

**HANWELL**  
Rural Community  
Regular Meeting of Council  
November 14<sup>th</sup>, 2018  
Minutes

**Attendance:**

Deputy Mayor Dave Morrison, Councillor Darren MacKenzie, Councillor Holly Hyslop, Councillor Susan Jonah, Councillor Melissa Smith, Councillor Nicolle Carlin, Clerk/Treasurer Terri Parker, Asst. Clerk Cindy Hackett, Administrative Assistant Sherri Johnston, RSC 11 Stephen McAlinden and Marcelle Thibodeau-Hennigar, UKFD Chief Murray Crouse and 3 members of the public.

**1. Calling to Order**

Deputy Mayor Dave Morrison called the meeting to order at 6:30 p.m.

**2. Approval of the Agenda**

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

7c) Monteith Underground Services Ltd.

**Unanimously Carried #01-11-2018**

**3. Adoption of Minutes**

**Moved by** Councillor Melissa Smith and **seconded by** Councillor Holly Hyslop to adopt the minutes of the October 10<sup>th</sup>, 2018 Regular Meeting of Council.

**Unanimously Carried #02-11-2018**

**Moved by** Councillor Melissa Smith and **seconded by** Councillor Nicolle Carlin to adopt the minutes of the October 20<sup>th</sup>, 2018 Emergency Meeting of Council.

**Unanimously Carried #03-11-2018**

**Moved by** Councillor Melissa Smith and **seconded by** Councillor Nicolle Carlin to adopt the minutes of the October 24<sup>th</sup>, 2018 Special Meeting of Council.

**Unanimously Carried #04-11-2018**

**4. Public Input/Inquires**

**5. Disclosures**

Councillor Darren MacKenzie declared a conflict with item 11c).

Councillor Nicolle Carlin declared a conflict with items 12a), b), and c).

## 6. Reports

### a). Fire Department:

Chief Crouse presented a report for September which was reviewed by Council. Chief Crouse spoke the upcoming Annual Christmas Dinner and the Santa Claus visit to Station 2.

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

**Unanimously Carried #05-11-2018**

### b). RCMP:

A representative from the RCMP was not present at the meeting and no report was provided.

## 7. Presentations

### a) Halloween Lights Contest:

Two of the three contest winners for the Halloween Lights contest were presented with their trophies and gift certificates for the Hanwell Market. The winners were:

1<sup>st</sup> Place: Shawn Wood, 105 Eaglewood Drive (\$100 gift certificate and trophy)

2<sup>nd</sup> Place: Hannahbelle Weaver, 35 Cobblestone Drive (\$75 gift certificate and trophy)

3<sup>rd</sup> Place: Angela Palmer, 5 Cobblestone Drive (\$50 gift certificate and trophy)

Congratulations to the winners.

### b) RSC 11 Subdivision & Land for Public Use:

**Moved by** Councillor Holly Hyslop and **seconded by** Councillor Nicolle Carlin that the rural community of Hanwell accept the recommendations of RSC 11 to approve the creation of one lot on a private right-of-way on the Lynn Phillip Chessie Subdivision No. 2018-1.

**Unanimously Carried #06-11-2018**

**Moved by** Councillor Holly Hyslop and **seconded by** Darren MacKenzie, as per the Subdivision By-Law the applicant pays the rural community of Hanwell \$2,368.20 based on 8% of the market value of the land (being \$29,602.50)

**Unanimously Carried #07-11-2018**

### c) Monteith Underground Services Ltd.:

**Moved by** Councillor Darren MacKenzie and **seconded by** Councillor Holly Hyslop to amend motion #09-06-2018 "to award Monteith Underground Services Ltd. in the amount of \$179,728.00 + HST for the Hanwell Recreation Park Roadway Upgrade (including asphalt)", to read "To award Monteith Underground Services Ltd. in the amount of \$209,628.00 + HST for the Hanwell Recreation Park Roadway Upgrade (including asphalt)", due to the additional expenses as per Department of Transportation and Infrastructure standards, and disbursement of 10% of payment this year.

**Unanimously Carried #08-11-2018**

## 8. Permit Applications

There were 4 building permits and 3 development permits for October 2018.

