

HANWELL
Rural Community
Regular Meeting of Council
Feb 15th, 2017
Minutes

Attendance

Mayor Chris Melvin, Deputy Mayor Darren MacKenzie, Councillor Dave Morrison, Councillor Holly Hyslop, Councillor Nicolle Carlin, Councillor Melissa Smith, Councillor Susan Jonah, Clerk/Treasurer Melanie Frost, Asst. Clerk Terri Parker and Stephen McAlinden (RSC11)

1. Calling to Order

Mayor Chris Melvin called the meeting to order at 6:30 p.m.

2. Approval of the Agenda

Moved by Deputy Mayor Darren MacKenzie and **seconded by** Councillor Melissa Smith to approve the agenda with the following additions:

#7 Presentations-

- a) RSC 11 presentation on the Fire Hall

#11 Business Arising-

- b) Canada Day/Hanwell Day

#16 New Business-

- d) MOU- Natech Environmental Services & RC of Hanwell
- e) Rescind Motion #17-12-2014
- f) Tax rate- Street lights vs Non Street Lights
- g) Volunteer Appreciation Day

Unanimously Carried #01-02-2017

3. Adoption of Minutes

Moved by Councillor Melissa Smith and **seconded by** Deputy Mayor Darren MacKenzie to adopt the minutes of the January 11, 2017 Regular Meeting of Council.

Unanimously Carried #02-02-2017

Moved by Councillor Melissa Smith and **seconded by** Deputy Mayor Darren MacKenzie to adopt the minutes of the January 31st, 2017 Special Meeting of Council.

Unanimously Carried #03-02-2017

4. Public Input/Inquires

No public members attended the meeting

5. Disclosures

There were no disclosures for this meeting.

6. Reports

Fire Department:

No report was provided

RCMP:

Sgt. Gallant was not able to attend the meeting however the report was distributed and reviewed by Council

Moved by Councillor Holly Hyslop and **seconded by** Councillor Dave Morrison to receive the report as presented.

Unanimously Carried #04-02-2017

7. Presentations

a) RSC11- Presentation on the Fire Hall

RSC11 provided Council with quotes received for the grubbing of land and Geotechnical survey for the Fire Station; Conquest Engineering Ltd and Gemtec Ltd (geotechnical survey); Starlite Construction Ltd and Monteith Underground (tree removal and grubbing)

Moved by Councillor Holly Hyslop and **seconded by** Deputy Mayor Darren MacKenzie to accept the recommendation of RSC11 to award Conquest Engineering for \$3,600 + HST (*for the geotechnical survey*)

Unanimously Carried #05-02-2017

Moved by Deputy Mayor Darren MacKenzie and **seconded by** Councillor Dave Morrison to accept the recommendation of RSC11 to award the contract (*for tree removal and land grubbing*) to Monteith Underground Ltd for \$14,750 + HST

Unanimously Carried #06-02-2017

8. Permit Applications

There was zero building permits and zero development permits for January 2017.

9. Proclamations

None

10. Petitions and Delegations

None

11. Business Arising

a) Grant & Donation Policy

Moved by Deputy Mayor Darren MacKenzie and **seconded by** Councillor Holly Hyslop to table the policy until next month or further revisions can be completed.

Unanimously Carried #07-02-2017

b) Canada Day/Hanwell Day Event(s)

Moved by Deputy Mayor Darren MacKenzie and **seconded by** Councillor Dave Morrison for Hanwell Days/Canada Day Committee to keep the two events separate, and to move forward with having Hanwell Days in May of this year. For the second event, the committee could work on the feasibility of keeping the Canada Day event; whether to trim it down to something smaller, or to cancel it completely.

Unanimously Carried #07-02-2017

12. Correspondence

Donation Request- Royal Canadian Legion:

Moved by Councillor Nicolle Carlin and **seconded by** Deputy Mayor Darren MacKenzie

Given the strong military presence in our community I move to make a donation for a full page ad in the Royal Canadian Legion "Military Service Recognition Book" (*in the amount of \$745.00 including HST*)

Unanimously Carried #08-02-2017

Email- Regarding Traffic Lights at Irving:

Moved by Councillor Nicolle Carlin and **seconded by** Deputy Mayor Darren MacKenzie to receive the email and the mayor's response regarding traffic lights at the Irving.

