

Hanwell

Rural Community

Regular Meeting of Council

October 8, 2014

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, Raymond Murphy (UMNB) and one member of the public.

1. Call to Order

The rural community of Hanwell Council held a Regular Meeting Wednesday, October 8, 2014 with Mayor Cassidy presiding. Mayor Cassidy called the meeting to order at 6:30 p.m.

Clerk/Treasurer Rudolph presented Council with the gift of a Mickey Mouse clock for the Council chamber, and suggested the slogan "We may have a Mickey Mouse clock, but we don't have a mickey mouse organization."

2. Adoption of the Agenda

MOVED by councillor Hyslop

SECONDED by councillor MacKenzie

That the agenda be approved as circulated without changes.

CARRIED

Resolution #01-10-2014

3. Approval of Minutes

MOVED by councillor MacKenzie

SECONDED by councillor Ward

That the minutes of Regular Meeting September 18, 2014 be approved.

CARRIED

Resolution #02-08-2014

4. Disclosures – None

5. Presentations – None

6. Proclamations – None

7. Petitions and Delegations

a) Raymond Murphy, Executive Director, UMNB

Mr. Murphy gave a detailed overview of the Union of Municipalities of New Brunswick, with 59 members and one pending. UMNB comprises eight zones with annual or biennial elections in each zone, and serves a political role in dealing with

the federal and provincial government on issues of concern; for example, UMNB's lobbying resulted in the change of the gas tax fund distribution formula from 63/37 to 80/20 municipal/rural. Currently there is input into the revision of the Municipalities Act (1967). Position papers are prepared on issues; there are various UMNB committees, some of them inactive, and UMNB sits on various provincial committees.

Dues are based on property assessment. The dues are based on a calendar year. Mayor Cassidy pointed out that the rural community does not receive all the tax money from the assessment. Councillor Melvin added that the UMNB dues amount to 2% of Hanwell's budget, whereas Fredericton's dues are 0.01% of the city budget. Councillor Melvin also asked about the inactive committees.

Mr. Murphy also mentioned that through the Federation of Canadian Municipalities, UMNB helped to get the HST rebate for municipalities increased to 100%/78% federal/provincial.

Councillor Jonah pointed out that no rural communities were in place when the membership fee formula was established, and asked if any consideration has been given for RCs? Mr. Murphy replied that this is something that needs to be looked at.

Mayor Cassidy thanked Mr. Murphy for taking the time to give Council a presentation.

8. Correspondence – None

9. Meetings and Special Events

a) Resiliency Charette, AMANB October 1, 2014 – Councillor Ward

The charette was about emergencies and infrastructure, which should be sized for the future with expandability in mind. A binder with information will be in the files.

b) UMNB Convention October 3-5, 2014 – Mayor Cassidy

Mayor Cassidy was a guest at the convention in St. Andrew's and attended workshops on population growth & retention, NB energy blueprint plan, regional recreation & collaboration, including Recreation NB documentation for the Clerk and Recreation Committee and a GeoNB health & fitness online planning tool.

Energy East and DELG gave workshops on day 2, and Andre Chenard on the Small Communities Fund. Councillor MacKenzie wondered if Hanwell could use that for a fire hall in the future.

Mayor Cassidy indicated that the conference was worthwhile and that she met many interesting people.

c) RSC 11 Policing Committee Report – Mayor Cassidy

Mayor Cassidy is the current chair, with the mayor of Oromocto as vice-chair. She invited councillors to attend meetings. A governance manual will be out in January and will be circulated.

10. Committee Reports

a) Finance – Mayor Cassidy

A planning session was held on September 23, 2014, and a special meeting of Council is planned for October 15, 2014 to discuss the budget prior to having Finance Committee make recommendations.

b) Planning Advisory – Councillor Jonah

The committee met Wednesday October 1, 2014 to review By-Law No. 04-2014: A By-Law to Amend the Designated Rural Plan of Hanwell (Zoning of PID 01501931). Committee members are Councillor MacKenzie (VC), Sean Haley, Mary MacKenzie and Chris Weadick. Senior Planner Conor Tripp, developer Tony Durling, and Clerk/Treasurer Rudolph were present.

