

**HANWELL**  
Rural Community  
Regular Meeting of Council  
Oct 12th, 2016  
Minutes

**Attendance**

Mayor Chris Melvin, Deputy Mayor Holly Hyslop, Councillor Darren MacKenzie, Councillor Dave Morrison, Councillor Nicolle Carlin, Councillor Melissa Smith, Councillor Susan Jonah, Clerk/Treasurer Melanie Frost, Asst. Clerk Terri Parker, Detlef Rudolph (staff) Stephen McAlinden (RSC11), Shelley Landsburg, Walter Bidlake and 1 member of the public

**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 Holly Hyslop

Seconded by Councillor Melissa Smith

To approve the Agenda with the following amendments added:

- 6. *Presentations* (a). RSC 11 Application for a lot created on a private access
- 16. *Upcoming Events* (a). Ernst & Young- presentation of their report on the status of south side schools" Monday, Oct 24<sup>th</sup> @ 6:30 pm- FHS- Tom Morrison Theatre.

Unanimously Carried  
#01-10-2016

**3. Adoption of Minutes**

Moved by Councillor Darren MacKenzie

Seconded by Councillor Nicolle Carlin

That the Minutes of the Sept 14<sup>th</sup>, 2016 Regular Meeting of Council be adopted.

Unanimously Carried  
#02-10-2016

**4. Disclosures – None.**

**5. Reports**

- a) RCMP- The report for September was reviewed with Sgt. Andrea Gallant, the RCMP have been patrolling in the area more and will also be involved with the speeding campaign.
- b) Fire Department- Chief Crouse circulated the report for August & September. This is Fire Prevention Week and the fire department will be holding an Open House on Saturday, October 15<sup>th</sup> from 12 p.m to 3 p.m.

- c) HCDA- Mr. Weadick was not able to attend the meeting; a report was provided in the Council package.

Moved by Deputy Mayor Holly Hyslop  
Seconded by Councillor Melissa Smith  
To accept the reports as presented

Unanimously Carried  
#03-10-2016

## 6. Presentations

RSC11: Scott Targett Group Subdivision 2016-1

Moved by Councillor Susan Jonah  
Seconded by Councillor Darren MacKenzie  
To accept the recommendation from RSC11 regarding the application by SurTec Group Ltd. on behalf of the owners to create one lot on a right-of-way known as a crown reserved road

Unanimously Carried  
#04-10-2016

7. **Permit Applications-** 3 building permits and 1 development permits (Sept 2016)

8. **Proclamations-** none

## 9. Petitions and Delegations

- a) Shelley Landsburg- Hanwell Recreation Trail System- Ms. Landsburg expressed concerns that the previous volunteers of the HCDA are no longer involved with the Hanwell Recreation Park since the transfer of the park to the municipality. The mayor explained that HCDA is still an advisory group and highly recommends for the volunteers to still be part of the park and also encouraged to join the Parks & Trails Committee. It was suggested that anyone wishing to receive emails for upcoming events in the park to contact the municipal office.
- b) Walter Bidlake- Yoho Lake Association- A letter from Mr. Bidlake (Yoho Lake Association President) was reviewed. The association is requesting that property owners around Yoho Lake are consulted before Council obtains land for public access to the lake.

## 10. Business Arising

- a) By-Law No. 01-2014 Amendments- *A By-Law Respecting the Proceedings of Council and Administration* (Third Reading by Title and Enactment)

Moved by Deputy Mayor Holly Hyslop  
Seconded by Councillor Darren MacKenzie  
To make an additional amendment to the By-Law No. 01-2014 *A By-Law Respecting*

*the Proceedings of Council and Administration* under 4. Council Meetings (c) vi.  
“The deadline for receipt of agenda materials by the Clerk is 3:00 pm on the Tuesday preceding the meeting.”

Unanimously Carried  
#05-10-2016

Moved by Councillor Darren MacKenzie  
Seconded by Deputy Mayor Holly Hyslop  
To give third reading by title and enact the *By-Law No. 01-2014 A By-Law Respecting the Proceedings of Council and Administration*

Unanimously Carried  
#06-10-2016

- b) Voting for Deputy Mayor- Councillor Holly Hyslop was the interim deputy mayor, 2 nominations were brought forward; Councillor Susan Jonah and Councillor Darren MacKenzie . Voting will take place by secret ballot

Moved by Councillor Holly Hyslop (Interim Deputy Mayor)  
Seconded by Councillor Dave Morrison  
To cease nominations.

Unanimously Carried  
#07-10-2016

Moved by Councillor Nicolle Carlin  
Seconded by Councillor Melissa Smith  
To appoint Councillor Darren MacKenzie as the Deputy Mayor.

Unanimously Carried  
#08-10-2016

Moved by Councillor Nicolle Carlin  
Seconded by Deputy Mayor Darren MacKenzie  
To have the Asst. Clerk and Detlef Rudolph shred the ballots and the envelope.

Unanimously Carried  
#09-10-2016

- c) Response to Hanwell Gas Tax Allocations – A response was received from the province stating that allocations were based on the best information available to them when the funds were allocated (2013). Staff will continue investigating the matter.

