

Hanwell

Rural Community

Regular Meeting of Council

January 14, 2015

Minutes

Record of Attendance: Mayor Susan Cassidy, Deputy Mayor Holly Hyslop, Councillor Chris Melvin, Councillor Susan Jonah, Councillor Darren MacKenzie, and Councillor Carla Ward were in attendance. A quorum was constituted. Also attending were the Clerk/Treasurer Detlef Rudolph and from RSC 11 Stephen McAlinden and Robin Canavan; Larry Johnston and Jill Stairs from EPR Daye Kelly; and seven members of the public.

1. Call to Order

The rural community of Hanwell Council held a Regular Meeting Wednesday, January 14, 2015 with Mayor Cassidy presiding. Mayor Cassidy called the meeting to order at 6:30 p.m.

2. Adoption of the Agenda

Mayor Cassidy moved item 7(c) to after item 2 of the agenda.

MOVED by councillor Melvin

SECONDED by councillor MacKenzie

That the agenda be approved as amended.

CARRIED

Resolution #01-01-2015

7. c) Fire Chief Murray Crouse, Upper Kingsclear Fire Department (UKFD)

Chief Crouse provided a report on the increased presence of UKFD in Hanwell now that "Fire Station 2" has been established in rented premises at Route 640 and Menzies Dr. He reported on excellent response times to two accidents possibly requiring rescue, one of them off-road, attended by 2 firefighters at each. The truck at Station 1 was also called out, but was turned back from one call as being not required.

Chief Crouse also provided information about his recruitment drive. UKFD has 48 members, 8 of them in Hanwell. New members undergo a rigorous training program. Juniors are also recruited. The "hotbox" at the pond by Jardine's was also mentioned. Others will be provided in future, as well as dry hydrants.

Mayor Cassidy thanked Chief Crouse for his presentation.

3. Approval of Minutes

MOVED by Deputy Mayor Hyslop

SECONDED by councillor Melvin

That the minutes of Regular Meeting December 10, 2014 be approved.

CARRIED

Resolution #02-01-2015

MOVED by Deputy Mayor Hyslop

SECONDED by councillor Ward

That the minutes of Special Meeting December 16, 2014 be approved.

CARRIED

Resolution #03-01-2015

MOVED by councillor Melvin

SECONDED by Deputy Mayor Hyslop

That the record of Closed Meeting December 16, 2014 be approved.

CARRIED

Resolution #04-01-2015

4. Disclosures – None

5. Presentations:

The winners of the Logo and Slogan Contest were announced. Tim Fox provided a logo that Council accepted to be sent for professional evaluation. Dr. Harry Bohnsack provided a slogan as part of his submission that will be incorporated into the final design.

Mayor Cassidy thanked and congratulated both winners, who were present to receive prizes.

6. Proclamations – None

7. Petitions and Delegations

a) Introduction of Auditors: Clerk/Treasurer Rudolph introduced Larry Johnston and Jill Stairs of EPR Daye Kelly & Associates, who will be conducting the external audit for 2014.

b) Robin Canavan, RSC 11 presented a development application for consideration by Council: Hedley Michael Greer
Subdivision 14-2 – 2 lots being created on a right-of-way

Councillor Melvin asked for clarification of the septic setback.

MOVED by councillor Melvin

SECONDED by councillor Jonah

That that the Hanwell Rural Community Council recommend that the Planning Review and Adjustment Committee of the Regional Service Commission 11

approve a 20-metre wide private right-of-way for the development of land as shown on plan “Stacy John Gay, Northside Ventures Ltd., Donald George Gibson and Hedley Michael Greer Subdivision 2014” subject to the final plan of subdivision being stamped with the “Private Right-of-Way” note.

CARRIED
Resolution #05-01-2015

8. Correspondence:

Letter from Douglas Browne, Fire Marshal, Department of Public Safety

MOVED by councillor MacKenzie

SECONDED by councillor Melvin

That the correspondence be received.

CARRIED
Resolution #06-01-2015

9. Meetings and Special Events – None

10. Committee Reports

a) Finance – nothing to report

b) Planning Advisory – Councillor Jonah

i. The committee has begun the review of the Rural Plan with the help of Mr. McAlinden of RSC 11. A citizens’ working group will be struck after an Open House. A “windshield survey” will also be conducted to review changes in Hanwell, including new home-based businesses, since the adoption of the plan.

ii. Proposal for new highway ramps

MOVED by councillor Jonah

SECONDED by councillor MacKenzie

That, pursuant to section 10.2(4)(c) of the *Municipalities Act*, this item be discussed in a closed meeting.

CARRIED
Resolution #07-01-2015

MOVED by councillor MacKenzie

SECONDED by councillor Melvin

That the report of the Planning Advisory Committee be received.