## 9. Proclamations:

None

## **10. Petitions and Delegations**

None

## **11. Business Arising**

a) Names for Access Road:

**Moved by** Councillor Melissa Smith and **seconded by** Councillor Holly Hyslop to suspend the rules in order to discuss names for the access road to be submitted for consideration.

**Unanimously carried #09-11-2018**

**Moved by** Councillor Darren MacKenzie and **seconded by** Councillor Melissa Smith to submit the following three names to NB911 for the Hanwell Park access road:

- Nature Park Drive
- Park Lane
- Woodland Drive

**Unanimously carried #10-11-2018**

b) Subdivision Signs

Postponed until next Regular Meeting of Council (December).

*Darren MacKenzie left Council Chambers at 7:12 pm due to Conflict of Interest with item 7c).*

c) HCDA- Update.

**Motion #11-11-2018** Rescinded on November 25, 2018 by **Motion #32-11-2018**

*Darren MacKenzie returned to Council Chambers at 7:12 pm.*

*Melissa Smith left Council Chambers at 7:45 pm*

*Melissa Smith returned to Council Chambers at 7:47 pm.*

d) Christmas office closure.

**Moved by** Councillor Melissa Smith and **seconded by** Councillor Darren MacKenzie that the office be closed over Christmas from Monday, December 24 up to and including Tuesday, January 1, and for staff to use these days as vacation or time in lieu, and that any other time off can be at the discretion of the Clerk.

**Unanimously Carried #12-11-2018**

*Nicolle Carlin left Council Chambers at 7:49 pm due to Conflict of Interest with items 12a), b), and c).*

## **12. Correspondence**

a) Email from former Mayor Melvin, dated October 20, 2018.

**Moved by** Councillor Darren MacKenzie and **seconded by** Councillor Holly Hyslop to receive the correspondence from Chris Melvin dated October 20<sup>th</sup>.

**Motion Carried #13-11-2018**

**Moved by** Councillor Darren MacKenzie and **seconded by** Councillor Holly Hyslop to direct the Clerk to answer the questions requested regarding Mr. Melvin's source deductions.

**Motion Carried #14-11-2018**

b) Email from former Mayor Melvin, dated October 26, 2018.

**Moved by** Councillor Darren MacKenzie and **seconded by** Councillor Susan Jonah to receive the correspondence from Chris Melvin dated October 26, 2018

**Motion Carried #15-11-2018**

**Moved by** Councillor Darren MacKenzie and **seconded by** Councillor Susan Jonah to direct the Clerk to answer the questions requested regarding the missed meetings of Councillor Carlin in 2017.

**Motion Carried #16-11-2018**

c) Email from former Mayor Melvin, dated November 2, 2018.

**Moved by** Councillor Darren MacKenzie and **seconded by** Councillor Susan Jonah to receive the correspondence from Chris Melvin dated November 2, 2018

**Motion Carried #17-11-2018**

**Moved by** Councillor Darren MacKenzie and **seconded by** Councillor Susan Jonah to direct the Clerk to clarify the 2017 absences and to provide Mr. Melvin with the penalty for his absences in 2018 as per the auditor's calculations.

**Motion Carried #18-11-2018**

*Councillor Carlin returned to Council Chambers at 7:55 pm.*

### **13. Meetings and Special Events**

The Deputy Mayor provided the following report:

- Oct. 20- Emergency Meeting of Council
- Oct. 24- Special Meeting of Council
- Oct. 25- RSC 11 Budget Meeting
- Nov. 4-6- Liaison with the Asst. Clerk during power outages in Hanwell
- Nov. 6- RSC11 Board Meeting
- Nov. 8- Meeting with the Clerk regarding HCDA
- Nov. 14- Regular Meeting of Council

**Moved by** Councillor Nicolle Carlin and **seconded by** Councillor Holly Hyslop to receive the Deputy Mayor's Report.

**Unanimously Carried #19-11-2018**

### **14. Committee Reports**

Finance Committee: Met on October 22, 2018

**Moved by** Councillor Darren MacKenzie and **seconded by** Councillor Holly Hyslop to receive the Finance Committee report as presented.

