

**THE OROMOCTO TOWN COUNCIL MEETING
IN REGULAR SESSION
AT THE OROMOCTO MUNICIPAL BUILDING
THURSDAY, 16 May 2019 @ 7:00 PM**

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1. RECORDING OF ATTENDANCE

Present:

Mayor R Powell
Councillor R Henry
Councillor K Murdock
Councillor S Mawhinney
Councillor A Zaporzan
Councillor L Dawe

Absent:

Deputy Mayor J Kirkbride

In Attendance:

S Hart, CAO
C Abbott, Asst Town Clerk
J Thomson, Treasurer
S Brewer, Roads and Grounds
B Jarratt, Director Recreation & Tourism
J Jackson, Director Planning & Compliance
R Cummings, Deputy Fire Chief

2. APPROVAL OF AGENDA

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

2019-060 RESOLVED: THAT the agenda for the Oromocto Town Council Meeting in Regular Session on 16 May 2019 be approved. **CARRIED**

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

It was moved by Councillor Zaporzan, seconded by Councillor Henry

2019-061 RESOLVED: THAT the minutes for the Oromocto Town Council Meeting in Regular Session on 18 April 2019 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**

It was moved by Councillor Henry, seconded by Councillor Mawhinney

2019-062 RESOLVED: THAT the report of the Police, attached as Annex "A", for the month of April 2019 be accepted. **CARRIED**

ii) **Annex "B" – Planning and Compliance Report**

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

2019-063 RESOLVED: THAT the Planning and Compliance Report, attached as Annex "B", for the month of April 2019 be accepted. **CARRIED**

iii) **Annex "C" - Fire Report**

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

2019-064 RESOLVED: THAT the report of the Fire Department, attached as Annex "C" and its Appendix 1, Response Analysis Report, for the month of April

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2019, be accepted. **CARRIED**

iv) Annex "D" - Financial Report

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

2019-065 RESOLVED: THAT the accounts for the month of April 2019 as shown in Annex "D" be accepted. **CARRIED**

v) Annex "E" – Engineering & Public Works Report

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

2019-066 RESOLVED: THAT the report of the Department of Engineering and Public Works attached as Annex "E" for the month of April 2019 be accepted. **CARRIED**

vi) Annex "F" Recreation and Tourism Report

It was moved by Councillor Henry, seconded by Councillor Zaporzan,

2019-067 RESOLVED: THAT the report of the Recreation and Tourism Department attached as Annex "F" for the month of April 2019 be accepted. **CARRIED**

vii) Personnel Report – Mayor Powell expressed his condolences to the family and friends of Mr. Peter Doherty, a long-time employee of the Town. In addition, he wished Mr. Dwight Murray well on his retirement. The Mayor proclaimed it Lyme Disease month and cautioned all to check pets and family regularly for ticks after being outdoors.

Recreation and Tourism Committee Report (Verbal) – Councillor Murdock reported that the Awards Recognition Dinner is coming up next week and that there will be the 2nd Annual Oromocto West run on 16 June 2019. She stated the next meeting will be held on 5 September 2019 @ 5:30 pm.

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

a. **Oromocto and Area Chamber of Commerce** – Councillor Dawe reported the chamber's regular monthly board meeting was held on 8 May 2019. A few items discussed included: the Oromocto First Nations requesting general sponsorship for the 2019 NB Indian Games; the establishment of seven committees, the annual sponsorship for the Pioneer Days Breakfast, the monthly newsletter; and the meet and greet on 13 May 2019 at Mac's Diner. In addition, she reminded Council of the annual Oromocto and Area Chamber of Commerce BBQ will be held on 12 June 2019 from 5-6:30pm. The next chamber meeting will be held on June 12 at 7:30 am.

b. **Planning Advisory Committee** – Nil

c. **Library** – Nil

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- d. **Oromocto Pioneer Gardens** – Councillor Mawhinney reported the meeting was held on 15 May 2019 at the Municipal Building. Most of the discussion at that meeting centred around upcoming work to be completed at the cemetery.

