

District of Carleton North
Special Council Meeting
Friday, June 16, 2023 @ 5:00pm
19 Station Road, Florenceville-Bristol

Council: Mayor Andrew Harvey, Deputy Mayor Karen Hargrove, Councillor Laurel Bradstreet, Councillor Michael Stewart, Councillor Chala Watson, Councillor Scott Oakes, Councillor Angel Connor

Staff: Michelle Derrah, Director of Administration/Clerk

REGRETS: Councillor Ray Haines

1. CALL TO ORDER:

Mayor Andrew Harvey called the meeting to order at 5:00pm.

2. APPROVAL OF AGENDA:

MOTION: To approve the June 16, 2023 Town Council Agenda as presented.

Moved by Councillor Laurel Bradstreet, seconded by Councillor Chala Watson.

CARRIED. #114-2023

3. DECLARATION OF CONFLICTS OF INTEREST:

None

NEW BUSINESS:

a. Labour and Employment Matters

MOTION: Resolution: Without Cause Termination of Employment of the Chief Administrative Officer (CAO) of the District of Carleton North

WHEREAS, the District Council recognizes its duty to act in the best interest of the community it serves and to ensure the effective and efficient operation of the District's administrative functions;

AND WHEREAS, the Council acknowledges the importance of a harmonious working relationship between the Council and the CAO, and recognizes that a change in leadership is necessary for the advancement of the District's goals and objectives;

NOW, THEREFORE, BE IT RESOLVED that the District Council hereby terminates the employment of Sarah Pacey, effective immediately, as the Chief Administrative Officer of the District, in accordance with the terms and conditions of her employment and applicable employment laws;

BE IT FURTHER RESOLVED that the Council authorizes its solicitor, Chris Pelkey of the law firm McInnes Cooper to undertake any necessary actions and notify the CAO of this decision in writing, providing appropriate information related to any post-termination obligations, such as severance pay or benefits, as required by law or specified in the employment agreement;

BE IT FURTHER RESOLVED that the Council authorizes its solicitor to negotiate any settlement of this matter, which settlement must be executed by the CAO and approved by resolution of council before it is final and binding;

BE IT FURTHER RESOLVED that the Council directs the appropriate District staff and legal counsel to take all necessary steps to ensure a smooth transition of duties and responsibilities, including but not limited to the identification of interim administrative arrangements and the initiation of a comprehensive recruitment process to select a qualified successor for the CAO position;

BE IT FURTHER RESOLVED that the Council expresses its gratitude to the CAO for her service and contributions to the District during her employment tenure and wishes her well in her future endeavours;

BE IT FINALLY RESOLVED that a copy of this resolution be maintained in the official records of the District Council.

Moved by Councillor Karen Hargrove, seconded by Councillor Scott Oakes.

Voting Results:

Yea – Councillor Laurel Bradstreet, Deputy Mayor Karen Hargrove, Councillor Michael Stewart, Councillor Chala Watson, Councillor Scott Oakes, Councillor Angel Connor, Mayor Andrew Harvey
Nay - none

CARRIED. #115-2023

MOTION: Resolution: Elimination of the Position of Director of Tourism and Recreation and Termination of Employment on a Without Cause Basis

WHEREAS, the Council recognizes the need to review and optimize the District’s organizational structure and allocate resources in the most effective and efficient manner;

AND WHEREAS, the Council has carefully evaluated the role and responsibilities of the Director of Tourism and Recreation and determined that the position is no longer necessary to achieve the District’s objectives;

AND WHEREAS, the Council acknowledges the importance of maintaining positive working relationships and wishes to terminate the employment of the Director of Tourism and Recreation on a without cause basis;

NOW, THEREFORE, BE IT RESOLVED that the Council hereby eliminates the position of Director of Tourism and Recreation and terminates the employment of Bobbie O’Donnell, as the Director of Tourism and Recreation of the District, in accordance with the terms and conditions of her employment and applicable employment laws, effective immediately;

BE IT FURTHER RESOLVED that the Council authorizes its solicitor, Chris Pelkey of the law firm McInnes Cooper to undertake any necessary actions and notify the Director of Tourism and Recreation of this decision in writing, emphasizing that this decision is being made on a without cause basis, and providing appropriate information related to any post-termination obligations, such as severance pay or benefits, as required by law or specified in the employment agreement;

BE IT FURTHER RESOLVED that the Council authorizes its solicitor to negotiate any settlement of this matter, which settlement must be executed by the Director of Tourism and Recreation and approved by resolution of council before it is final and binding;

BE IT FURTHER RESOLVED that the Council directs the appropriate District staff and legal counsel to take all necessary steps to ensure a smooth transition of duties and responsibilities, including the redistribution of tasks among existing staff or the identification of alternative approaches to address the District’s tourism and recreational needs;

BE IT FURTHER RESOLVED that the Council expresses its gratitude to the Director of Tourism and Recreation for her contributions to the District during her employment tenure and wishes her well in her future endeavours;

BE IT FINALLY RESOLVED that a copy of this resolution be maintained in the official records of the District Council.

Moved by Councillor Angel Connor, seconded by Councillor Laurel Bradstreet.

Voting Results:

Yea – Councillor Laurel Bradstreet, Deputy Mayor Karen Hargrove, Councillor Michael Stewart, Councillor Chala Watson, Councillor Scott Oakes, Councillor Angel Connor, Mayor Andrew Harvey
Nay - none

CARRIED. #116-2023

4. ADJOURNMENT:

MOTION: Being no further business the meeting adjourned at 5:10pm.

Moved by Councillor Scott Oakes, seconded by Councillor Angel Connor.

CARRIED. #117-2023

MAYOR

CLERK