CARRIED
Resolution #08-01-2015

Mayor Cassidy informed Council that councillor Jonah has been accepted as a member of the Planning Review and Adjustment Committee (PRAC) of Regional Service Commission 11.

c) Emergency Planning – Councillor Ward reported on the progress by the committee and that Part 2 of the Plan would be drafted beginning at the next committee meeting.

MOVED by councillor Ward

SECONDED by councillor Jonah

That the report of the Emergency Planning Committee be received.

CARRIED

Resolution #09-01-2015

d) Recreation – Deputy Mayor Hyslop provided a written report.

- i. The Committee had some concerns about the Community Day that had been approved for March in view of a suggestion to have an event in May celebrating the rural community's incorporation, and the Committee is unable to manage two events

MOVED by Deputy Mayor Hyslop

SECONDED by councillor Melvin

Further to resolution 14-12-2014, and whereas the recreation committee proposes foregoing the Community Day in mid March in favour of a Hanwell Day in May to commemorate the incorporation of Hanwell as a Rural Community;
BE IT BE RESOLVED that Mayor and Council accept this proposal and establish a Hanwell Days committee for this event.

CARRIED

Resolution #10-01-2015

- ii. Deputy Mayor Hyslop presented the Recreation Funding Guidelines for grants to organizations, which had been previously distributed for consideration.

MOVED by Deputy Mayor Hyslop

SECONDED by councillor Melvin

Whereas the Recreation Committee has recommended that the Guidelines for the Appropriate Expenditure of Recreational and Leisure Services for the rural community of Hanwell be submitted to Mayor and Council for approval;
BE IT RESOLVED that those Guidelines be approved and adopted.

CARRIED

Resolution #11-01-2015

1.

Councillor Melvin recommended that this be posted on the Hanwell web site.

MOVED by Deputy Mayor Hyslop

SECONDED by councillor Melvin

That the report of the Recreation Committee be accepted.

CARRIED

Resolution #12-01-2015

- e) Communication – Councillor Melvin reported on the professional evaluation of the logo. Six options have been received and these were presented to the Committee. A decision will be made at the next meeting. The committee meets again on January 28, 2015.

MOVED by councillor MacKenzie

SECONDED by Deputy Mayor Hyslop

That the report of the Communication Committee be received as presented.

CARRIED

Resolution #13-01-2015

11. Treasurer's Report

- a) Clerk/Treasurer Rudolph presented a Preliminary Cash Flow Summary for 2014 showing \$1960 remaining from funds received.
- b) Clerk/Treasurer Rudolph reported on the Operating Reserve account, accruals remaining for 2014, including inflows from permit application in 4th Quarter, payables and receivables, and the unverified figures for the "Local Services" budget. These cannot be published until verified.
- c) Clerk/Treasurer Rudolph informed Council that the tender for garbage collection and disposal services for 2015 closes on Monday, January 19. There are five interested bidders.
- d) Clerk/Treasurer Rudolph also informed Council that the municipality is able to issue charitable donation tax receipts for donations. Application to CRA is required, which will be done.

MOVED by councillor Jonah

SECONDED by councillor MacKenzie

That the Treasurer's report be received as presented.

CARRIED

Resolution #14-01-2015

12. New Business

- a) By-Law No. 06-2014: A By-Law Respecting the Bonding of Officers and Employees ("Bonding By-Law")

Third Reading

MOVED by councillor Melvin

SECONDED by Deputy Mayor Hyslop

That By-Law number 06-2014 the "Bonding By-Law" be given third reading by Title.

CARRIED

Resolution #15-01-2015

By-Law 06-2014 was hereby enacted.

- b) Fire Underwriters Survey contract
- c) Employment contracts

MOVED by councillor Melvin

SECONDED by councillor Jonah

That, pursuant to section 10.2(4)(c) and 10.2(4)(j), the meeting be adjourned and discussion of agenda items 10(b)(ii), 12(b) and 12(c) be held in a closed meeting.

CARRIED

Resolution #16-01-2015

The meeting was adjourned at 7:53 p.m.

Mayor Cassidy reconvened the meeting at 8:42 p.m.

MOVED by councillor MacKenzie

SECONDED by councillor Jonah

That councillor Jonah, as Chair of the Planning Committee, pass on comments from the Closed Session to DTI.

CARRIED

Resolution #17-01-2015

MOVED by councillor Melvin

SECONDED by councillor MacKenzie

That Finance Committee meet to review the staffing plan for 2015.

CARRIED

Resolution #18-01-2015

13. Upcoming Activities – None

14. Date, Time and Location of Next Meeting

The next meeting of Council will be a Special Meeting held Wednesday, January 21, 2015 at 6:30 p.m. in the Council chamber.

15. Adjournment

MOVED by councillor Jonah

SECONDED by councillor Melvin

That the meeting be adjourned.

The meeting was adjourned at 8:55 p.m.

Certified correct

Detlef Rudolph
Clerk/Treasurer

Susan Cassidy
Mayor