

Hanwell

Rural Community

Regular Meeting of Council

March 11, 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 sixteen members of the public including parents and athletes who participated in the Canada Winter Games.

1. Call to Order

The rural community of Hanwell Council held a Regular Meeting Wednesday, March 11, 2015 with Mayor Cassidy presiding. Mayor Cassidy called the meeting to order at 6:30 p.m.

2. Adoption of the Agenda

MOVED by councillor Melvin

SECONDED by councillor MacKenzie

That the agenda be approved as presented.

CARRIED

Resolution #01-03-2015

3. Approval of Minutes

MOVED by councillor Jonah

SECONDED by Deputy Mayor Hyslop

That the minutes of Regular Meeting February 11, 2015 be approved.

CARRIED

Resolution #02-03-2015

MOVED by councillor Melvin

SECONDED by councillor Ward

That the minutes of Special Meeting February 25, 2015 be approved.

CARRIED

Resolution #03-03-2015

4. Disclosures – None

5. Presentations – Canada Winter Games 2015 Participants:

Alyssa Murphy, Archery – bronze medal;

Melanie Hamel, Cross-Country Skiing

Team Comeau, Curling Female

Justine Comeau, Emma LeBlanc, Brigitte Comeau, Keira McLaughlin

Clerk/Treasurer Rudolph introduced each athlete and the parents, with a brief description and visual of her event, as well as a short anecdote.

Mayor Cassidy presented each participant with a Certificate of Recognition, with applause from the councillors and gallery.

6. Proclamations – None

7. Petitions and Delegations – None

8. Correspondence – None

9. Meetings and Special Events:

Mayor Cassidy reported on continuing discussions at the RSC 11 board meeting regarding the proposal from The Playhouse for a new regional performance venue. Mayor Cassidy also reported that the Kingsclear LSD Advisory Committee was dissolved because the number of members fell below the legislated requirement.

Deputy Mayor Hyslop reported that she spoke with the Scouts on February 16, in place of Mayor Cassidy, to enable them to fulfil one of their requirements for a badge.

Councillor Jonah reported on a presentation by Gregory Hemmings about local economic development, with a conference coming in April.

10. Committee Reports

a) Finance – Mayor Cassidy provided an oral report.

The committee met informally to discuss how to proceed with a capital plan, which would include a community recreation centre, fire hall, and municipal office. Deputy Mayor Hyslop has arranged an information session with André Chenard and Luc Theriault for Monday March 16.

b) Planning Advisory – Councillor Jonah reported that RSC 11 held an Open House on March 9 at the municipal offices. The second one is upcoming March 12 at Yoho Scouts Lodge.

c) Emergency Planning – Councillor Ward provided an oral report.

The committee will meet again on March 26 with EMO Coordinator Jason Cooling and Fire Chief Murray Crouse to finalize an amalgamated full draft plan. This will be presented to Council in either April or May.

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

e) Hanwell Days – Deputy Mayor Hyslop provided a written report.

MOVED by councillor MacKenzie

SECONDED by councillor Ward

That all reports be accepted.

CARRIED
Resolution #04-03-2015

11. Treasurer's Report

Clerk/Treasurer Rudolph presented a written report that included information about finances, capital expenditures, capital plan, auditor's recommendations, the Clerk/Treasurer position, and corporate MasterCard.

A. Finances show monthly revenue of \$90,984, with quarterly payments for recreation (Fredericton) and Regional Service Commission 11, and monthly payments for garbage collection, street lights, municipal office electricity and telephone/Internet.

Concerns were raised by councillors about the high heating costs. Clerk/Treasurer Rudolph has taken this up with the landlord who installed a new thermostat to keep the fan running a short time after the furnace shuts off. The power draw is 12 kW which equates to 4800 kWh per month, and that is about what the bills show.

B. For capital expenditures, Clerk/Treasurer Rudolph recommended that Council purchase eight mini iPads for paperless Council meetings; this was in the 2014 budget but not acted on.

Clerk/Treasurer Rudolph also reported that the LED Sign was installed March 5 and lit in time for the RSC 11 Open House. He thanked councillor MacKenzie for the loan of a laptop computer for configuration and programming.

C. Clerk/Treasurer Rudolph asked Ali Ferris at Finance Branch for assistance with getting the capital plan started, and as reported by Deputy Mayor Hyslop, an information session is upcoming.

D. Implementing the auditor's recommendations will be a priority for March.

E. The Clerk/Treasurer position has been posted, and the Interim contract for Clerk/Treasurer Rudolph has been extended to June 27 as Assistant Clerk/Treasurer with a pay rise and minor contract changes.

MOVED by councillor Melvin

SECONDED by councillor MacKenzie

That the contract extension for Clerk/Treasurer Rudolph as Assistant Clerk/Treasurer be approved.

