completion of the warning track at the ball fields.
16. Beach
 - a. Director Wight is currently looking into obtaining a foot washing station.
17. Pasadena Winter Carnival
 - a. With the Committee requesting an increase in future support from the Town, CAO requested their financial documentation. The Town is still waiting on their reply.
18. Gazebo Location
 - a. Although it has yet to be determined, it has been suggested that the gazebo be placed in the field near Westhaven Drive.
19. RNC
 - a. With the expansion of the RNC into Pasadena, it has been suggested that RNC members have access to the inside of a Town building for the purpose of washroom and kitchen facilities while they are on shift after hours. Mayor Gardner will discuss with CAO at a later date.
 - b. RNC members have made inquiries to get a discounted price for fitness center memberships. However, with our competitive pricing and requests from so many other groups, RNC will not be given discounted membership pricing.

Meeting adjourned at 5:03pm

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

Beach cleaning has started and picnic tables and garbage bins have been placed in their designated locations. Forest Road project is now ready for curb and sidewalk. There are eight water breaks left in the town to repair and most of the asphalt patching on our roads have been completed.

CHIEF ADMINISTRATIVE OFFICER REPORT

BUILDING PERMITS

85-24 Decker / Cormier be it resolved that the following building permits be approved as presented:

52 Birchview Drive	Windows/siding & addition of porch	15,000
55 Lakeshore Drive	Attached garage	100,000
61 Midland Row	Accessory building	2,000
55 Birchview Drive	Fence & carport siding	4,000
118 Midland Row	Shingles	5,000
6A Bishop's Ave	Shingles (House & Garage)	7,000
2 Fourth Ave	Front entrance/back step repair	6,000
16 Bennett Drive	Widen driveway & drainage	5,000

Construction value to May 30, 2024 \$5,819,750 New Dwellings: 9
Construction value to May 30, 2023 \$2,938,378 New Dwellings: 6

In Favor: 7
Opposed: 0

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

CORRESPONDENCE

QUESTIONS AND COMMENTS

Deputy Mayor Randell advised that he attended the Pasadena Ski and Nature Park Mural Reveal Party. He noted what a beautiful and incredible job they have done and that there was a great turnout from residents. He also advised that Pasadena Academy will be hosting Wellness Day for all students on June 5, 2024.

Councillor Walsh advised that our Community Garden is now opened and encouraged residents to visit the location.

Councillor Brake advised that Pasadena Elementary will be hosting its annual Spin it Out day on June 5, 2024 and wanted to advise residents to be cautious of high traffic area on Main Street in front of the school.

Councillor Decker indicated that it is National Environment Week and encouraged all residents to recycle, reduce, reuse and compost in order to help the environment.

Councillor Hall advised that he attended the Pasadena Ski and Nature Park Mural Reveal Party and noted that they all did an amazing job.

Mayor Gardner noted that our local 2959 Army Cadets will be having their annual review on June 11, 2024 and wanted to wish them all good luck.

NEW BUSINESS

ADJOURNMENT

86-24 Walsh / Cormier be it resolved that the meeting be adjourned at 8:21 p.m.

In Favor: 7
Opposed: 0

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

Town Clerk

Mayor