**Unanimously Carried 20-11-2018**

Facilities Committee: *Did not meet*

Planning Committee: *Did not meet*

Parks & Recreation Committee: Met on October 16, 2018

**Moved by** Councillor Nicolle Carlin and **seconded by** Councillor Darren MacKenzie to receive the Parks & Recreation Committee report as presented.

**Unanimously Carried #21-11-2018**

Communication Committee: *Did not meet*

Emergency Measures Committee: *Did not meet*

Clerk/Treasurer Terri Parker submitted a report regarding the recent power outages in much of the province, including all of Hanwell, over several days. The Deputy Mayor, Assistant Clerk and Administrative Assistant worked with the province and NB Power to put out messaging onto social media, logged activity into Sentinel, and opened the municipal office as a warming/charging centre for those in need. Clerk/Treasurer Terri Parker thanked them for their efforts.

**Moved by** Councillor Darren MacKenzie and **seconded by** Councillor Holly Hyslop to receive the Clerk/Treasurers report as presented.

**Unanimously Carried #22-11-2018**

Human Resources Committee: *Did not meet*

Hanwell Days Committee: *Did not meet*

Age Friendly Committee: Met on October 16, 2018

**Moved by** Councillor Nicolle Carlin and **seconded by** Councillor Holly Hyslop to receive the Age Friendly Committee report as presented.

**Unanimously Carried #23-11-2018**

## 15. **Treasurer's Report**

The Treasurer's report was reviewed.

The following payments for November 2018 were approved for payment:

|                           |              |
|---------------------------|--------------|
| FERO- Solid Waste         | \$ 13,775.26 |
| FERO- Recycling           | \$ 6,473.95  |
| Lud-San Enterprises- rent | \$ 2,334.50  |
| NB Power- street lights   | \$ 3,863.41  |
| RSC 11- tipping           | \$ 11,468.34 |
| Hansen Signs Ltd.         | \$ 2,950.84  |
| Crandall Engineering Ltd. | \$ 5,244.00  |

**Moved by** Councillor Melissa Smith and **seconded by** Councillor Darren MacKenzie to accept the Treasurer's report and approve the payments for November 2018 as listed on the Treasurer's report.

**Unanimously Carried #24-11-2018**

## **16. New Business**

- a) Facebook Page – Public Access

Staff has the authority to make changes to the Facebook pages; no motion required.

- b) Potential Purchase of Land

**Moved by** Councillor Darren MacKenzie and **seconded by** Councillor Melissa Smith to direct staff to contact the Province advising them that the municipality is not interested in the purchase of land being PID# 75349332

**Yes Votes:** Councillor Hyslop, Councillor MacKenzie, Councillor Smith, Councillor Carlin

**No Votes:** Councillor Jonah

**Motion Carried #25-11-2018**

- c) Acting Pay- Deputy Mayor

**Moved by** Councillor Melissa Smith and **seconded by** Councillor Darren MacKenzie that Deputy Mayor Dave Morrison will be given remuneration as Mayor beginning November 1 until another Mayor is sworn into Council.

**Unanimously Carried #26-11-2018**

## **17. Upcoming Activities**

Nov. 24 – Wreath making (1:00-3:00 pm)

Nov. 25 – Tree Lighting & Open House

Dec. 2 – Staff Christmas Dinner (6:00 pm)

Dec. 15 – UKFD Christmas Dinner & Awards (6:00 pm)

Dec. 19 – Santa Visit at Station 2 (7:00-10:00 pm)

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

## **18. Closed Session**

## **19. Date, Time and Location of next meeting**

Regular Council Meeting

Council Chambers

December 12<sup>th</sup>, 2018 @ 6:30 p.m.

**20. Adjournment**

**Moved by** Councillor Holly Hyslop and **seconded by** Councillor Melissa Smith to adjourn the meeting at 8:40 p.m.

**Unanimously Carried #27-11-2018**

Submitted by,

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Cindy Hackett  
Asst. Clerk

Certified Correct,

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Terri L. Parker  
Clerk/Treasurer

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Dave Morrison  
Deputy Mayor