Unanimously Carried #09-02-2017

Letter from Lieutenant Governor of NB (Canada Day Events)

Moved by Councillor Holly Hyslop and **seconded by** Councillor Susan Jonah to receive the letter from Lieutenant Governor of NB regarding Canada Day events

Unanimously Carried #10-02-2017

Once a decision has been made regarding the hosting of a Canada Day event, the Lieutenant Governor will be contacted.

Email- Regarding Recycling Bins

Moved by Councillor Dave Morrison and **seconded by** Councillor Nicolle Carlin to receive the email and the Clerk's response to the resident regarding recycling bins

Unanimously Carried #11-02-2017

13. Meetings and Special Events

The Activities of the Mayor report was reviewed for the period Jan 11- Feb 7th.

On Feb 8th, the Mayor explained that he met with the UKFD to discuss recommended changes to the fire hall design in which they were in agreement.

Moved by Councillor Nicolle Carlin and **seconded by** Councillor Melissa Smith to receive the report.

Unanimously Carried #12-02-2017

14. Committee Reports

Finance Committee:

Moved by Councillor Holly Hyslop and **seconded by** Councillor Melissa Smith to receive the report as presented.

Unanimously Carried #13-02-2017

Facilities Committee:

Moved by Councillor Susan Jonah and **seconded by** Deputy Mayor Darren MacKenzie to direct RSC11 to look into the Natech property (*located at 2492 Hanwell Road*) and come back with a comparison between that and a reasonable cost of assessment if we were to build a stand-alone facility of the same type.

No Votes: Councillor Dave Morrison

Yes Votes: Councillor Hyslop, Councillor Jonah, Councillor Carlin, Councillor Smith and Deputy Mayor MacKenzie

Carried #14-02-2017

Moved by Deputy Mayor Darren MacKenzie and **seconded by** Councillor Nicolle Carlin to authorize the Clerk to purchase the property PID #75492009 (Hanwell Park “pie” property) for an amount of \$31,000 or less, (*if the proposed appraisal is accepted by the Provincial Government.*)

Unanimously Carried #15-02-2017

Moved by Councillor Nicolle Carlin and **seconded by** Councillor Melissa Smith to receive the Facilities report as presented.

Unanimously Carried #16-02-2017

Planning Committee:

The committee did not meet

Recreation Committee:

The committee met on Jan 13 & 19th; both reports were reviewed

A game night is scheduled for Feb 25th 6:30-9:30 pm open to all ages

Moved by Deputy Mayor Darren MacKenzie and **seconded by** Councillor Melissa Smith to receive the report as presented.

Unanimously Carried #17-02-2017

Communication Committee:

Moved by Councillor Holly Hyslop and **seconded by** Deputy Mayor Darren MacKenzie to receive the report as presented

Unanimously Carried #18-02-2017

Parks & Trails Committee:

Clerk was to purchase 2 dog waste bag containers for pet owners to use to pick up after their pets in the Hanwell Park

It was recommended that the committee check with other municipalities to see their wording for pet friendly park signs.

Moved by Councillor Dave Morrison and **seconded by** Deputy Mayor Darren MacKenzie to receive the report as presented
Unanimously Carried #19-02-2017

Emergency Measures Committee:

Moved by Councillor Nicolle Carlin and **seconded by** Councillor Dave Morrison to receive the report as presented.
Unanimously Carried #19-02-2017

Hanwell Day/Canada Day Committee:

Moved by Councillor Nicolle Carlin and **seconded by** Councillor Melissa Smith to accept the following individuals as members of the Hanwell Day/Canada Day Committee:

Mayor Chris Melvin (Chair)

Shelley McKinney

Jaime Watson

Laureen Stewart

Kristel Desjardins

Unanimously Carried #20-02-2017

Moved by Councillor Susan Jonah and **seconded by** Councillor Nicolle Carlin to receive the report as presented.

Unanimously Carried #21-02-2017

15. Treasurer's Report

The Treasurer's report was reviewed; the auditor will be presenting the financial statements for 2016 year end audit

The following payments for February 2017 were approved for payment:

Fero- Solid Waste	\$10,332.84
Fero- Recycling	\$ 5,333.00
Lud-San Enterprises- Rent	\$ 2,334.50
NB Power- Streetlights	\$ 3,747.98
RSC11- Tipping	\$ 8,913.10

RSC11 2017 Annual Cooperative And Regional Planning	\$ 2,754.00
RSC11- 1 st Quarter Payment	\$ 33,934.00
Manners Sutton 1 st Quarter Payment	\$ 7,319.75
WorkSafeNB	\$ 4,297.03
Combined Holdings (dry hydrant) snow removal	\$ 3,450.00

Moved by Deputy Mayor Darren MacKenzie and **seconded by** Councillor Melissa Smith to accept the Treasurer's report and approve the payments for February 2017 as listed on the Treasurer's report.

