



MINUTES

Regular Council Meeting

Monday, July 15, 2024

The Minutes of the Regular Council of the Town of Pasadena was duly held on Monday, July 15, 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 8:03 p.m.

APPROVAL OF AGENDA

95-24 Hall / Cormier be it resolved the agenda for July 15, 2024 be approved as presented.
In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

APPROVAL OF MINUTES

96-24 Randell / Decker be it resolved the minutes of June 17, 2024 be approved as presented.
In Favor: 7 Gardner, 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

Deputy Mayor Randell advised that the committee met on July 10, 2024 and discussed the following:

Standing Business

- Human Resources
 - Several summer student positions filled
 - Recreation Program Coordinator position filled
- Economic Development
 - Proposal - Vendor Market

- Director of Recreation and Deputy Mayor Randell met with proponent to discuss this further. Vendor market organized for the end of July.
 - Cruise industry
 - Town Clerk to reach out with Director of Recreation for an update regarding the last meeting with the Port of Corner Brook.
- Payment of invoice over CAO Limit (R&R HVAC & Controls Ltd)
 - Discussed the payment of invoices over CAO limit. Motion to be added to next Council meeting.
- Accounts Payable
 - Reviewed accounts payable listing.
 - Discussed waste management invoice.

New Business

- HR policies
 - Discussed revision of Employee Service Recognition policy. Recommend text amendment.
- Business tax write-off (KALOS001)
 - Motion to be added to next Council meeting with regards to business tax write-off for portion of 2024 business tax (business closed down).
- Committee of the Whole structure (new)
 - Discussed the implementation of "Committee of the Whole" starting in January 2025 and establishing a policy for it.

97-24 Randell / Decker be it resolved approval be given to pay cheque #'s 39149 to 39223 in the amount of \$325,890.77.

In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
 Opposed: 0 Resolution CARRIED.

98-24 Randell / Hall be it resolved approval be given to pay invoice # 5489 from R&R HVAC & Controls Ltd. in the amount of \$60,702.75 (taxes included) - mechanical system equipment for the Community Services Building.

In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
 Opposed: 0 Resolution CARRIED.

99-24 Randell / Decker be it resolved approval be given to pay invoice # 5553 from R&R HVAC & Controls Ltd. in the amount of \$44,929.06 (taxes included) - sheet metal work for the community services building.

In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
 Opposed: 0 Resolution CARRIED.

100-24 Randell / Hall be it resolved approval be given to pay invoice # 1055 from 3 in 1 Contracting Incorporated in the amount of \$18,962.93 (taxes included) - line painting.

In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
 Opposed: 0 Resolution CARRIED.

101-24 Randell / Decker be it resolved the Town of Pasadena write off portion of 2024 business tax for KALOS001 in the amount of \$680.42.

In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
 Opposed: 0 Resolution CARRIED.

102-24 Randell / Hall be it resolved Council approve the amendment of Service Recognition to the Town of Pasadena Personnel Policy under Section 12.2. Councillor Brake declared herself in a conflict of interest and left the meeting. This section is to read:

To show the Town's appreciation for dedicated service by its employees the Town will recognize employees by an Employee Service Recognition Policy for continuous commitment to the Town. To be eligible the employee must meet the following eligibility requirements: be a full-time employee; must have served the award period before the recognition award is presented. An employee who has completed fifteen (15) years of service will be recognized with \$100.00 monetary gift and five (5) year increments thereafter. The increments will increase by \$20.00 per annum thereafter.

Example: 15 years - \$100.00 20 years - \$200.00 25 years - \$300.00
 The award will be presented at the annual Christmas social.

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

Councillor Brake returned to the meeting.

Councillor Decker advised that the committee met on July 10, 2024 and discussed the following:

Capital Projects Updates:

- Lakeshore/Tipping/Maxwell
 - Geotech complete for lift station. In process of reviewing the IFR drawings.
- Skating rink & swimming pool
 - No new updates.
- Dam replacement project
 - Geotechnical work has been completed. Preliminary cost estimate suggests available funding is adequate. Schedule laid out for design.
- Pasadena Health Center
 - Flooring nearly complete. Controls and mechanical systems are in progress.
- Splash Pad
 - Project complete and splash pad has been unofficially open. Planning a grand opening in the near future. Awaiting final inspection with Allnorth.
- Forest Road & Tamarack Ave
 - In progress, waiting on curb and sidewalk pavement and landscaping.
- Tipping Drive marina - motion required
 - Motion to be added to next Council meeting regarding purchase of floating docks.