The committee reviewed Section 1 of the By-Law, and was comfortable with the creation of “CLI 3” zone.

The committee reviewed Section 2 of the By-Law, and found the description of the area rezoned to be vague. The area covered by rezoning is 20 ha, downsized from 50 ha. Senior Planner Tripp presented a detailed description of the perimeter in question.

MOVED by councillor Jonah

SECONDED by councillor MacKenzie

Whereas the Planning Advisory Committee has met to review By-Law 04-2014 and is proposing certain amendments;

Be it resolved to make the following amendment to Paragraph 2 of By-Law 04-2014:

“That portion of land having PID 01501931 is hereby rezoned from Rural – “RU” zone to Commercial Light Industrial 3 – “CLI3” Zone, within the Rural Community of Hanwell of the parish of Kingsclear and the county of York, being within the area designation of the Rural Plan of Hanwell - Community Planning Act, and as shown on the plan herein attached as Schedule G-1 subject to terms and conditions as contained within attached Schedule G.”

shall be changed to:

“That portion of land having PID 01501931, beginning at its northeasterly intersection with PID 75444554 and PID 75359216, thence in a southerly direction along the eastern property line of PID 01501931 a distance of approximately 759 metres; thence in a westerly direction a distance of approximately 239 metres or until it meets the southeast intersection of PID 75487561 and PID 01501105; thence in a northerly direction along the eastern property line of PID 01501931 a distance of approximately 879 metres to the southern boundary of PID 75444554; thence in a southeasterly direction along the southern property line of PID 75444554 a distance of approximately 284 metres or back to the place of beginning; and containing a total area of 20.25 hectares, is hereby rezoned from Rural – “RU” zone to Commercial Light Industrial 3 – “CLI3” Zone, within the Rural Community of Hanwell of the parish of Kingsclear and the county of York, being within the area designation of the

Rural Plan of Hanwell - Community Planning Act, and as shown on the plan herein attached as Schedule G-1 subject to terms and conditions as contained within attached Schedule G.”

CARRIED
Resolution #03-10-2014

Third Reading

MOVED by councillor MacKenzie

SECONDED by councillor Jonah

That the By-Law number 04-2014 “A By-Law to Amend the Designated Rural Plan of Hanwell” as amended be given third reading by Title.

Councillor Jonah noted that the property has restrictive covenants.

CARRIED
Resolution #04-10-2014

By-Law 04-2014 was hereby enacted.

A point of information was raised by Councillor MacKenzie, that the committee also suggested that Council look into a Development Plan By-Law so that new subdivisions and developments, even those conforming to zoning, require Council approval.

Mayor Cassidy informed Council that Stephen McAlinden from RSC 11 will make a presentation to Council at the November meeting and will discuss this.

Councillor Ward mentioned that the Resiliency Planning charette mentioned that it is important for Council to know what all the property developments are.

c) Emergency Planning – Councillor Ward

The committee held its organizing session on October 2, 2014. Committee members are Councillor Jonah (VC), Ken Mills, Laurie Lees, and Merritt Scott. The committee went over the binder from EMO. A meeting schedule was proposed, and committee members want to meet more often than suggested to establish a plan before January if possible. The next meeting is Wednesday October 22, 2014.

d) Recreation – Deputy Mayor Hyslop

The committee held its organizing session October 1, 2014. Committee members are Councillor Melvin (VC), Jaime Watson, Ron Jones, Will Hyslop and Tanya Aucoin-Johanny. Members were given the committee terms of reference, and discussed the contest for logo and branding. The committee also discussed the transfer of the lease for the Hanwell Recreation Park. Meetings will be the second Tuesday of each month, except November which will be November 4 due to Remembrance Day being on the second Tuesday.

MOVED by councillor Hyslop

SECONDED by councillor Jonah

That the members of all committees be accepted, with the addition of Karen Cove for Recreation.

CARRIED

Resolution #06-10-2014

e) Confidentiality requirements – Mayor Cassidy

Members of all committees should be required to sign a confidentiality agreement as in other municipalities. The Clerk will be able to produce one using New Maryland as a template, New Maryland having given consent.

