

HANWELL
Rural Community
Regular Meeting of Council
February 15th, 2018
Minutes

Attendance:

Mayor Chris Melvin, Councillor Dave Morrison, Councillor Holly Hyslop, Councillor Melissa Smith, Councillor Nicolle Carlin, Clerk/Treasurer Melanie Frost, Asst. Clerk Terri Parker, Fire Chief Murray Crouse, NB EMO Jason Cooling (Regional Coordinator)

Absent:

Deputy Mayor Darren MacKenzie, Councillor Susan Jonah

1. Calling to Order

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

2. Approval of the Agenda

Moved by Councillor Melissa Smith and **seconded by** Councillor Nicolle Carlin to approve the agenda with the following additions:

Correspondence:

12c). Letter of support- York County West ATV Club

12d). Letter from resident- Dogs in the Hanwell Park

New Business:

16b). Purchasing Policy- Revision

Unanimously Carried #01-02-2018

3. Adoption of Minutes

Moved by Councillor Holly Hyslop and **seconded by** Councillor Dave Morrison to adopt the minutes of the January 10th, 2018 Regular Meeting of Council.

Unanimously Carried #02-02-2018

4. Public Input/Inquires

None

5. Disclosures

Councillor Nicolle Carlin declared a conflict of interest and will leave council chambers during the discussion of 6b). RCMP Report

Councillor Dave Morrison declared a conflict of interest and will leave council chambers during the discussion of 12a). Sponsorship Request- Knights of Columbus Bowling Tournament.

6. Reports

a). Fire Department:

Chief Crouse reviewed the report of January 2018

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

Unanimously Carried #03-02-2018

Councillor Carlin left Council Chambers at 6:37 p.m due to Conflict of Interest

b). RCMP:

The report for January was reviewed by Council.

An RCMP representative was not present for this month's presentation.

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

Unanimously Carried #04-02-2018

Councillor Carlin returned to Council Chambers at 6:38 p.m

7. Presentations

a). Protocol for the Use of Sentinel in Public Alerts

Jason Cooling- NB EMO, reviewed the protocol with Council. He suggested that a post notification be added to the protocol.

As of April 6th, 2018 Alert Ready- Emergency Alert System for NB, will provide notification of any emergency to all residents in affected areas in New Brunswick via cell phones, television and radio

b). Audit Report 2017- Jill Stairs, EPR Daye Kelly & Assoc.

Item tabled until Special Meeting of Council on February 28th, 2018

8. Permit Applications

There was 1 building permit and 0 development permit for January 2018.

There was 0 in-house variance application for January 2018.

9. Proclamations:

None

10. Petitions and Delegations

None

11. Business Arising

a). By-Law #02-2014 Amendment to “A By-Law Respecting the Remuneration of Mayor and Councillors”- Third reading by title and enactment.

Moved by Councillor Melissa Smith and **seconded by** Councillor Holly Hyslop to give third reading by title and enact the By-Law #02-2014 “A By-Law Respecting the Remuneration of Mayor and Councillors”

Unanimously Carried #05-02-2018

By-Law #02-2014 Amendment to “A By-Law Respecting the Remuneration of Mayor and Councillors” is hereby enacted.

b). Hanwell Observatory Inc- Grant Application

Moved by Councillor Dave Morrison and **seconded by** Councillor Nicolle Carlin the following motion:

The Hanwell Observatory Inc. proposed a grant request to council in the December 13, 2017 regular meeting of Council. The request was for a grant in the amount of \$9,385.00 for the purchase of telescopes and accessories to further the “stargazing in the park” program. At that time a motion was made to suspend the rules to discuss but no motion was made regarding the request.

I hereby move to decline the Hanwell Observatory Inc. grant request in the amount of \$9,385.00

Unanimously Carried #06-02-2018

12. Correspondence

Councillor Morrison left Council Chambers at 7:05 p.m due to Conflict of Interest

a) Sponsorship Request- Knights of Columbus Provincial Bowling Tournament.
The Mayor will write a welcome statement as requested.

Moved by Councillor Melissa Smith and **seconded by** Councillor Nicolle Carlin to purchase a full page advertisement in the amount of \$100.00 in the *Weekend Bowling Program*

Unanimously Carried #07-02-2018

Moved by Councillor Melissa Smith and **seconded by** Councillor Holly Hyslop to receive the correspondence from the Knights of Columbus- Provincial Bowling Tournament

Unanimously Carried #08-02-2018

Councillor Morrison returned to Council Chambers at 7:09 p.m

b) Donation Request- Royal Canadian Legion

Moved by Councillor Melissa Smith and **seconded by** Councillor Nicolle Carlin to not make a donation at this time to the Royal Canadian Legion.

