



MINUTES

Regular Council Meeting

Monday, March 16, 2026

The Minutes of the Regular Council of the Town of Pasadena was duly held on Monday, March 16, 2026.

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

ABSENT:

STAFF PRESENT: Brian Hudson, Chief Administrative Officer
Karen Spontaneo, Director of Finance and Administration

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 8:01 p.m.

APPROVAL OF AGENDA

29-26 Randell / Dugdill be it resolved that the agenda for March 16, 2026 be approved as presented.

 In Favor: 7 Gardner, Randell, Brake, Hall, Lannon, Bishop, and Dugdill
 Opposed: 0 Resolution CARRIED.

APPROVAL OF MINUTES

30-26 Randell / Brake be it resolved that the minutes for March 2, 2026 Committee of the Whole be approved as presented.

 In Favor: 7 Gardner, Randell, Brake, Hall, Lannon, Bishop, and Dugdill
 Opposed: 0 Resolution CARRIED.

PETITIONS OR VISITING GROUPS:

Mayor Gardner read out proclamation and declared March 26 as Purple Day for Epilepsy.
Mayor Gardner read out proclamation and declared the month of March as Easter Seals Month.
Mayor Gardner read out proclamation and declared the month of April as Parkinson's Awareness month.

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

31-26 Randell / Hall be it resolved that approval be given to pay cheque #'s 00558 to 00704 in the amount of \$2,153,443.17.

- In Favor: 7 Gardner, Randell, Brake, Hall, Lannon, Bishop, and Dugdill
Opposed: 0 Resolution CARRIED.
- 32-26 Randell / Bishop be it resolved that approval be given to pay invoice # 33524 from Connors Diving Services in the amount of \$56,957.20 (taxes included) - installation of breathing air system for Pasadena Fire Rescue.
In Favor: 7 Gardner, Randell, Brake, Hall, Lannon, Bishop, and Dugdill
Opposed: 0 Resolution CARRIED.
- 33-26 Randell / Hall be it resolved that the Town of Pasadena write off 2026 taxes for THE.A002 in the amount of \$3,944.20 - non-profit organization.

In Favor: 7 Gardner, Randell, Brake, Hall, Lannon, Bishop, and Dugdill
Opposed: 0 Resolution CARRIED.
- 34-26 Randell / Bishop be it resolved that the Town of Pasadena write off 2026 taxes for THE.A003 in the amount of \$895.00 - non-profit organization.

In Favor: 7 Gardner, Randell, Brake, Hall, Lannon, Bishop, and Dugdill
Opposed: 0 Resolution CARRIED.
- 35-26 Randell / Hall be it resolved that the Town of Pasadena write off 2026 taxes for CORNB004 in the amount of \$895.00 - non-profit organization.

In Favor: 7 Gardner, Randell, Brake, Hall, Lannon, Bishop, and Dugdill
Opposed: 0 Resolution CARRIED.
- 36-26 Randell / Bishop be it resolved that the Town of Pasadena write off 2026 taxes for CORNB005 in the amount of \$9,076.10 - non-profit organization.

In Favor: 7 Gardner, Randell, Brake, Hall, Lannon, Bishop, and Dugdill
Opposed: 0 Resolution CARRIED.
- 37-26 Randell / Lannon be it resolved that the Town of Pasadena write off 2026 taxes for HUMBV003 in the amount of \$4,759.15 - non-profit organization.

In Favor: 7 Gardner, Randell, Brake, Hall, Lannon, Bishop, and Dugdill
Opposed: 0 Resolution CARRIED.
- 38-26 Randell / Lannon be it resolved that the Town of Pasadena write off 2026 taxes for KNIGO001 in the amount of \$2,943.01 - non-profit organization.

In Favor: 7 Gardner, Randell, Brake, Hall, Lannon, Bishop, and Dugdill
Opposed: 0 Resolution CARRIED.
- 39-26 Lannon / Dugdill be it resolved that the Town of Pasadena write off 2026 taxes for PASAL001 in the amount of \$4,060.55 - non-profit organization.

Deputy Mayor Randell, Councillor Hall and Councillor Bishop declared being in a conflict of interest on this resolution due to being members of the Lions Club.

In Favor: 4 Gardner, Brake, Lannon, and Dugdill
Opposed: 0 Resolution CARRIED.
- 40-26 Randell / Lannon be it resolved that the Town of Pasadena write off 2026 taxes for PASAS001 in the amount of \$8,852.38 - non-profit organization.

In Favor: 7 Gardner, Randell, Brake, Hall, Lannon, Bishop, and Dugdill
Opposed: 0 Resolution CARRIED.
- 41-26 Randell / Dugdill be it resolved that the Town of Pasadena write off 2026 taxes for PENTA001 in the amount of \$9,242.47 - non-profit organization.