CARRIED
Resolution #05-03-2015

F. Assistant Clerk/Treasurer Rudolph recommended that Council approve an application for a Corporate Mastercard to enable payment of monthly subscriptions as well as purchases without requiring personal purchases and reimbursements.

MOVED by Deputy Mayor Hyslop

SECONDED by councillor Ward

WHEREAS it is in the best interest of the Municipality to enter into an arrangement with the Bank to provide the Municipality with credit by way of a Corporate MasterCard Account;

WHEREAS the Municipality has the power and authority to borrow money and otherwise obtain credit and to grant security on its assets;

BE IT RESOLVED:

1. THAT the Municipality is authorized to enter into an arrangement with the Bank to provide the Municipality with credit by way of a Corporate MasterCard Account in an amount of up to CAD \$10,000.00, or such greater amount as the Council of the Municipality may from time to time deem appropriate, under which arrangement employees or officials of the Municipality may be issued with Bank of Montreal Cards on the Corporate MasterCard Account of the Municipality with the Bank, and the Municipality shall be responsible for the payment of all amounts, including fees and interest, charged to such corporate account, the whole substantially on the terms and conditions set forth in the draft Corporate MasterCard Account Agreement submitted to and hereby approved by the Council;

2. THAT the Mayor and Clerk, acting together, are hereby authorized to sign for and on behalf of the Municipality a Corporate MasterCard Account Agreement with the Bank substantially on the terms and conditions of the draft thereof approved by the Council, with such changes or modifications as the persons so signing may in their sole discretion deem appropriate, and to sign such other documents and do such other things they in their sole discretion deem appropriate or advisable in connection with or to give effect to such Corporate MasterCard Account Agreement and the program contemplated thereunder.

CARRIED
Resolution #06-03-2015

MOVED by councillor Melvin

SECONDED by Deputy Mayor Hyslop

That the Treasurer's report and recommendations therein be accepted.

CARRIED
Resolution #07-03-2015

12. New Business

a) Amendment of By-Law No. 01-2014, the "Procedural By-Law" (Notice of Motion having been given February 11, 2015)

Recommendation of Staff: Assistant Clerk/Treasurer Rudolph recommended, in addition to including "Permit Applications" after Disclosures or Presentations

To also include "Reports" after either Permit Applications or Proclamations, in order to receive reports from the RCMP and Upper Kingsclear Fire Department; and also that section 4(c)(iii) be repealed as being now unnecessary.

MOVED by councillor Melvin

SECONDED by Deputy Mayor Hyslop

That the rules be suspended.

CARRIED
Resolution #08-03-2015

Proposed Amendment of the Procedural By-Law regarding the agenda for regular Council meetings was discussed freely.

MOVED by councillor Melvin

SECONDED by Deputy Mayor Hyslop

That the meeting come back to order.

CARRIED

Resolution #09-03-2015

MOVED by councillor Jonah

SECONDED by councillor Ward

That Section 4(c)(ix) of By-Law 01-2014, the "Procedural By-Law," regarding the agenda for regular Council meetings, be amended to include "Reports" and "Permit Applications" after "Presentations" and that section 4(c)(iii) be repealed.

CARRIED

Resolution #10-03-2015

- b) By-Law No. 07-2015: A By-Law to Regulate the Collection and Disposal of Garbage and Other Material ("Garbage Collection and Disposal By-Law")

Second Reading – postponed from last regular meeting (Resolution #15-02-2015) after being Moved and Seconded by councillor Jonah and Deputy Mayor Hyslop.

Recommendations of Staff, recommended by Assistant Clerk/Treasurer Rudolph:

1. Change the name of the By-Law to "Solid Waste Collection and Disposal By-Law" with "Solid Waste" replacing "Garbage and Other Material" and also being included in the Definitions.
2. Increase the allowable size of bags to 178 L but keep the same maximum weight of 20 kg.

MOVED by councillor Ward

SECONDED by councillor MacKenzie

That all the alterations previously made and the recommendations of staff be added to second reading.

CARRIED

Resolution #11-03-2015

Second Reading of By-Law 07-2015 was

CARRIED

Resolution #12-03-2015

13. Upcoming Activities – None

14. Date, Time and Location of Next Meeting

The next meeting of Council will be a Regular Meeting held Wednesday, April 8, 2015 at 6:30 p.m. in the Council chamber.

Minutes of Council Meeting March 11, 2015

15. Adjournment

MOVED by councillor Jonah

That the meeting be adjourned.

The meeting was adjourned at 8:21 p.m.

Certified correct

Detlef Rudolph
Assistant Clerk/Treasurer

Susan Cassidy
Mayor