- e. **Age-Friendly Community Committee** – Councillor Murdock reported the Age-Friendly Community Committee met on 17 April 2019 and discussed the upcoming survey; the Alzheimer's Walk and issues related to mobility issues with the square curbs versus round curbs. The Committee will await the results of the surveys before bringing forth recommendations to Council.

8. **CONSIDERATION OF BY-LAWS** – Nil

9. **UNFINISHED BUSINESS** – Nil

10. **NEW BUSINESS**

a. **Appointment – Recreation & Tourism Committee**

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

2019-068 **RESOLVED THAT** Sean Studham be appointed to the Recreation & Tourism Committee for a second, two-year term effective 01 June 2019 to 30 May 2021. **CARRIED**

b. **TD Bank Operating Credits Agreement**

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

2019-069 **RESOLVED THAT** the Mayor and Chief Administrative Officer/Clerk be authorized to enter into an operating credits agreement with the Toronto Dominion Bank. The cumulative operating credits represent 4% of the 2019 General Operating Fund Budget and 50% of the 2019 Water Sewer Operating Fund Budget in compliance with the Local Governance Act and as discussed at Council in Committee on 14 May 2019. **CARRIED**

c. **Anglophone West School District/Town of Oromocto Reciprocal Agreement**

It was moved by Councillor Mawhinney, second by Councillor Zaporzan,

2019-070 **RESOLVED THAT** the Mayor and Chief Administrative Officer/Clerk be authorized to renew the agreement with Anglophone West School District as reviewed at Council in Committee on 14 May 2019. **CARRIED**

d. **Tender Award – Asphalt Resurfacing & Concrete Curb**

It was moved by Councillor Henry, seconded by Councillor Mawhinney

2019-071 **RESOLVED THAT** of the two (2) bids received for asphalt surfacing and concrete curbs on Town streets, that the lowest bid from Northern Construction Ltd. in the amount of \$1,205,244.86 (one million, two hundred and five, two hundred and forty-four dollars and eighty-six cents), including HST, be accepted. Funding is available from within General Capital Accounts 29299-20, 29311-20 29325-20, 29327-20 and Water and Sewer Capital Account 49095-40. **CARRIED**

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e. Tender Award – Cook Court

It was moved by Councillor Murdock, second by Councillor Henry

2019-072 **RESOLVED: THAT** of the six (6) bids received for site servicing of Cook Court, that the lowest bid from KDB Engineers/Contractors Ltd. in the amount of \$117,085.53 (one hundred seventeen thousand, eighty-five dollars and fifty-three cents), including HST, be accepted. Funding is available from within General Capital Account 29338-20. **CARRIED**

f. 2018 Audited Financial Statements

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

2019-073 **RESOLVED THAT** the Town of Oromocto audited financial statements, for the fiscal year ended 31 December 2018, prepared and presented by Grant Thornton Chartered Accountants at Council in Committee 14 May 2019, be accepted **CARRIED**

g. Land Sale Agreement – Brayson Boulevard

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


2019-074 **RESOLVED THAT** the Mayor and Chief Administrative Officer/Clerk be authorized to enter into an agreement for the sale of approximately 21,000 square feet of land, located off Brayson Boulevard, as discussed at Council in Committee on 14 May 2019. **CARRIED**

11. **ADJOURNMENT**

It was moved Councillor Murdock, seconded by Councillor Henry,

2019-075 **RESOLVED: THAT** the Regular Session of Oromocto Town Council of 16 May 2019 be adjourned at 7:21 pm. **CARRIED**


