



MINUTES

Committee of the Whole Meeting

Monday, March 2, 2026

The Minutes of the Committee of the Whole of the Town of Pasadena was duly held on Monday, March 2, 2026.

MEMBERS PRESENT: Mayor Darren Gardner
Deputy Mayor Terry Randell
Councillor Carla Brake
Councillor Brandon Hall
Councillor Kelli Lannon
Councillor Clare Dugdill

ABSENT: Councillor Gary Bishop

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

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 6:02 p.m.

APPROVAL OF AGENDA

26-26 Randell / Dugdill be it resolved that the agenda for March 2, 2026 be approved as presented.

In Favor: 5 Gardner, Randell, Hall, Lannon, and Dugdill
Opposed: 0 Resolution CARRIED.

APPROVAL OF MINUTES

27-26 Hall / Lannon be it resolved that the minutes for February 16, 2026 Regular Council meeting be approved as presented.

In Favor: 5 Gardner, Randell, Hall, Lannon, and Dugdill
Opposed: 0 Resolution CARRIED.

DEPARTMENTAL REPORTS

Finance & Administration

- Accounts Payable
 - Reviewed and discussed accounts payable listing.
- Non-profit tax write-offs
 - Motions to be added to next Regular Council meeting to approve non-profit tax write-offs.
- Invoice over CAO limit
 - Motion to be added to next Regular Council meeting to approve payment of invoice for the procurement of fire department equipment.
- Personnel Policy & Procedures Manual updates - discussed proposed changes within the manual.
 - Sick Leave
 - Travel (meal allowance/mileage)

Engineering & Planning

Councillor Brake entered Council Chambers at 6:45 p.m.

- 106A Midland Row Site Proposal
 - Discussed proposed development, however, it could not be approved as it does not comply with the current development regulations and Council does not intend to amend the Town's existing regulations.
- Accessory Building changes (DRA-16)
 - Discussed the amendment to the development regulations concerning accessory building size, which permit larger accessory buildings.
- Rink - Final Decision required
 - Consensus of Council to cancel the 60'x120' rink option and to proceed with the outdoor swimming pool upgrades. If not approved by Department of Transportation and Infrastructure, to cancel project completely as there is insufficient funds available for a full sized outdoor refrigerated rink.
- Water Treatment Plant
 - Discussed ongoing maintenance requirements in the plant. Director of Engineering, Planning and Public Works to obtain quotes for purchase of filters.

Public Works

Recreation & Community Services

- Pasadena NL Community Choir letter
 - Discussed letter requesting use of the Town bus. Council approved the request, with the condition that the organization pay for the bus fuel and either provide its own driver or cover the cost of having a Town employee operate the bus.
- Upcoming Events
 - Director of Recreation discussed upcoming events (Cornhole tournament and International Woman's Day).
- Special Projects
 - The Town newsletter will be printed and distributed by mail by the end of this week.
- Festival Update
 - Strawberry Festival date has been set for August 3rd - August 9th.

Councillor Brake left Council chambers at 9:06 p.m.

- Update on meetings with Minor Soccer & Minor Baseball Associations
 - Director of Recreation met with both associations independently and discussed concerns/upgrades needed.
- Grants Update
 - An update was provided regarding grant submissions.

IN-CAMERA SESSION

ADJOURNMENT

28-26 Hall / Dugdill be it resolved that the meeting be adjourned at 9:18 p.m.

In Favor: 5	Gardner, Randell, Hall, Lannon, and Dugdill
Opposed: 0	Resolution CARRIED.

Director of Finance and Administration

Mayor