In Favor: 7 Gardner, Randell, Brake, Hall, Lannon, Bishop, and Dugdill
Opposed: 0 Resolution CARRIED.
- 42-26 Randell / Bishop be it resolved that the Town of Pasadena write off 2026 taxes for ROYAC001 in the amount of \$6,388.29 - non-profit organization.

In Favor: 7 Gardner, Randell, Brake, Hall, Lannon, Bishop, and Dugdill
Opposed: 0 Resolution CARRIED.

43-26 Randell / Hall be it resolved that the Town of Pasadena write off 2026 taxes for UNITC001 in the amount of \$10,028.85 - non-profit organization.

In Favor: 7 Gardner, Randell, Brake, Hall, Lannon, Bishop, and Dugdill
Opposed: 0 Resolution CARRIED.

44-26 Randell / Brake be it resolved that the Town of Pasadena write off 2026 taxes for WESTH006 in the amount of \$10,004.28 - non-profit organization.

In Favor: 7 Gardner, Randell, Brake, Hall, Lannon, Bishop, and Dugdill
Opposed: 0 Resolution CARRIED.

45-26 Randell / Hall be it resolved that approval be given to change the dinner rate to \$46.00, the mileage rate to \$0.577 per kilometer and the incidental rate to \$11.25 per overnight travel day for travel claims.

In Favor: 7 Gardner, Randell, Brake, Hall, Lannon, Bishop, and Dugdill
Opposed: 0 Resolution CARRIED.

46-26 Randell / Hall be it resolved Moved by seconded by be it resolved that Council approve the amendment of Sick Leave to the Town of Pasadena Personnel Policy & Procedures Manual under section 6.2, paragraph 4. This section is to read:

A deduction of all normal working days (exclusive of holidays) absent for sick leave is made from accumulated sick leave. Absence due to illness shall be deducted on an hourly basis.

Councillor Brake declared being in a conflict of interest on the following resolution due to her spouse being employed with the Town of Pasadena.

In Favor: 6 Gardner, Randell, Hall, Lannon, Bishop, and Dugdill
Opposed: 0 Resolution CARRIED.

Engineering & Planning

47-26 Hall / Randell be it resolved that the Town of Pasadena approve the project amendment request for project# 17-CCR-22-00002 - Recreation Facilities Upgrade to remove the outdoor rink component in its entirety and proceed with the development of the outdoor swimming pool utilizing the entirety of the project budget.

In Favor: 4 Gardner, Randell, Brake, and Hall
Opposed: 3 Lannon, Bishop, and Dugdill. Resolution CARRIED.

Public Works

48-26 Bishop / Randell be it resolved that the Town of Pasadena accept the highest bid received from the Tender for Sale of Used Equipment for Unit # 13-01 - 2013 Arctic Cat Bearcat 570 XT Snowmobile in the amount of \$3107.00 plus HST.

In Favor: 7 Gardner, Randell, Brake, Hall, Lannon, Bishop, and Dugdill
Opposed: 0 Resolution CARRIED.

49-26 Bishop / Brake be it resolved that the Town of Pasadena accept the highest bid received from the Tender for Sale of Used Equipment for Unit # 16-06 - 2016 Chevrolet Silverado Regular Cab 4WD in the amount of \$5010.00 plus HST.

In Favor: 7 Gardner, Randell, Brake, Hall, Lannon, Bishop, and Dugdill
Opposed: 0 Resolution CARRIED.

50-26 Bishop / Brake be it resolved that the Town of Pasadena accept the highest bid received from the Tender for Sale of Used Equipment for Unit # 16-09 - 2016 Chevrolet Silverado Regular Cab 4WD in the amount of \$5100.00 plus HST.

In Favor: 7 Gardner, Randell, Brake, Hall, Lannon, Bishop, and Dugdill

Opposed: 0

Resolution CARRIED.

Recreation & Community Services

CHIEF ADMINISTRATIVE OFFICER REPORT

BUILDING PERMITS

51-26 Hall / Bishop be it resolved that the following building permits be approved as presented:

90-92 Main Street	Renovate/Expand Interior	303000
6 Ryans Road	Replace siding and doors	15000
7 Whiffen Drive	Addition to house	25000

Construction Value to March 11, 2026 \$876,000.00 New Dwelling: 1
Construction Value to March 11, 2025 \$4,167,737.00 New Dwelling: 0

In Favor: 7
Opposed: 0

Gardner, Randell, Brake, Hall, Lannon, Bishop, and Dugdill
Resolution CARRIED.

NEW BUSINESS

CORRESPONDENCE

QUESTIONS AND COMMENTS

ADJOURNMENT

52-26 Hall / Randell be it resolved that the meeting be adjourned at 8:40 p.m.

In Favor: 7
Opposed: 0

Gardner, Randell, Brake, Hall, Lannon, Bishop, and Dugdill
Resolution CARRIED.

Director of Finance and Administration

Mayor