



# MINUTES

## Committee of the Whole Meeting

### Monday, May 26, 2025

The Minutes of the Committee of the Whole of the Town of Pasadena was duly held on Monday, May 26, 2025.

**MEMBERS PRESENT:** Mayor Darren Gardner  
Deputy Mayor Terry Randell  
Councillor Carla Brake  
Councillor Hal Cormier  
Councillor Brent Decker  
Councillor Brandon Hall

**ABSENT:** Councillor Gemma Walsh

**STAFF PRESENT:** Brian Hudson, Chief Administrative Officer  
Karen Spontaneo, Director of Finance and Administration  
Carlson Way, Director of Engineer, Planning and Public Works  
Wanda Wight, Director of Recreation and Community Services  
Jessica March, Financial/Procurement Officer

#### LAND ACKNOWLEDGEMENT

"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 6:11pm.

Brian Hudson, Chief Administrative Officer, attended meeting via Zoom.

#### APPROVAL OF AGENDA

83-25 Randell / Decker be it resolved that the agenda for May 26, 2025 be approved as presented.

In Favor: 5	Gardner, Randell, Brake, Decker, and Hall
Opposed: 0	Resolution CARRIED.

#### APPROVAL OF MINUTES

84-25 Randell / Hall be it resolved that the minutes for May 19, 2025 Regular Council meeting be approved as presented.

In Favor: 5	Gardner, Randell, Brake, Decker, and Hall
Opposed: 0	Resolution CARRIED.

85-25 Decker / Brake be it resolved that the minutes for May 21, 2025 Closed meeting be approved as presented.

In Favor: 5	Gardner, Randell, Brake, Decker, and Hall
Opposed: 0	Resolution CARRIED.

#### BUSINESS ARISING FROM MINUTES

#### NOTICE OF RESOLUTIONS ARISING OUT OF MINUTES

#### NOTICE OF RESOLUTIONS AND NOTICE OF QUESTIONS NEEDING DETAILED ANSWERS

#### DEPARTMENTAL REPORTS

## **Finance & Administration**

- Accounts payable
  - Reviewed accounts payable listing.
- Marine Contractors invoice - asphalt patching 2025
  - Motion to be added to next Council meeting to approve payment of Marine Contractors invoice.
- Privileged meeting schedule
  - Motion to be added to next Council meeting to approve change in Council meeting schedule.
- Write off of business taxes
  - THERA001
    - Motion to be added to next Council meeting to approve write off of business taxes.
  - WIZAR001
    - Motion to be added to next Council meeting to approve write off of business taxes.
- Vote by Mail regulations and procedures
  - Motion to be added to next Council meeting to approve amendment of the vote by mail regulations and procedures as discussed.

## **Engineering & Planning**

- Adams Crescent Development
  - Discussed change from proposed duplexes to 7 quadplexes allowing for 28 units total (discretionary).
- Urban Agriculture
  - Beehive draft regulations sent to NL Beekeepers for review and input.
- Blue Gulch Dam Replacement
  - Discussed revising tender requirements for future projects.

86-25 Decker / Randell be it resolved that the Town of Pasadena award Blue Gulch Dam Replacement project #17-GI-21-00071 to Brook Construction for the sum of \$255,281.60, HST inclusive.

In Favor: 5  
Opposed: 0

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

## **Public Works**

- Marina update
  - Waiting on redesign of marina (proposed breakwater) as weather has been too windy for complete install.
  - Discussed security options for marina and boat launch.
- Fence regulations
  - Discussed current fence regulations.
- Line painting
  - Tender has been awarded and line painting to commence soon.
- Kiosks
  - Discussed options on updating signage on our kiosks on Main Street with potential for partnership with local committees. Director of Recreation to reach out to local committees.
- Speed bumps/signs
  - To be distributed/installed throughout the town in the coming weeks.
  - Discussed resident's request for no parking signs on residential road.
- Ditching
  - Ditching repairs are underway throughout the town.
- South Brook Trail
  - Trail is now open. Only a small bit of maintenance still required.
- Street Names
  - Discussed several street name options for new streets in town.

## **Recreation & Community Services**

- Projects currently underway/concluded
  - Health Centre / Gymnasium – waiting on floor to be stripped and waxed. Grants have been completed for programs and kitchen supplies. Potential opening of youth centre in September 2025.
  - Community Garden Expansion – construction of 24 new beds has been completed.
  - Fitness Centre – 2 new treadmills arrived and will be installed soon.
  - Outdoor pickleball courts – will be completed in June.
  - Disc Golf – awaiting on additional funding to proceed.
  - Town Accessibility Plan - near completion.
  - Nature Playground upgrades - swing install rescheduled for June.
  - Playground & sport field maintenance plan – significant progress on planned improvements.
- Misc. recreation happenings
  - Community Clean Up “Get Out” challenge - successful event with a lot of community participation.
  - Municipal Awareness Day – successful turnout and big thanks to our program staff, fire department and Council volunteers.

- New free programs – PlayAbility & Fit Families ongoing through Sport Fund.
- Pasadena Days / Strawberry Festival - planning underway with 7 days of events being planned from July 28 – August 3, 2025.
- Summer Concert Series – will be held throughout festival week
- Summer Camp – registration successful with spaces still available.
- Tomorrow's Towns – Judges will be in Pasadena July 24 – 26, 2025.
- Recreation NL Conference & AGM – Attended by Director and Custodial / Maintenance worker.
- Partnerships – Crown of the Valley Ultra Backyard / Ski & Nature Park – ongoing.
- Partnerships – Treehouse Green Thumbs to use mud kitchen planters.
- After School Program – High number of registered children as well as a waitlist for September.
- Pre-School Program – Registration grew substantially in 2025.
- Bus Trips – CB weekly, 50+ Bowling, Everybody Moves special events, Easter Camp – Summer excursions to be planned in the coming weeks.
- Student Summer Positions (Day Camp, Maintenance, Lifeguard, Marina Deck Hand) – Interviews completed with job offers ongoing as grant funding becomes available.
- Gymnasium Rentals – Special promotions will be offered throughout the summer.
- Grants update (approvals/recent applications/upcoming)
  - Gov. NL - Summer Employment Program – approved for \$7800.00.
  - CPRA – Green Jobs – unsuccessful.
  - Active NL – submitted.
  - ChangeX Decarbonization Funding Program - submitted.
  - Accessibility Grant - Fitness Centre equipment - submitted.
  - Age Friendly – Nature Playground upgrades - submitted.
  - Canadian Tire Jumpstart Community Development - to be completed.
  - Summer Program Inclusion Grant – submitted.
  - Well-Being Grant – to be completed.
  - Senior's Social Inclusion Grant – to be completed.

#### IN-CAMERA SESSION

#### ADJOURNMENT

87-25                      Decker / Cormier be it resolved that the meeting be adjourned at 8:27pm.  
                                  In Favor: 6                                      Gardner, Randell, Brake, Cormier, Decker, and Hall  
                                  Opposed: 0                                      Resolution CARRIED.

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 Director of Finance and Administration

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 Mayor