Steven Hart
Chief Administrative Officer/Clerk


Robert E Powell
Mayor

**ANNEX A - MONTHLY POLICE REPORT FOR APRIL 2019
RCMP WEST DISTRICT - OROMOCTO DETACHMENT**

OCCURENCES	April 2019	Year to Date 2019	April 2018	Year to Date 2018	Includes but not limited to:
Agency Defined Activity (Non-Offences)	101	386	101	351	Non-offence intelligence/information files, assistance files, administrative police functions, 911 calls, false alarms
Mental Health	9	57	14	39	
Vehicle Check Stops	13	32	5	25	
Vehicle Collisions - Total	18	76	12	67	
Fatal	0	0	0	0	
Injuries	1	4	1	6	
Damage over \$1,000	6	29	6	23	
OFFENCES					
Traffic - Total	30	102	36	107	Traffic collision, impaired operation, speeding, driving while disqualified, failure to stop or remain at scene of accident, check stop
Speeding	2	19	13	37	
Seatbelt	0	1	1	5	
Distracted Driving	10	17	0	13	
Property Crime - Total	31	94	25	64	Mischief, break and enter, theft, possession of property obtained by crime, fraud, arson
Mischief to property	10	25	7	17	
Break and Enter	1	6	4	11	
Theft	12	34	10	36	
Crimes Against Persons - Total	13	51	11	55	Assault, uttering threats, sexual interference / exploitation / luring over the internet, criminal harassment / intimidation
Assault	8	25	6	32	
Sexual Assault	0	2	0	2	
Other Criminal Code	9	31	8	41	Peace disturbance, failure to comply with probation, offensive weapons, counterfeit money, public mischief, defamatory libel
Drug	1	2	3	6	Trafficking, production, possession
Other Federal Statute	0	0	0	0	Customs and Excise Act, Youth Criminal Justice Act, Explosive Act, Corrections & Conditional Release Act
Provincial Statute	3	7	1	1	Liquor Act, Off-Road Vehicle Act, Wildlife Act, Trespassing Act
Municipal By-Law	3	11	2	7	Parking, Noise Disturbances

Significant Events	1	189 calls for service in the Town of Oromocto during the month of April 2019. 13 check-stops conducted and 30 POPAs issued (including 10 use of electronic handheld device, 3 driving without a license. 6 warnings were issued.
	2	Oromocto RCMP laid charges in two impaired driving investigations.
	3	8 complaints of assault were received, 3 have charges laid and 5 are still under investigation. The assaults were minor in nature.

Submitted by: Sgt. Andrew GRIFFITHS, Detachment Commander



MONTHLY BUILDING REPORT

Month of April 2019

	No. of Permits	Monthly \$ Value 2019	\$ Value of Const to Date 2019	Monthly \$ Value 2018	\$ Value of Const to Date 2018
RESIDENTIAL					
R-1 (New)	1	\$321,000	\$321,000	\$0	\$525,491
R-2	0	\$0	\$0	\$0	\$0
R-3	0	\$0	\$0	\$0	\$1,100,000
R-4 (Repairs/Alterations)	3	\$53,500	\$165,650	\$66,500	\$108,000
R-5 (Fences)	3	\$21,600	\$21,600	\$2,800	\$2,800
R-6 (Sheds)	2	\$7,000	\$13,700	\$5,600	\$5,600
R-7 (Garages)	0	\$0	\$0	\$0	\$0
R-8 (Swimming Pools)	1	\$6,000	\$6,000	\$0	\$0
R-9 (Temporary Storage Shelters)	0	\$0	\$0	\$0	\$0
R-10 (Decks)	3	\$7,500	\$8,500	\$10,900	\$12,700
SIGNAGE					
S-1 (Signs)	1	\$10,000	\$11,300	\$2,000	\$2,000
COMMERCIAL					
C-1 (New)	0	\$0	\$40,000	\$600,000	\$1,010,000
C-2 (Alterations)	4	\$58,800	\$73,800	\$71,000	\$97,000
INDUSTRIAL					
I-1 (New)	0	\$0	\$0	\$0	\$200,000
I-2 (Alterations)	0	\$0	\$0	\$0	\$0
INSTITUTIONAL					
Inst (New)	0	\$0	\$0	\$0	\$0
Inst (Alterations)	0	\$0	\$0	\$0	\$0
Totals	18	\$485,400	\$661,550	\$758,800	\$3,063,591
New Dwelling Units					
	Monthly Permits 2019	Dwelling Units to Date 2019	Monthly Permits	Dwelling Units to Date 2018	
R-1	1	1	0	2	
R-2	0	0	0	0	
R-3	0	0	0	1	
Permits Issued	18	32	23	35	
Revenue	\$3,854	\$5,291	\$6,028	\$23,431	



