

**THE OROMOCTO TOWN COUNCIL MEETING
IN REGULAR SESSION
AT THE OROMOCTO MUNICIPAL BUILDING
THURSDAY, 18 MARCH 2021 @ 5:30 PM**

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1. RECORDING OF ATTENDANCE

Present:

Mayor Robert Powell
Deputy Mayor J Kirkbride
Councillor S Mawhinney
Councillor L Dawe
Councillor K Murdock
Councillor A Zaporzan

In Attendance:

S Hart, Chief Administrative Officer

C Goguen, Asst Town Clerk

Remote:

J Thomson, Treasurer

J Price, Fire Chief

B Jarratt, Recreation and Tourism

J Jackson, Director of Planning and Compliance

S Basque, Town Engineer

2. APPROVAL OF AGENDA

It was moved by Councillor Mawhinney, seconded by Councillor Murdock

2021-029 RESOLVED: THAT the agenda for the Oromocto Town Council Meeting in Regular Session on 18 February 2021 be approved. **CARRIED**

3. CORRECTION AND ADOPTION OF MINUTES OF THE OROMOCTO TOWN COUNCIL

It was moved by Councillor Dawe, seconded by Deputy Mayor Kirkbride,

2021-030 RESOLVED: THAT the minutes for the Oromocto Town Council Meeting in Regular Session on 18 February 2021 be approved. **CARRIED**

4. READING OF PETITIONS AND HEARING OF DELEGATIONS – Nil

5. READING OF COMMUNICATIONS – Nil

6. REPORTS OF FORMAL COMMITTEES

a) **Council in Committee**

i) Annex “A” Police Report - Nil

ii) Annex “B” – Planning and Compliance Report

It was moved by Councillor Mawhinney, seconded by Councillor Dawe,

2021-031 RESOLVED: THAT the Planning and Compliance Report, attached as Annex “B”, for the month of February 2021, be accepted. **CARRIED**

iii) Annex “C” - Fire Report

It was moved by Councillor Murdock, seconded by Deputy Mayor Kirkbride,

2021-032 RESOLVED: THAT the report of the Fire Department, attached as Annex “C” and its Appendix 1, Response Analysis Report, for the month of February 2021, be accepted. **CARRIED**

iv) Annex “D” - Financial Report

It was moved by Councillor Dawe, seconded by Councillor Murdock,

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2021-033 RESOLVED: THAT the accounts for the month of February 2021 as shown in Annex “D”, be accepted. **CARRIED**

v) Annex “E” – Engineering & Public Works Report

It was moved by Councillor Murdock, seconded by Deputy Mayor Kirkbride,

2021-034 RESOLVED: THAT the report of the Department of Engineering and Public Works attached as Annex “E” for the month of February 2021, be accepted. **CARRIED**

vi) Annex “F” Recreation and Tourism Report

It was moved by Deputy Mayor Kirkbride, seconded by Councillor Mawhinney,

2021-035 RESOLVED: THAT the report of the Recreation and Tourism Department, attached as Annex “F” for the month of February 2021, be accepted. **CARRIED**

vii) Personnel Report – The Mayor announced it was Disability Week in Canada. He also acknowledged and thanked staff for the work that was recently completed on the Parks Strategy and the Wayfinding Project. He then extended a sincere thank you to Mr. Steven Hart, Chief Administrative Officer, for his work over the past three years and wished him all the best in his new position in the City of Fredericton.

b) Recreation and Tourism Committee Report – Nil

7. REPORTS OF NON-COUNCIL COMMITTEES AND AGENCIES - (Verbal)

a. **Oromocto and Area Chamber of Commerce** – Councillor Dawe advised the Chamber held its monthly meeting on 10 March 2021. Items discussed included the Wayfinding Project, a new pamphlet about the OACC; a membership request from Oromocto First Nation; a presentation by the Oromocto Fire Department; and the Oromocto Dollars Initiative.

b. **Oromocto Pioneer Gardens** – Nil

c. **Planning Advisory Committee** – Nil

8. CONSIDERATION OF BY-LAWS - Nil

9. UNFINISHED BUSINESS – Nil

10. NEW BUSINESS

a. **Resignation of Chief Administrative Officer**

It was moved by Deputy Mayor Kirkbride, seconded by Councillor Mawhinney,

2021-036 RESOLVED: THAT Council accepts the resignation from Steven Hart, Chief Administrative Officer, effective 24 March 2021; and that Mr. Richard Isabelle be appointed to the position of interim Chief Administrative Officer until the vacant position is filled. **CARRIED**

