

**HANWELL**  
Rural Community  
Regular Meeting of Council  
April 13, 2016  
Minutes

**Attendance**

Mayor Susan Cassidy, Deputy Mayor Darren MacKenzie, Councillor Holly Hyslop, Councillor Chris Melvin, Councillor Carla Ward, Councillor Susan Jonah, Stephen McAlinden RSC 11, Murray Crouse Fire Chief and 2 members of the public.

**1. Calling to Order**

Mayor Susan Cassidy called this meeting to order at 6:30 p.m.

**2. Adoption of the Agenda**

Moved by Councillor Holly Hyslop

Seconded by Councillor Chris Melvin

To approved the Agenda with the following amendments: 5. Presentations b) RSC 11 – Stephen McAlinden. 10. Correspondence – Letter from the Minister of Tourism Health & Culture and 14. New Business d) Community Event Sign Policy, e) Closed Session – Personnel.

Unanimously Carried

#03-04-2016

**3. Approval of Minutes**

Moved by Councillor Chris Melvin

Seconded by Councillor Susan Jonah

That the Minutes of the March 9, 2016 Regular Meeting of Council be adopted.

Unanimously Carried

#04-04-2016

Moved by Councillor Chris Melvin

Seconded by Deputy Mayor Darren MacKenzie

That the Minutes of the April 6, 2016 Special Meeting of Council be adopted.

Unanimously Carried

#05-04-2016

**4. Disclosures – None.**

**5. Presentations**

- a) Detlef Rudolph updated Council on the recent Star Gazing at the Park event held on April 3<sup>rd</sup>. The next Star Gazing events will be held on May 9<sup>th</sup> at the polling station and May 14<sup>th</sup> at the park. Mr. Rudolph briefly spoke on the Terra Nova Adventure Play Environment, a very well designed play space. Mr. Rudolph then presented Council with a framed picture of the first and current Council.

- b) RSC 11 – Stephen McAlinden addressed Council with information and recommendations concerning the proposed Lighting By-Law.

**6. Reports**

- a) Fire Department – Chief Crouse presented to Council a report from January 1, 2016 to March 31, 2016. A reminder Forest Fire Season starts April 18<sup>th</sup>.
- b) RCMP – Council read the March 2016 RCMP report.

Moved by Councillor Chris Melvin  
Seconded by Councillor Susan Jonah  
To accept the reports submitted.

Unanimously Carried  
#06-04-2016

- 7. **Permit Applications** - 1 building permit and 1 development permit.

**8. Proclamations**

- a) Earth Day April 22<sup>nd</sup>

WHEREAS the global community now faces extraordinary challenges such as environmental degradation, climate change, food and water shortages, and global health issues; and

WHEREAS all people, regardless of race, gender, income, or geography, have a moral right to a healthy, sustainable environment; and

WHEREAS it is understood that the citizens of the global community must step forward and take action to create positive environmental change to combat the aforementioned global challenges; and

WHEREAS a sustainable environment can be achieved on the individual level through educational efforts, public policy, and consumer activism campaigns, and

WHEREAS it is necessary to broaden and diversify the environmental movement to achieve maximum success;

NOW THEREFORE, I, Susan Cassidy as Mayor of the rural community of Hanwell, hereby pledge this Earth Day, April 22, 2016 to support environmental initiatives in Hanwell and encourage others to take similar actions.

In Witness Whereof I have set my hand and caused the seal of the rural community of Hanwell to be affixed hereto.

- b) International Trail Day June 6<sup>th</sup>

WHEREAS International Trails Day is supported nationally by the Trans Canada Trail Organization and celebrated in six Canadian provinces; and

WHEREAS Hanwell has a trail system in the Hanwell Recreation Park that is part of the New Brunswick Trails Coalition trail network; and

WHEREAS a vibrant and expansive trail network contributes to the health and well-being of the community, is a significant economic driver, and demonstrates environmental stewardship;

NOW THEREFORE, I, Susan Cassidy as Mayor of the rural community of Hanwell, do hereby proclaim Saturday June 4, 2016 to be International Trails Day in the rural community of Hanwell, and I encourage all residents

to explore and enjoy our trails.

In Witness Whereof I have set my hand and caused the seal of the rural community of Hanwell to be affixed hereto.

**9. Petitions and Delegations – none**

**10. Correspondence**

Letter from the Hon. Bill Frasier, Minister of Tourism, Heritage and Culture in recognition of the Rural Community of Hanwell for their endorsement of the Framework for Recreation in Canada for 2015.

Moved by Deputy Mayor Darren MacKenzie  
Seconded by Councillor Chris Melvin  
To receive the above correspondence.

Unanimously Carried  
#07-04-2016

**11. Meetings and Special Events**

- a) Volunteer Appreciation Celebration, April 12<sup>th</sup>.  
This celebration was well attended; a great evening was had by all.
- b) Mayor Cassidy updated Council on the Regional Service Commission board meeting and the Regent Street construction presentation update.

**12. Committee Reports**

- a) Finance – Mayor Cassidy spoke on the 2016 Fire Service Agreement regarding the Harvey Fire Department.  
Moved by Councillor Susan Jonah  
Seconded by Councillor Chris Melvin  
To accept the agreement with the Minister of Environment and Local Government with the Harvey Fire Department component.