John Jackson, CRBO, NBCBO
Director of Planning & Compliance

**PLANNING AND COMPLIANCE BRANCH
APRIL 2019 MONTHLY REPORT
APPENDIX 1 to ANNEX "B"**

ADMINISTRATION

1. The scheduled PAC meeting to be held on 1 May 2019 was cancelled as there was no pressing agenda items or applications for consideration;
2. Prepared new application forms for insertion onto our website as a result of the adoption of the new Building By-Law 513;
3. Received, reviewed, and responded to several requests from property owners and solicitors for information contained within their files and provided on-site visits;
4. Working with a specialist in strategy implementation on the development of our performance management software (Cascade);
5. Continuing to compile information on development and research into modernizing our subdivision by-law; and
6. Home Sales Analysis. Number of homes listed has increased 32% from the previous month, which is typical at this time of year; however remains 22% lower from this time last year.

Analysis of Current Housing Market			
01/05/2019			
		2019	2018
Houses for Sale		78	100
Breakdown by Asking Price			
0 - 100000	0		
100000 - 150000	6	35	49
150000 - 200000	19		
200000 - 225000	10		
225000 - 250000	10		
250000 - 275000	13	27	37
275000 - 300000	4		
300000 - 325000	5		
325000 - 350000	4	16	14
350000 +	7		
Condominiums		6	8
Row House		4	3

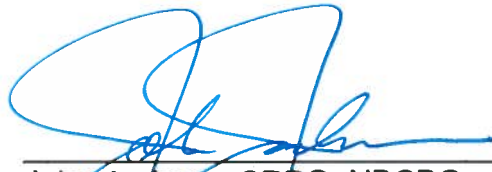
PLANNING & FUTURE DEVELOPMENT

1. Supporting the CAO to continue to promote and met with various interested parties in potential development opportunities and lease agreements;
2. Weekly site inspections are continuing as work is progressing in the construction of the new Arc-en-Ciel school;
3. Worked with Engineering & Public Works to develop a conceptual design for the completion of Finnamore Street Extension; and
4. Continued to support the Rec. & Tourism Director with laying out different sites for a possible multi-use facility.

**PLANNING AND COMPLIANCE BRANCH
APRIL 2019 MONTHLY REPORT
APPENDIX 1 to ANNEX "B"**

COMPLIANCE & BY-LAW ENFORCEMENT

1. Staff working diligently at contacting permit holders on open permits in order to perform inspections to close such permits and return building deposits;
2. Received and responded to numerous inquiries relative to Town By-Law compliance concerns including complaints over the cleanup of garbage and general untidiness, as is typical this time of year as the snow melts;
3. In April, the staff spent a total of 26 hours on by-laws and compliance issues; and
4. Activity with regards to performing on-site building inspections continues to be steady. Staff has completed 46 building inspections in April.



John Jackson, CRBO, NBCBO
Director of Planning & Compliance

ANNEX "C" FIRE REPORT- APRIL 2019



ADMIN:

- The department began and completed interviews for the new Administrative Assistant
- The Acting Assistant Deputy Fire Chief attended the New Brunswick Association of fire officers conference
- The department held a public meeting with EMO for Maugerville residents in preparation for the flood which provided information about typical topics such as transportation, sandbags, and allowed for questions to be answered
- We attended the Maugerville community breakfast where we distributed resident passes for those who would be potentially affected by the flood as well as registered residents for the Sentinel alert system
- Over the course of three evenings crews went door to door to issue resident vehicle passes in preparation for the flood, as well as provide handouts
- The management team took part in the management development training
- Supported the swift water boat course