Unanimously Carried #22-02-2017

16. New Businessa) Demand Loan Credit Facility- BMO

Moved by Councillor Melissa Smith and **seconded by** Councillor Holly Hyslop for the Clerk to contact the Bank of Montreal to set up a demand loan credit facility attached to the Gas Tax Funding for the Rural Community of Hanwell

Unanimously Carried #23-02-2017

b) Committee Appointment Amendments:

- Planning Management- Darren MacKenzie (chair) & Susan Jonah (vice-chair)
- Parks & Trails- Dave Morrison (chair) & Holly Hyslop (vice-chair)
- Emergency Measures- Chris Melvin (chair) & vice-chair vacant
- Hanwell Days/Canada Day- Chris Melvin (chair) & vice-chair vacant
- Human Resource (HR)- Melissa Smith (chair) & Nicolle Carlin (vice-chair)

Moved by Deputy Mayor Darren MacKenzie and **seconded by** Councillor Nicolle Carlin to accept the amendments to the committee appointments

Unanimously Carried #24-02-2017

c) Laserfiche Conference Update:

The Asst. Clerk provided a report of the seminars that were attended at the conference; thanks were extended to Ricoh Canada and Council for allowing herself and the Clerk the opportunity to attend.

d) MOU- Natech Environmental Services and RC of Hanwell:

Moved by Deputy Mayor Darren MacKenzie and **seconded by** Councillor Dave Morrison to authorize and direct the Clerk and staff to work with the owners of Natech/Meadow Court to work on a Memorandum of Understanding with the rural community being able to use the facilities of Meadow Court (*located at 2492 Hanwell Road*) for an emergency location (or other uses that are agreed upon) when the rural community may feel is necessary, so as time until the space that was offered to the community to use has become rented. This MOU should be returned to Council for final approval.

Unanimously Carried #25-02-2017

e) Rescind Motion #17-12-2014:

The Clerk provided information regarding domains for the municipality. The Mayor read the following motion #17-12-2014:

WHEREAS it is in the best interest of the rural community to secure an online internet presence; and

WHEREAS such a web presence should be an easily recognized “website address”, and

WHEREAS such a website should be the “hub” of all communications; therefore

BE IT RESOLVED that the Clerk be and is hereby authorized and directed to take such actions required to secure the website address www.hanwell.ca as the official website for the rural community of Hanwell.

Moved by Councillor Dave Morrison and **seconded by** Councillor Melissa Smith to rescind motion #17-12-2014 regarding securing the website address www.hanwell.ca

Unanimously Carried #26-02-2017

f) Tax Rate- re Streetlights vs. Non-Streetlights:

Upon review of the street lighting areas it was noted that several properties have the street lighting service are not in the proper sub-unit to reflect the street light tax rate.

Moved by Councillor Dave Morrison and **seconded by** Councillor Holly Hyslop for the municipality of Hanwell to provide SNB Assessment Services a list of PANS and addresses that should be in the 01 Sub-Unit in order to reflect the proper amount of tax charged for this service and request that the changes be made for taxation year 2018.

Unanimously Carried #27-02-2017

g) Volunteer Appreciation Day:

Councillor Holly Hyslop recommended that another Volunteer Appreciation Day be organized. This year an Open House will be held at the municipal office on Tuesday, April 11th from 5-7pm.

The Asst. Clerk will compose a Volunteer Appreciation proclamation for the April 2017 Council Meeting.

17. Upcoming Activities

Saturday, Feb 25th Game Night 6:30-9:30 pm – Municipal Office

Thursday, Mar 9th Community Skate 2:30-3:30 Grant Harvey Arena

18. Closed Session

There were no closed sessions for this meeting

19. Date, Time and Location of next meeting

Regular Council Meeting

Council Chambers

March 8, 2017 @ 6:30 p.m.

20. Adjournment

Moved by Deputy Mayor Darren MacKenzie and **seconded by** Councillor Melissa Smith to adjourn the meeting at 8:27 p.m

Unanimously Carried #28-02-17

Certified Correct,

Terri L Parker
Asst. Clerk

Chris Melvin
Mayor