## **11. Correspondence**

- a) Letter from Hon. Stephen Horsman declaring Oct 1-7<sup>th</sup> as Wellness Week

Moved by Councillor Holly Hyslop  
Seconded by Deputy Mayor Darren MacKenzie  
To receive the above correspondence and acknowledge receipt

Unanimously Carried  
#10-10-2016

## 12. Meetings and Special Events

The mayor attended the following meetings/events:  
Community Breakfast St. James Presbyterian. (Sept 17<sup>th</sup>)  
CBC Radio Interview regarding the Playhouse decision (Sept 19<sup>th</sup>)  
UMNB Annual General Meeting (Sept. 30<sup>th</sup>- Oct. 2<sup>nd</sup>)  
RSC11 Regular Board Meeting (Oct. 4<sup>th</sup>)

Media Interviews:  
CBC Information morning- Playhouse  
CBC Political Panel- Regional Collaboration  
Daily Gleaner- Playhouse  
Daily Gleaner- Follow up interview re: becoming mayor of Hanwell

## 13. Committee Reports

- a) Finance Committee- No meeting was held in September, however upcoming meetings will be held to review and discuss the 2017 budget. The committee's mandate was also reviewed.

Moved by Councillor Nicolle Carlin  
Seconded by Councillor Holly Hyslop  
To adopt the finance mandate as presented

Unanimously Carried  
#11-10-2016

- b) Facilities Committee- The committee report and the mandate were reviewed

Moved by Councillor Nicolle Carlin  
Seconded by Councillor Holly Hyslop  
To adopt the finance mandate as presented

Unanimously Carried  
#12-10-2016

- c) Planning Committee- Report was reviewed  
d) Recreation Committee- Report was reviewed  
e) Communication Committee- Report was reviewed

*Deputy Mayor Mackenzie left the council meeting at 8:01 pm; returned 8:04 pm*

Moved by Councillor Nicolle Carlin  
Seconded by Councillor Melissa Smith  
To accept Kevin Lunn and Lucas Candy as members of the communication committee.

Unanimously Carried  
#13-10-2016

- f) Parks & Trails Committee- No report given
- g) Emergency Measures Committee- Report and mandate were reviewed, a tabletop exercise is tentatively scheduled for Nov 24<sup>th</sup> @ 6:30pm.

Moved by Councillor Dave Morrison  
Seconded by Councillor Melissa Smith  
Motion to accept the following as members of the Emergency Measurers Committee:  
Dave Morrison (chair), Melissa Smith (co-chair), Melanie Frost (Clerk/Treasurer),  
Laurie Lees, Merritt Scott, Grant Good, Ken Mills and Carla Ward.

Unanimously Carried  
#14-10-2016

*Councillor Melissa Smith left the council meeting at 8:11 pm; returned 8:12 pm*

Moved by Councillor Dave Morrison  
Seconded by Councillor Holly Hyslop  
To accept the mandate of the Emergency Measures Committee as presented.

Unanimously Carried  
#15-10-2016  
Councillor Smith absent for vote

Moved by Councillor Holly Hyslop  
Seconded by Deputy Mayor Darren MacKenzie  
Motion to accept all the committee reports

Unanimously Carried  
#16-10-2016

*Deputy Mayor Mackenzie left the council meeting at 8:15 pm; returned 8:17 pm*

**14. Treasurer's Report-** Treasurer's report was reviewed. A copy of the Profit and Loss report will be forwarded by email.

The following payments for Oct 2016 were approved:

Fero- Solid Waste	\$11,882.77
Fero- Recycling	\$ 6,132.95
Lud-San Enterprises- Rent	\$ 2,334.50
NB Power- Streetlights	\$ 3,747.98
RSC11- Tipping	\$ 8,475.85
Payroll Remittance	\$ 4,763.92

Minister of Finance	
Upper Kingsclear Fire Service Q4	\$63,754.25
LSD Manners Sutton Fire Service Q4	\$ 6,459.50

City of Fredericton- Q4	\$35,846.50
RSC11- Q4	\$30,216.75

Moved by Councillor Holly Hyslop  
Seconded by Councillor Dave Morrison  
To accept the Treasurer's report and approve the payments for Oct 2016 as listed on the Treasurer's report.

Unanimously Carried  
#17-10-2016

#### 15. New Business

a) Insufficient Fund Policy

Moved by Councillor Dave Morrison  
Seconded by Councillor Nicolle Carlin  
To adopt the Insufficient Fund Policy as presented

Unanimously Carried  
#18-10-2016

- b) Rotary Sign- Mayor explained that the Rotary has requested to install their logo signs on the Hanwell Welcome signs.  
*No motion brought to the table*

#### 16. Upcoming Activities

- Ernst & Young- Presentation of their report on the status of the south side schools (Oct 24<sup>th</sup> @ 6:30 pm FHS Tom Morrison Theatre)
- Service to honour the 1<sup>st</sup> responders (Nov 6<sup>th</sup> tentative)
- Remembrance Day Service –Kingsclear (Nov 11<sup>th</sup>)

#### 17. Closed Session- none

**18. Date, Time and Location of next meeting-**

Regular Council Meeting  
Council Chambers  
Nov 9<sup>th</sup>, 2016 @ 6:30 p.m

**19. Adjournment**

Moved by Councillor Holly Hyslop  
Seconded by Councillor Melissa Smith.  
To adjourn the meeting at 8:30 pm

Unanimously Carried  
#19-10-2016

Certified Correct

*Terri L. Parker*

Terri L Parker  
Asst. Clerk

*Chris Melvin*

Chris Melvin  
Mayor



