

**HANWELL**  
Rural Community  
Regular Meeting of Council  
February 20<sup>th</sup>, 2019  
Minutes

**Attendance:**

Mayor Susan Cassidy, Deputy Mayor Dave Morrison, Councillor Darren MacKenzie, Councillor Holly Hyslop, Councillor Melissa Smith, Clerk/Treasurer Terri Parker, Asst. Clerk Cindy Hackett, UKFD Chief Crouse, RCMP Cpl. Malenfant, and Jill Stairs of Daye Kelly & Associates.

**Absent:**

Councillor Nicolle Carlin (*no notice given / not approved*)

Councillor Susan Jonah (*notice given / approved in Motion #29-02-2019*)

**1. Calling to Order**

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

**2. Approval of the Agenda**

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

Add: Item 12 c): Correspondence- Donation Request from NB Legion

Item 16 g): Leave of Absence

Amend: Item 8: change February to January

**Unanimously Carried #01-02-2019**

**3. Adoption of Minutes**

**Moved by** Councillor Darren MacKenzie and **seconded by** Deputy Mayor Dave Morrison to adopt the minutes of the January 7<sup>th</sup>, 2019 Special Meeting of Council.

**Unanimously Carried #02-02-2019**

**Moved by** Councillor Darren MacKenzie and **seconded by** Deputy Mayor Dave Morrison to adopt the minutes of the January 16<sup>th</sup>, 2019 Regular Meeting of Council.

**Unanimously Carried #03-02-2019**

**4. Public Input/Inquires**

**5. Disclosures**

**6. Reports**

a). Fire Department:

Chief Crouse presented a report for January which was reviewed by Council.

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

**Unanimously Carried #04-02-2019**

b). RCMP:

Cpl. Malenfant presented a report for January to Council.

**Moved by** Councillor Darren MacKenzie and **seconded by** Councillor Melissa Smith to accept the RCMP report as presented.

**Unanimously Carried #05-02-2019**

*Councillor Smith left Council Chambers at 7:21 pm*

*Councillor Smith returned at 7:24 pm*

**7. Presentations**

a) Daye Kelly & Associates, Audit Report for 2018, presented by Jill Stairs

**Moved by** Councillor Darren MacKenzie and **seconded by** Councillor Melissa Smith to accept the 2018 Audit Report as presented by Jill Stairs of Daye Kelly & Associates.

**Unanimously Carried #06-02-2019**

*Mayor Cassidy called for a short recess at 7:38 pm*

*Council Meeting resumed at 7:46 pm*

**8. Permit Applications**

There were 0 building permits and 0 development permits for January 2019.

**9. Proclamations:**

None

**10. Petitions and Delegations**

None

**11. Business Arising**

a) Yoho Lake Scout Lodge

- Transfer switch (Scout Agreement for Warming Shelter)
- Dry Hydrant (for snow removal) – The Clerk is directed to speak with Scouts Canada regarding details of the contract and cost-sharing of snow removal of the dry hydrant, surrounding area and parking lot of the Yoho Scout Lodge; to check with Combined Holdings Ltd. and see if they will offer to continue to plow the dry hydrant and surrounding area at a reduced rate; or to find a more cost-effective solution to plowing the dry hydrant and surrounding area.

b) Bank of Montreal Signing Authority Changes

**Moved by** Councillor Holly Hyslop and **seconded by** Councillor Darren MacKenzie that BE IT RESOLVED to amend the signing officers for the rural community of Hanwell banking documents held at the Bank of Montreal to the following:

Mayor, Susan Cassidy

Deputy Mayor, Dave Morrison

Clerk/Treasurer, Terri L. Parker

Assistant Clerk, Cindy Hackett

**Unanimously Carried #07-02-2019**

**12. Correspondence**

- a) Emails from resident regarding dogs in the Park

Staff directed to place reminders on our social media pages to keep dogs on leash.

**Moved by** Councillor Darren MacKenzie and **seconded by** Deputy Mayor Dave Morrison to receive the correspondence from resident regarding dogs in the Park.