Expressions of Interest:

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

Trails:

- Crown land (Tipping Drive)
 - Applying for crown land in this area.
- Birchview/Hodder trail purchase proposal
 - Proposal from survey company to review. Requiring signed sales agreement from homeowners.
 - Discussed installation of speed/warning signs on trail and on road for pedestrian safety.
 - Discussed sloping part of the trail so that people do not come up over the hill into the road so quickly.
- Reinstatement of trails - Stentafor Ave & behind Pasadena Place
 - Trail off Stentafor Ave to be reinstated. Director to follow up with Marine.
 - Discussed installation of posts on trail behind Pasadena Place to prevent ATVs from crossing over by the splash pad.
- Crown land (between Ryan's Road & South Brook Point)
 - Applying for crown land in this area.

New Business:

- 11 Approved Residential House Permits, 3 in progress
 - Discussed that we have 11 new residential house permits issued since the start of the year and 3 permits in progress.
- Home-based business approval - 25A Pike Street
 - Motion to be added to next Council meeting.
- Variance advertised - 37 Pike Street
 - Motion to be added to next Council meeting.
- Appeal decision - 97 Main Street
 - Appeal has been received.
- Narrow turn concern - Ryan's Road
 - Director to research options to increase sight distance and pedestrian safety.
- Emergency exit concern - 28 Elmwood Crescent
 - Director to research cul-de-sac emergency exit regulations.
- Pasadena boundary expansion update
 - Discussed meeting regarding study.
- Tipping Drive commercial development
 - Geotechnical work completed as per Town's request.
- Sanitary sewer update
 - GIS technicians working on reports.
 - Director to reach out to Englobe regarding sanitary sewer study.
- Pasadena Place painting quotes
 - Received several quotes on exterior painting of Pasadena Place. To discuss quotes.
- GIS collaboration
 - GIS technicians to book meetings with Deer Lake, Massey Drive, Cormack, and Reidville.
- Gazebo at Westhaven Drive
 - To review recommended location for gazebo.
- 106A Midland Row land purchase

- Finalizing purchase agreement.
- Storm sewers
 - Discussed replacing rusted grates on storm sewers.
- Speed bumps/signs
 - Discussed placing speed bumps in school zones as well as speed signs.
- Westhaven Drive
 - Discussed blocking off portion on Westhaven Drive where vehicles are driving on the dirt.
- Noise complaint
 - Discussed noise complaint received.

103-24 Decker / Randell be it resolved approval be given to home based business to operate at 25A Pike Street - Timeless Treasures Photo Booth.

In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

104-24 Decker / Randell be it resolved the Town of Pasadena approve multi year capital works 2020-2023 schedule A.

In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

105-24 Decker / Randell be it resolved the Town of Pasadena approve multi year capital works 2023-2026 schedule A.

In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

106-24 Decker / Hall be it resolved the Town of Pasadena approve the application for a discretionary variance of 10% reduction in the minimum building footprint for 37 Pike Street.

In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

RECREATION & COMMUNITY SERVICES

Councillor Walsh advised that the committee met on July 8, 2024 and discussed the following:

1. Fireworks
 - a. The Town of Pasadena has no current policy regarding the use of fireworks within the Town.
 - b. The Recreation & Community Services Committee will bring forward recommendations to Council to create policy for fireworks use within the Town boundaries.
 - c. Fireworks displays should be limited to Canada Day and New Years' Eve.
 - d. Director Wight will check policy of other Towns of the same size as Pasadena.
2. Strawberry Festival
 - a. Recreation Director Wanda Wight and Events Planner Katelyn Fudge are currently working on details of the upcoming events of the Festival.
 - b. Councilor Gemma Walsh will provide volunteer staff to operate the ticket booth on Friday night.
 - c. Director Wight will recruit volunteers for the beer garden on Friday and Saturday nights.
 - d. Saturday events are being planned for a Family Fun Day including the following:
 - i. Kids Day events
 - ii. Muscular Dystrophy Car Show (sponsored by Pasadena Fire Rescue)
 - iii. Vendors Market
 - e. Evening events from 4-10pm include the following:
 - i. Cornhole Tournament
 - ii. Entertainment and beer garden
3. Summer Camp Update
 - a. Current numbers are on average 42 kids per day. Numbers fluctuate daily based on irregular drop ins.
 - b. Director Wight is currently working to schedule staff based on these fluctuations.
4. Trails Update
 - a. The zip line on South Brook Trail has been replaced.
 - b. CAO Brian Hudson noted that the pump track at Pine Hill site will be upgraded this summer.
 - c. Landscaped slides will also be installed in that area and coordinated by Director Wight and Public Works Director, Stewart Foote.
5. Splashpad
 - a. Duffy's Plumbing will be checking on the valves today for final inspection.
 - b. Water pressure /flow is currently being tested.
 - c. The sidewalk into the new area will be modified to make it more accessible.