EMERGENCY RESPONSES

- Total Responses: 66
- In Town: 44
- Out of town: 22
- During the month of April we had 31 medical calls
- On April 26th there was report of a boat in distress in Grand Lake. It was reported that there were three flares fired off from the area of this boat, as a result our boats responded along with four other boats
- On April 27th we were requested for mutual aid by Fredericton. They requested an engine and full crew to assist with a structure fire at 224 Regent St
- On April 28th crews responded to Rusagonis for a backyard fire where a persons clothing caught fire. ANB were also on scene for a male with 2nd degree burns
-

TRAINING:

- The department spent **1035.5** hours training this month (Volunteer 441.5, Career 594)
- EMR recertification
- Technician Level swift water rescue course
- Below grounds fires
- Capital district hazmat course
- Level 1 training

MAINTENANCE:

- The department spent **92** hours on maintenance this month (Volunteer 74, Career 18)
- Monthly truck checks: 74 hours
- Fuel trucks
- Forestry hose on truck

FIRE PREVENTION/ INSPECTIONS:

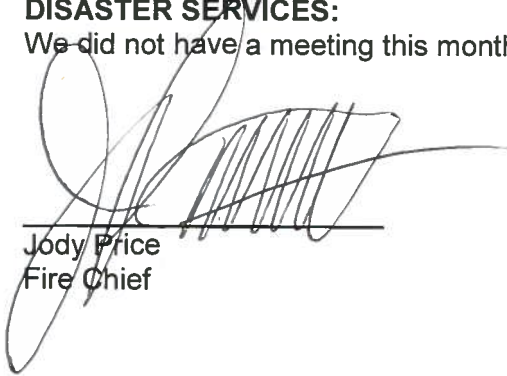
- All 8 public defibrillators were inspected
- Total building inspections: 11

COMMUNITY SERVICES:

- This month OFD spent a large amount of time supporting communities within our coverage area during the 2019 flood.

DISASTER SERVICES:

We did not have a meeting this month due to the preparation for the flood.



Jody Price
Fire Chief

**MONTHLY REPORT TO COUNCIL
ANNEX C - APPENDIX "1"
RESPONSE ANALYSIS**



Total Incidents - April 2019

66

	IN TOWN	OUT OF TOWN	TOTAL
April 2019	44	22	66
Year to Date (2019)	135	97	232


Type of Call	April 2019	2019 Year-to-Date	April 2018	2018 Year-to-Date
Structure Fire	0	4	3	4
Vehicle Fire	1	6	1	5
Grass/Brush Fire	4	4	7	8
Refuse Fire	0	1	4	4
Chimney Fire	1	3	1	2
Electrical Fire	0	1	0	1
Misc. Fire	3	7	0	5
MVC	5	51	14	49
Water/Ice Rescue	2	3	8	8
Misc Rescue	1	1	0	3
Medical	31	97	25	78
Gas/Oil Spill	0	1	0	0
Natural Gas/Propane	0	2	0	0
Chemical Emergency	0	1	0	0
Electrical Problem	3	7	3	7
Powerline Down	3	4	0	1
Locked-out	0	0	0	0
Mutual Aid	1	2	0	1
Misc. Assistance	4	4	2	4
Airport Coverage	0	0	0	0
FA Power Failure	0	0	0	0
FA Malfunction	0	1	0	6
FA Sprinkler Surge	0	1	0	3
FA Accidental	5	20	0	15
FA Carbon Monoxide	0	1	0	4
FA Unknown Odour	1	4	0	1
FA Misc.	1	7	4	7
TOTAL	66	232	72	216

	CURRENT MONTH	YTD 2019
OVERTIME HOURS (Union)	686	2751
Flood ONLY	407.5	407.5
OVERTIME HOURS (Management)	9	48
Flood ONLY	300.5	300.5
TRAINING – MANHOURS	594	1,473.5
INVESTIGATIONS	0	4