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b. CAO Executive Recruitment

It was moved by Councillor Mawhinney, seconded by Councillor Dawe,

2021-037 RESOLVED: THAT the Chief Administrative Officer/Clerk be authorized to engage the executive recruitment services of KBRs in the amount of \$27,000 (twenty-seven thousand) plus expenses, plus HST for the provision of recruitment services to fill the position of the Chief Administrative Officer. This is an unbudgeted expenditure and funding is available from within General Operating Account #14780-10. **CARRIED**

c. Brokerage Service Agreement

It was moved by Councillor Dawe, seconded by Councillor Murdock,

2021-038 RESOLVED: THAT the Mayor and Chief Administrative Officer/Clerk be authorized to enter into an Agreement with Cain Insurance Services Ltd for the provision of brokerage services to expire 31 March 2022 in the amount of \$20,000 (twenty thousand dollars). Funding is available from within General Operating Account #14740-10. **CARRIED**

d. Municipal Insurance Renewal

It was moved by Councillor Murdock, seconded by Councillor Mawhinney,

2021-039 RESOLVED: THAT the Mayor and Chief Administrative Officer/Clerk be authorized to enter into an agreement as coordinated by Cain Insurance Services Ltd for the provision of municipal insurance in the amount of \$240,319 (two hundred forty thousand three hundred and nineteen dollars) effective 1 April 2021 for a one-year period. Funding is available from within General Operating Account #14740-10. **CARRIED**

e. Nason Crescent Fencing

It was moved by Councillor Dawe, seconded by Deputy Mayor Kirkbride,

2021-040 RESOLVED: THAT Council authorizes the Town Engineer to install a fence, along the Town's easement, at the rear of the properties located on Nason Crescent that back onto the commercial property on Restigouche Road. This is an unbudgeted expenditure and funding is available from within General Operating Account #14780-10. **CARRIED**

f. Visitor Information Centre – Tender Award

It was moved by Councillor Mawhinney, seconded by Councillor Dawe,

2021-041 RESOLVED: THAT Quantum Construction, the low bidder, be awarded the tender for the construction of a new visitor information centre in the amount of \$832,000 (eight hundred and thirty-two thousand) plus HST; and, that the Chief Administrative Officer be authorized to expend a further \$246,000 (two hundred and forty-six thousand) for the site preparation work. The VIC will be partially funded through the Small Communities Fund. Other funds include \$300,000 (three hundred thousand dollars) from the General Capital Reserve Fund and another \$246,000 (two hundred and forty-six dollars) available from within General Operating Account #14780-10. **CARRIED**

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g. Park Improvement Strategy

It was moved by Councillor Kirkbride, seconded by Councillor Mawhinney,

2021-042 **RESOLVED: THAT** Mayor and Council accept the 2021-2025 Park Improvement Strategy as presented at Council in Committee on 16 March 2021; and that an additional \$80,000 (eighty thousand dollars) be allocated to this project for Year 1. Funding is available from within General Operating Account #14780-10. **CARRIED**

h. Wayfinding Project

It was moved by Councillor Murdock, seconded by Deputy Mayor Kirkbride,

2021-043 **RESOLVED: THAT** the Chief Administrative Officer be authorized to expend \$23,466 (twenty-three thousand, four hundred and sixty-six dollars) plus HST to install three welcome signs as part of Phase 1 of the joint Town of Oromocto/Oromocto and Area Chamber of Commerce Wayfinding Project. This is an unbudgeted expenditure and funding is available from within General Operating Account #14780-10. **CARRIED**

11. **ADJOURNMENT**

It was moved Councillor Dawe, seconded by Deputy Mayor Kirkbride,

2021-044 **RESOLVED: THAT** the Regular Session of Oromocto Town Council of 18 March 2021 be adjourned at 6 pm. **CARRIED**



Steven Hart
Chief Administrative Officer/Clerk



Robert E Powell
Deputy Mayor