MOVED by councillor Jonah

SECONDED by councillor MacKenzie

That all committee members be required to sign a confidentiality agreement.

CARRIED

Resolution #07-10-2014

f) Communication Committee

Mayor Cassidy proposed a new standing committee to oversee policies and procedures for communication – written, social networking, or otherwise.

MOVED by councillor Jonah

SECONDED by deputy mayor Hyslop

That a Communication Committee be established as a Standing Committee of Council.

Councillor MacKenzie suggested that the committee establish a standard format for everything including business cards.

Deputy Mayor Hyslop inquired if this included the newsletter, and Mayor Cassidy indicated that it would.

CARRIED

Resolution #08-10-2014

MOVED by councillor Hyslop

SECONDED by councillor Jonah

That Councillor Melvin and Councillor Ward be appointed as Chair and Vice-Chair respectively of the Communication Committee.

CARRIED

Resolution #09-10-2014

11. Treasurer's Report

a) Financial Report

Clerk/Treasurer Rudolph presented a cash flow statement showing \$65,384 funds remaining for 2014, with \$80,446 cash and \$15,062 in accounts payable.

- b) Status of occupancy costs
Occupancy expenses to September 31 total \$22,115 of \$28,500 budgeted, with some items remaining to be purchased, including office equipment.

MOVED by councillor Hyslop

SECONDED by councillor Ward

That the Treasurer's report be received.

Clerk/Treasurer Rudolph confirmed to Councillor Melvin that the statement is still cash flow, but that the income statement showing category breakdowns of expense reports would be completed by the budget meeting.

CARRIED
Resolution #10-10-2014

12. New Business

- a) Special committee to review the insurance policy (Resolution #12-07-2014)
Further to the resolution, Councillor Melvin and Councillor MacKenzie volunteered to serve.

MOVED by councillor Melvin

SECONDED by councillor MacKenzie

That Councillors Melvin and Mackenzie be appointed as chair and vice-chair respectively of the special committee to review the insurance policy.

CARRIED
Resolution #11-10-2014

MOVED by councillor Jonah

SECONDED by councillor Hyslop

That the insurance policy cover the replacement values of all contents.

CARRIED
Resolution #12-10-2014

A point of information was raised by Councillor MacKenzie that the time is 8:33 p.m.

- b) Logo and Branding contest (Resolution #08-09-2014)
Deputy Mayor Hyslop presented a list of rules for the logo and branding contest that had been brainstormed at the recreation committee's organizing session.

MOVED by councillor Hyslop

SECONDED by councillor Ward

That the suggested rules be adopted for the contest.

Councillor MacKenzie suggested using the December meeting of Council to decide the winning entries, and asked about prizes. Councillor Hyslop suggested that Council could allocate a prize budget, but that prize donations would be solicited from Hanwell businesses.

CARRIED
Resolution #13-10-2014

- c) Newsletter (Resolution #09-09-2014)
Clerk/Treasurer Rudolph distributed the newsletter draft, and outlined a production schedule, for completion to press Friday October 10 and to Canada Post Tuesday October 14.
- d) RFP for Legal Services (Resolution #10-09-2014)
Clerk/Treasurer Rudolph reported that the RFP was issued with a response deadline of Tuesday October 22 at 2:00 p.m.

13. Upcoming Activities

- a) Fire Prevention Week Open House, 7-10 p.m. October 8, 2014, Upper Kingsclear
The invitation to attend unfortunately conflicts with this meeting.
- b) Regional Networking Reception, 5 p.m. October 9, 2014, Oromocto
Councillors and staff are all invited to the reception at Hazen Park.

14. Date, Time and Location of Next Meeting

The next meeting of Council will be a Special Meeting held Wednesday October 15, 2014 at 6:30 p.m. In the Council chamber. This will be a budget planning meeting.

15. Adjournment

MOVED by councillor Hyslop
SECONDED by councillor MacKenzie
That the meeting be adjourned.

The meeting was adjourned at 8:45 p.m.

Certified correct

Detlef Rudolph
Clerk/Treasurer

Susan Cassidy
Mayor