Meeting adjourned 12:00pm.

PUBLIC WORKS & PROTECTIVE SERVICES

Councillor Cormier advised that the committee has not met since the last Council meeting.

CHIEF ADMINISTRATIVE OFFICER REPORT

Mr. Hudson provided an update on the heavy rainfall that occurred recently. He indicated that the town had some minor effects from this and that our system is not designed to handle that amount of rainfall in such a short duration. He also discussed Western Regional Waste Management increased fees due to contaminated waste. He will reach out to other municipalities to come up with solutions and see what options are available to deal with this financial burden.

BUILDING PERMITS

107-24

Decker / Hall be it resolved the following building permits be approved as presented:

22 Third Avenue	front & back bridge replacement	1,500
20 Tenth Ave	Repair siding, window, stud/drywall	35,000
2 Rouken Glen	Stairwell, exterior door and window	5,000
12 Harvey Wight Cres	Accessory building	15,000
42 Fourth Ave	Fence	500
38 Church Street	Screened gazebo on deck	500
1 Martin Drive	Accessory building	10,000
21 Elmwood Cres	Replace shingles	7,500
11 Bowater Blvd	New dwelling	300,000
21 Hodder Drive	Repair entrance walkway and doors	4,500
10 Bishop's Ave	Roofing, widen driveway, windows	1,500
10 Rose Drive	Pool	300
10 Lakewood Drive	Repair front patio	2,500
1 Carroll Ave	Remove old chimney	1,000
49 Birchview Drive	Exterior entrance, eavestrough, foundation work	7,000
40 Fourth Ave	Accessory building	3,000
9 Wagg Place	Shingles, replace door, patio repairs	9,000
12 Whelan Drive	Shingles	13,000
2 Forest Road	Removal of chimney, replace ext wall, build stove enclosure	5,000
12 First Ave	Accessory building	5,000
25 Bonia Ave	Replace roof	15,000
24 Main St	House addition	30,000

120-132 Main Street	Fence repair	5,000
45 Circular Road	Patio	5,000
30 Bowater Blvd	New dwelling	400,000
2 Elmwood Crescent	Accessory building	2,000

Construction Value to July 10, 2024 \$6,736,650 New Dwellings: 11
Construction Value to July 10, 2023 \$4,139,178 New Dwellings: 8

In Favor: 7
Opposed: 0

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

NEW BUSINESS

CORRESPONDENCE

QUESTIONS AND COMMENTS

Deputy Mayor Randell advised that the Downtown Market will be held on July 27 2024. He noted that the Pasadena Heritage Society has a form available to be completed by anyone who wishes to receive a copy of "What's the Word on the Street" book. He also advised that he met with a FCM research representative recently to discuss youth in municipal leadership and visited the town's newly opened splash pad.

Councillor Cormier advised he attended the Canada Day festivities at the Pasadena Beach as well as the Flat Bay Powwow. He noted that the Strawberry Festival will begin on August 9 2024 and encouraged residents to attend and support this venue.

Councillor Walsh reminded residents to continue to have property pride, clean up our community and encouraged every animal owner to pick up after their pet.

Councillor Brake advised she attended the Canada Day celebrations and it was good to see such a great turnout from our residents. She also attended Iceberg Ally festivities and had discussions with other municipalities regarding noise complaints within those communities. She also noted that once the new trails are opened more information will be posted regarding the trails within the town.

Councillor Hall encouraged residents to come out and support the Goodwill Tour - Home Run Derby which will be held tomorrow evening at the softball field on Tenth Avenue. He also wanted to remind residents when mowing their lawns to be aware of grass clippings being blown on the roads as this becomes a hazard to anyone operating a motorcycle.

ADJOURNMENT

108-24

Walsh / Cormier be it resolved the meeting be adjourned at 9:16 p.m.
In Favor: 7 Gardner, Randell, Brake, Cormier, Decker, Hall, and Walsh
Opposed: 0 Resolution CARRIED.

Town Clerk

Mayor