MINUTES
Regular Council Meeting
Monday, August 17, 2026

The Minutes of the Regular Council of the Town of Pasadena was duly held on Monday, August 17, 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: Brian Hudson, Chief Administrative Officer

STAFF PRESENT: 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 8:00 p.m.

APPROVAL OF AGENDA

109-26 Bishop / Randell be it resolved that the agenda for August 17, 2026 be approved as presented.

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

APPROVAL OF MINUTES

110-26 Randell / Brake be it resolved that the minutes for the August 4, 2026 Committee of the Whole meeting be approved as presented.

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

PETITIONS OR VISITING GROUPS

BUSINESS ARISING FROM MINUTES

NOTICE OF RESOLUTIONS AND NOTICE OF QUESTIONS NEEDING DETAILED ANSWERS

NOTICE OF RESOLUTIONS ARISING OUT OF MINUTES

DEPARTMENTAL REPORTS

Finance & Administration

111-26 Randell / Hall be it resolved that Council approve the following Records Management and Retention policy. Any former Records Management and Retention policy shall be considered rescinded.

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

112-26 Randell / Dugdill be it resolved that approval be given to pay cheque #'s 00875 to 00892 in the amount of $53,111.51 and EFT listing in the amount of $740,031.80.

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

113-26 Randell / Hall be it resolved that approval be given to pay invoice # 26262 from Gorman Engineering Ltd. in the amount of $37,720.00 (taxes included) - services provided to initiate the preliminary engineering and design phase of the Main Street Re-surfacing project (Phase 1).

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

Councillor Bishop asked about the status of the tender for the Main Street Re-surfacing project and expressed concern regarding when it will be issued. It would be beneficial to have the tender released this year, as the project will likely not be completed by year-end. However, the pricing would be honoured, allowing the project to proceed into the following year without affecting the quoted pricing.

Engineering, Planning & Public Works

The following motion was presented and moved by Councillor Bishop and seconded by Councillor Brake however there was no recorded vote.

be it resolved that the Town of Pasadena confirms that it meets all requirements of Canada - Rural Transit Solution Fund Agreement and accepts, authorizes and endorses the project.

After further discussion regarding this purchase and following Councillor Hall's suggestion to bring the matter forward for consideration at the next Committee of the Whole meeting, Councillor Bishop presented the following resolution:

114-26 Bishop / Lannon be it resolved that council approve deferring both motions presented on the agenda regarding the Canada - Rural Transit Solutions Fund until the next Committee of the Whole meeting which is scheduled for September 8, 2026.

In Favor: 6 Gardner, Randell, Hall, Lannon, Bishop, and Dugdill
Opposed: 1 Brake. Resolution CARRIED.

BUILDING PERMITS

115-26 Bishop / Dugdill be it resolved that the following building permits be approved as presented:

21 Foote Street	Extension on Garage	10000
11 Hillview Avenue	Windows, siding, deck repair	10000
3 Dawe Place	Replace back deck	2500
7 Majors Lane	Install root cellar	1800
26 Glendale Ave	Install Deck/Wood Platform	800
93 Midland Row	Accessory building and driveway	15000
10 Bishop Avenue	Fence	1500
10 Columbus Way	Replace deck and step at back of house	1000
12 Lakewood Drive	Replace existing ramp and step	1000
4 Walshs Avenue	Replace boards on front landing & steps	1000
26 Circular Road	Add privacy wall to existing back deck	1500
21 Wagg Place	Replace roof shingles	5000
14 Tapp Drive	New Dwelling	350000

Construction Value to August 12, 2026 $8,944,338.00 New Dwelling: 15
Construction Value to August 12, 2025 $9,388,296.00 New Dwelling: 9

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

NEW BUSINESS

CORRESPONDENCE

Councillor Bishop inquired whether the town has identified a list of infrastructure projects that it would like to pursue in the coming year. He requested that this matter be added to the agenda for the next Committee of the Whole meeting for further discussion.

QUESTIONS AND COMMENTS

ADJOURNMENT

116-26 Bishop / Brake be it resolved that the meeting be adjourned at 8:26 p.m.

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

Director of Finance and Administration

Mayor