Unanimously Carried #09-02-2018

Moved by Councillor Melissa Smith and **seconded by** Councillor Dave Morrison to receive the correspondence from the Royal Canadian Legion
Unanimously Carried #10-02-2018

c) Letter of Support- York County West ATV Club

Moved by Councillor Nicolle Carlin and **seconded by** Councillor Melissa Smith to receive the correspondence from the York County West ATV Club
Unanimously Carried #11-02-2018

Moved by Councillor Nicolle Carlin and **seconded by** Councillor Melissa Smith to send letter of support, as requested, for the use of a portion of the Pig Road as part of the All Terrain Vehicle Managed ATV Trail.
Unanimously Carried #12-02-2018

d) Letter From Resident- Dogs in the Hanwell Park

Moved by Councillor Holly Hyslop and **seconded by** Councillor Melissa Smith to receive the correspondence from the resident regarding dogs in the Hanwell Park
Unanimously Carried #13-02-2018

13. Meetings and Special Events

a) The Activities of the Mayor- a verbal report was provided to Council.

14. Committee Reports

Finance Committee: Did not meet

Facilities Committee: Did not meet

Planning Committee: Did not meet

Parks & Recreation:

a) Policy #2018-01 Dog Leash Policy was reviewed by Council

Moved by Councillor Holly Hyslop and **seconded by** Councillor Melissa Smith to adopt Policy #2018-01 Dog Leash Policy
Unanimously Carried #14-02-2018

b) Site Plan for the Hanwell Recreation Park was reviewed by Council with the revisions; Old Presbyterian church, future cenotaph and stage.

Moved by Councillor Holly Hyslop and **seconded by** Councillor Dave Morrison to adopt the revised site plan and direct the Clerk to forward the plan to Crown Lands.
Unanimously Carried #15-02-2018

Moved by Councillor Nicolle Carlin and **seconded by** Councillor Melissa Smith to accept the Parks & Recreation committee report
Unanimously Carried #16-02-2018

Communication Committee: Did not meet

Emergency Measures Committee: No report given

Human Resources Committee: Did not meet

15. **Treasurer's Report**

The Treasurer's report was reviewed;

The following payments for February 2018 were approved for payment:

Fero- Solid Waste	\$13,775.26
Fero- Recycling	\$ 6,722.95
Lud-San Enterprises- Rent	\$ 2,334.50
NB Power- Streetlights	\$ 3,814.44
RSC11- Tipping	\$ 11,155.14
UMNB	\$ 4,350.00
City of Fredericton- 1 st quarter	\$ 38,096.56
WorkSafe 2018	\$ 5,030.24
Combined Holdings- Dry hydrant	\$ 3,823.75

Moved by Councillor Nicolle Carlin and **seconded by** Councillor Melissa Smith to accept the Treasurer's report and approve the payments for February 2018 as listed on the Treasurer's report.

Unanimously Carried #17-02-2018

Moved by Councillor Dave Morrison and **seconded by** Councillor Melissa Smith to direct staff to open a new account and interim financing at the Bank of Montreal for the construction project of the community center/municipal office building

Unanimously Carried #18-02-2018

16. **New Business**

a) Road Maintenance Conditions within Hanwell

A meeting was held with representatives from the Department of Transportation (DTI) and Infrastructure to discuss the road conditions in Hanwell. A prioritized list of roads will be provided to DTI for their upcoming budgets.

b) Policy #2016-02 Purchasing Policy- Revision

Moved by Councillor Holly Hyslop and **seconded by** Councillor Melissa Smith to adopt the revised Purchasing Policy #2016-02

Unanimously Carried #19-02-2018

17. Upcoming Activities

- a) Moonlight Hike in the Park- Hanwell Recreation Park (Feb 24th 7-8 pm)
- b) Community Skate- Grant Harvey Complex (Mar 8th 2:30-3:30 pm)
- c) Easter Eggstravaganza- Municipal Office (Mar 25th 2-4 pm)
- d) Volunteer Appreciation- Hanwell Fire Station (Apr 18th 7-9 pm)

**For locations of events contact municipal office or watch for upcoming advertisements

18. Closed Session

None

19. Date, Time and Location of next meeting

Regular Council Meeting
Council Chambers
March 14th, 2018 @ 6:30 p.m.

20. Adjournment

Moved by Councillor Holly Hyslop and **seconded by** Councillor Holly Hyslop to adjourn the meeting at 7:45 p.m.

Unanimously Carried #20-02-18

Certified Correct,

Terri L Parker
Asst. Clerk

Chris Melvin
Mayor