



MINUTES

Committee of the Whole Meeting

Monday, July 6, 2026

The Minutes of the Committee of the Whole of the Town of Pasadena was duly held on Monday, July 6, 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
Carlson Way, Director of Engineering, 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 6:06 p.m.

APPROVAL OF AGENDA

93-26 Bishop / Dugdill be it resolved that the agenda for July 6, 2026 be approved as presented.

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

APPROVAL OF MINUTES

94-26 Bishop / Hall be it resolved that the minutes for the June 15, 2026 Regular Council meeting be approved as presented.

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

DEPARTMENTAL REPORTS

Recreation & Community Services

- Beach operations - roles, responsibilities and communication
 - Council reviewed recent beach flooding concerns and operational questions from the Oasis owners, including the bouncy pillow power connection, lease responsibilities and waste disposal. The Chief Administrative Officer clarified that the owners are responsible for their lease obligations while the town will address electricity requirements with regards to the bouncy pillow operation.
- Communities in Bloom
 - Council members were encouraged to attend the meet and greet session which will be held on July 14, 2026 at 5:30 p.m at the Pineridge Lodge.

Councillor Brake joined the meeting at 6:27 p.m.

Finance & Administration

- Accounts Payable
 - Reviewed and discussed accounts payable listing.
- Invoices over CAO limit
 - Motion to be added to the next Regular Council meeting to approve payment of invoices for the service and emergency repairs to the Kaeser blower at the sewage lagoon and approve payment of invoice for the cost of asphalt patching on town roads.
- Records Management & Retention policy - updated
 - Motion to be added at the next Regular Council meeting to approve updated Records Management and Retention Policy
- Delegation policy review
 - Council reviewed the current delegation policy and agreed no changes were required.
- Micro-mobility by-law
 - Discussed the development of a micromobility by-law with particular focus on the safe operation of electric scooters and e-bikes within the municipality. Council agreed to send a letter to the Minister requesting provincial legislation and to host a public education session on the safe use of this equipment.
- Interest write off request
 - Following discussion of resident's request for property tax interest write-off, Council agreed that the request be denied.
- Committee structure
 - Discussed the current committee structure and the potential creation of an Economic Development committee to explore opportunities related to community growth, tourism and commercial development.

Engineering, Planning & Public Works

- Council reviewed the areas staff identified for road resurfacing and the option of financing the project to complete the work:
 - Ryans Road from First Avenue to Lakeshore Drive
 - Ryans Road to 21 Lakeshore Drive (where Marine Contractors are tying in the force main)
 - Stentafor Avenue from Pardys gate to the highway (partially T1 Road)
 - Pine Avenue from Whiffin Drive to the bottom of the hill before Clarke Drive
 - Boom Siding from overpass west to town limit
- First Avenue/Ryans Road storm sewer & sidewalks
 - Councillor Lannon raised the long-term need for sidewalk installation on these streets. The CAO advised that the estimated cost is approximately \$1.5 million and noted that the town would need to apply for cost shared funding in the future to help finance the project.
- Tipping Drive development
 - The CAO presented an update on the Tipping Drive development proposal. Council will provide direction on the proposal at a future meeting.
- Reviewed property owner's concern regarding tree issue on Ninth Avenue and determined that the property owners are responsible for following their original development permit. The trees are to remain on the property and must be maintained by the owners
- Purchase request - 18 Thistle Avenue
 - Council reviewed a request from a resident to purchase town-owned land at 18 Thistle Avenue and decided to decline the offer at this time.
- Boundary expansion
 - Public consultation is expected to begin in late summer or early fall.

CORRESPONDENCE

IN-CAMERA SESSION

- Discussed human resources matter.

Councillor Brake left the meeting at 9:36 p.m.

ADJOURNMENT

95-26

Hall / Lannon be it resolved that the meeting be adjourned at 9:44 p.m.

In Favor: 6
Opposed: 0

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

Director of Finance and Administration

Mayor