Unanimously Carried  
#08-04-2016

- b) Planning Advisory – no report
- c) Emergency Planning – Councillor Ward reported to council, Sentinel Systems Ltd. will be giving a presentation at the April 20<sup>th</sup> meeting
- d) Recreation – Councillor Hyslop updated council on the recent meeting of the committee.
- e) Communication – Councillor Melvin updated council on the recent meeting of the committee and the upcoming public awareness campaign for water testing and septic maintenance.  
Moved by Deputy Mayor Darren MacKenzie  
Seconded by Councillor Chris Melvin  
To add the public awareness campaign to the website with various links to the Province of New Brunswick website regarding water testing and septic maintenance.

Unanimously Carried  
#09-04-2016

- f) Hanwell Days Committee – Councillor Hyslop updated council on the recent committee meeting. Next meeting is April 14<sup>th</sup>.
- g) Facilities Committee – Mayor Cassidy updated council on the recent committee meeting. Next meeting is April 21<sup>st</sup> with the architect.

Moved by Deputy Mayor Darren MacKenzie.  
Seconded by Councillor Holly Hyslop  
To accept the committee reports.

Unanimously Carried  
#10-04-2016

### **13. Treasurer's Report**

Clerk/Treasurer Melanie Frost submitted a Treasurer's Report to Council.  
Moved by Councillor Chris Melvin  
Seconded by Deputy Mayor Darren MacKenzie  
To accept the Treasurer's report.

Unanimously Carried  
#11-04-2016

### **14. New Business**

- a) Procedural By-Law 01-2014 Amendment Section 4.(c).ix Agenda Items – First reading by Title, Second reading in full.

Moved by Councillor Chris Melvin  
Seconded by Deputy Mayor Darren MacKenzie  
To amend the Procedural By-Law 01-2014 Amendment Section 4.(c) ix Agenda Items, First Reading by Title.

Unanimously Carried  
#12-04-2016

Moved by Councillor Chris Melvin  
Seconded by Deputy Mayor Darren MacKenzie  
Be it resolved that the Hanwell Procedural By-Law 01-2014, Amendment of Section 4.(c) ix be amended as follows:

The Clerk shall prepare the agenda for regular meetings of Council, which includes the following items:

1. Call to Order
2. Approval of Agenda
3. Adoption of Minutes
4. Disclosures of Interest
5. Reports
6. Presentations
7. Permit Applications
8. Proclamations
9. Petitions and Delegations
10. Business Arising
11. Correspondence

12. Meetings and Special Events
13. Committee Reports
14. Treasurer's Report
15. New Business
16. Upcoming Events
17. Closed Session
18. Date, Time and Location of Next Meeting
19. Adjournment

Unanimously Carried  
#13-04-2016

- b) Generator/transfer switch for the Scout Lodge for EMO  
Moved by Councillor Susan Jonah  
Seconded by Councillor Chris Melvin  
That the Hanwell Council proceed with entering into an agreement with Scouts Canada to install a transfer switch in the electrical panel capable of running an appropriate size generator for the purpose of using the Yoho Scout Lodge as a community emergency centre.

Moved by Councillor Susan Jonah  
Seconded by Deputy Mayor Darren MacKenize  
To amend the previous motion to read; That the Hanwell Council proceed with getting estimates to install a transfer switch in the electrical panel of the Yoho Scout Lodge capable of running an appropriate size generator for the purpose of using the Yoho Scout Lodge as a community emergency centre.

Unanimously Carried  
#14-04-2016

Primary Unanimously Carried  
#15-04-2016

- c) Lighting By-Law- RSC 11 has been instructed to research information regarding the Lighting By-Law.
- d) Community Event Sign Policy  
Moved by Councillor Chris Melvin  
Seconded by Deputy Mayor Darren MacKenzie  
To accept the Community Event Sign as presented as policy.

Unanimously Carried  
#16-04-2016

- e) Closed Session – Personnel, Municipalities Act, Closed Session Section 10.2 (j)  
Moved by Councillor Chris Melvin  
Seconded by Councillor Holly Hyslop  
To moved into Closed Session as per the Municipalities Act, Closed Session Section 10.2 (j).

Unanimously Carried  
#17-04-2016

The meeting adjourned into Closed Session at 7:50 p.m.

This meeting was called back to order at 7:54 p.m.

Moved by Councillor Chris Melvin  
Seconded by Deputy Mayor Darren MacKenzie  
To approve the hiring of Terri Parker for the position of Assistant Clerk and enter into an employment agreement with standard benefits.

Unanimously Carried  
#18-04-2016

**15. Upcoming Activities**

- a) Hanwell Days May 27<sup>th</sup> – 29<sup>th</sup>

**16. Date, Time and Location of next meeting**

Regular Meeting of Council  
Council Chambers  
June 8, 2016 at 6:30 p.m.

**17. Adjournment**

Moved by Councillor Holly Hyslop to adjourn.

Unanimously Carried  
#19-04-2016

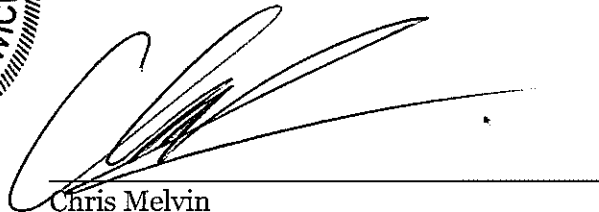
This meeting was adjourned at 7:58 p.m.

Certified Correct





Melanie Frost  
Clerk/Treasurer



Chris Melvin  
Mayor