J. Price
J. PRICE
FIRE CHIEF

DEPARTMENT OF ENGINEERING AND PUBLIC WORKS
APRIL 2019 Town Engineer's Report

<u>Roads and Grounds Section:</u>	OVERTIME	
	<u>2018</u>	<u>2019</u>
Highlights for this section include:	54	313
<ul style="list-style-type: none"> - Hauled recyclables to FRSWC (36.6 tonne for the month). - Repaired, welded, sandblasted and painted snow removal equipment. - Cut trees and picked up broken limbs at various town properties. - Filled potholes around the Town. - Swept streets, sidewalks and parking lots. - Started to repair plow damage from the winter season. 		
<u>Water and Sewer Section:</u>	160	238
Highlights for this section include:		
<ul style="list-style-type: none"> - Sampling and flushing to help resolve discoloured water issue due to low pH - Water breaks on McKenzie Avenue and Enniskillen Drive. - Enbridge Excavation Safety Presentation. - Routine water and wastewater samples. - Meter reads and repairs. - MPWWA Annual Conference. - Dragar Air Monitor Training. 		
<u>Building Maintenance Section:</u>	15	44
Highlights for this section include:		
<ul style="list-style-type: none"> - Completed renovations at RCMP Level 3. - Repair rear door at the Kings Arrow Arena. - Phase 1 of renovations at Fire Station #2. - Flood preparation. 		
<u>Construction & Engineering</u>		
Highlights for this section include:		
<ul style="list-style-type: none"> - Paving & curbing design. - Building permit processing. 		
<u>Animal Control Officer:</u>	9	18
<u>Mechanical Maintenance Section:</u>	52	162


 Steven Basque, P.Eng.
 Town Engineer



ANNEX F

**RECREATION AND TOURISM DEPARTMENT
MONTH END REPORT
April 2019**

PROGRAMING

- Spring programing commenced with 11 programs running.
- May/June program planning continued.
- Two Artists Who Care workshops were held.
- The Oromocto Market was held on 7 April.
- Planning for the 2019 Recognition Program (21 May) continued.
- Planning for the 2019 IG Wealth Mgt. Alzheimer Walk (23 May) continued.
- Planning for the 2nd annual Oromocto West 5k run (9 June) continued.
- Planning for Pioneer Days 2019 (28 June to 1 July) continued.
- Planning for the 2019 Indian Summer Games (6-9 Aug) continued.
- Staff received a \$5k Celebrate Canada (federal) grant for Pioneer Days.

FACILITIES

- The KA Arena post-season maintenance procedures commenced.
- Playstructure and trail inspections and maintenance procedures were conducted.
- Facility reservations, service requests, and invoices were updated and processed.
- 89 reservations were held in the Hazen Centre.
- Staff met with OHS reps on the use of the Hazen Centre for the prom (18 June).
- The Hazen Centre was closed 1-week due to the flood, with no major events impacted.
- Staff coordinated weekly facility cleaning schedules and monitored service quality.
- Staff completed facility workplace safety checks.
- The LeRoy Washburn field was opened for the season 17 April.
- Sport field bleacher units were inspected.

TOURISM

- The 2019 tourism planning process continued.
- Staff concluded the 2019 Town street map revisions.
- Staff continued the 2019 Summer Concert Series plan.
- Planning commenced for the VIC opening (18 May).

ADMINISTRATION

- Several digital-board posting requests were processed.
- Staff prepared the May-June edition of the Recreation Guide.
- Summer casual job competitions commenced.
- Staff received confirmation of \$16.1k in Canada Summer Jobs (federal) funding

PERSONNEL

- Department personnel files were updated.
- Rec. Maintenance OT for April: 39.25 hours in support of Arena early openings, sick day, compassionate and unplanned vacation coverage, and turf opening and closing.
- Rec. Administration OT for April: 23.0 hours including Council meetings, facility checks, training, flood monitoring.
- Four Arena staff attended Canadian Playground Safety Institute training.
- Admin staff attended a management development series workshop.
- Bernie Hurley attended the Canadian Sport Turf Association national meeting.
- Jackie Dunn and Laurie Muise attended the Rec. NB provincial annual conference.

Bill Jarratt

Bill Jarratt
Recreation and Tourism Director