



MINUTES

Committee of the Whole Meeting

Monday, October 5, 2026

The Minutes of the Committee of the Whole of the Town of Pasadena was duly held on Monday, October 5, 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 6:24 p.m.

APPROVAL OF AGENDA

133-26 Bishop / Lannon be it resolved that the agenda for October 5, 2026 be approved as presented.

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

APPROVAL OF MINUTES

134-26 Randell / Bishop be it resolved that the minutes for the September 21, 2026 Committee of the Whole meeting be approved as presented.

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

135-26 Hall / Dugdill be it resolved that the minutes for the September 21, 2026 Regular Council meeting be approved as presented.

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

DEPARTMENTAL REPORTS

Engineering, Planning & Public Works

- Site-Specific Safety Plan (SSSP) Policy statement - for the Department of Transportation and Infrastructure Depot
 - The policy statement was presented to council for consideration and subsequently approved to proceed by consensus. Following council's approval, Mayor Gardner formally signed the statement, which will be reviewed on an annual basis.
- DRA #18 - Bonnell Drive
 - Council discussed this amendment regarding the proposed rezoning of land on Bonnell Drive. A preliminary development plan submitted by the developer was reviewed and considered. During the discussion, it was noted that the Director of Engineering, Planning and Public Works would obtain

additional information from the developer to provide Council with a clearer understanding of the proposed development.

- CMHC pre-approved residential designs
 - The designs were presented and discussed. A motion to be added to the next Regular Council meeting to consider the adoption of the pre-approved residential designs developed as part of the Housing Accelerator Fund project.
- ePermitting - Housing Accelerator Fund
 - Discussed upgrading our current permitting process requirements as part of the Housing Accelerator Fund agreement. The town is currently in the process of implementing an e-permitting module through its TownSuite software to modernize and streamline the permitting process.
- Environmental Assessment - Marina Breakwater
 - A proposal has been received to conduct an environmental assessment for the proposed breakwater construction. The Director of Engineering, Planning and Public Works will seek additional quotes. A motion to be added at a future council meeting to engage a consultant to undertake and complete the environmental assessment.
- Fifth Avenue Development
 - Council discussed the proposed commercial development, which requires a drive-through component for the proposed business. The possibility of selling a portion of town-owned land to facilitate the development was discussed, noting that the sale would require a public auction process.

Councillor Brake joined the meeting at 7:19 p.m.

- Street Names
 - Discussed the development at 2A Midland Row with two new roads requiring street names. Council is requested to provide a list of potential street names for staff consideration for this and future developments.
- Application to renovate 138 Main Street to include self storage units
 - An application has been received requesting renovations to accommodate self-storage units. The proposed change of use requires discretionary approval. Public notice will be posted this week to invite comments or concerns regarding the application.
- 2A Midland Row - Development drawing
 - Council discussed the preliminary drawings received from the developer, including the proposed trail shown along the southeast side of the development. Following discussion, Council agreed that the Director of Engineering, Planning and Public Works should follow up with the developer to propose relocating the trail to the north side of the proposed development and add additional greenspace.
- Removal orders
 - Discussed orders for properties located at 10 Castlewood Drive and 160 Midland Row

CORRESPONDENCE

IN-CAMERA SESSION

ADJOURNMENT

136-26 Hall / Brake be it resolved that the meeting be adjourned at 8:35 p.m.

In Favor: 7
Opposed: 0

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

Director of Finance and Administration

Mayor