**Unanimously Carried #08-02-2019**

- b) Emails from residents regarding rezoning of PID #75387167

**Moved by** Councillor Darren MacKenzie and **seconded by** Councillor Holly Hyslop to receive the correspondence from residents regarding the rezoning of PID #75387167.

**Unanimously Carried #09-02-2019**

- c) Letter from NB Legion regarding donation

**Moved by** Councillor Melissa Smith and **seconded by** Councillor Darren MacKenzie to receive the correspondence from NB Legion regarding a donation.

**Unanimously Carried #10-02-2019**

**13. Meetings and Special Events**

The Mayor provided a report.

**Moved by** Councillor Melissa Smith and **seconded by** Councillor Holly Hyslop to accept the Mayor's Report.

**Unanimously Carried #11-02-2019**

**14. Committee Reports**

Finance Committee: *Did not meet*

Facilities Committee:

**Moved by** Councillor Melissa Smith and **seconded by** Deputy Mayor Dave Morrison to accept the Facilities Committee report as presented.

**Unanimously Carried #12-02-2019**

Planning Committee: *Did not meet, verbal report provided*

**Moved by** Councillor Darren MacKenzie and **seconded by** Councillor Melissa Smith to accept the Planning Committee verbal report as presented.

**Unanimously Carried #13-02-2019**

*Councillor MacKenzie left council chambers at 8:28 pm*

*Councillor MacKenzie returned at 8:29 pm*

**Moved by** Councillor Darren MacKenzie and **seconded by** Deputy Mayor Dave Morrison to extend the meeting past 9:00 pm

**Unanimously Carried #14-02-2019**

Parks & Recreation Committee:

**Moved by** Councillor Holly Hyslop and **seconded by** Councillor Darren MacKenzie to accept Will Hyslop as a member of the Parks & Recreation Committee.

**Unanimously Carried #15-02-2019**

**Moved by** Councillor Darren MacKenzie and **seconded by** Deputy Mayor Dave Morrison to accept the Parks & Recreation Committee report as presented.

**Unanimously Carried #16-02-2019**

Communication Committee: *Did not meet, verbal report provided*

**Moved by** Councillor Holly Hyslop and **seconded by** Councillor Darren MacKenzie to accept the Communications Committee verbal report as presented.

**Unanimously Carried #17-02-2019**

Emergency Measures Committee: *Did not meet, verbal report provided*

**Moved by** Councillor Darren MacKenzie and **seconded by** Deputy Mayor Dave Morrison to accept the Emergency Measures Committee verbal report as presented.

**Unanimously Carried #18-02-2019**

Human Resources Committee: *Did not meet*

Hanwell Days Committee:

**Moved by** Councillor Holly Hyslop and **seconded by** Councillor Melissa Smith to accept Councillor Holly Hyslop (Chair), Deputy Mayor Dave Morrison (Co-chair), Councillor Darren MacKenzie, Councillor Melissa Smith, Tanya Aucoin-Johanny, Will Hyslop, and Janet Rogers as members of the Hanwell Days Committee.

**Unanimously Carried #19-02-2019**

**Moved by** Councillor Melissa Smith and **seconded by** Deputy Mayor Dave Morrison to accept the Hanwell Days Committee report as presented.

**Unanimously Carried #20-02-2019**

Age Friendly Committee:

**Moved by** Councillor Melissa Smith and **seconded by** Councillor Holly Hyslop to accept the Age Friendly Committee report as presented.

**Unanimously Carried #21-02-2019**

**15. Treasurer's Report**

The Treasurer's report was reviewed.

**Moved by** Councillor Melissa Smith and **seconded by** Councillor Darren MacKenzie to approve Change Order #28 for a trench needed from the lift station to the septic field in the amount of \$1,188.01 plus HST.

**Unanimously Carried #22-02-2019**

**Moved by** Councillor Darren MacKenzie and **seconded by** Councillor Melissa Smith to accept the Treasurer's report (*there were no payments needing approval for February 2019*)

**Unanimously Carried #23-02-2019**

*Councillor Smith left council chambers at 9:12 pm*

*Councillor Smith returned at 9:13 pm*

*Councillor MacKenzie left council chambers at 9:12 pm*

*Councillor MacKenzie returned at 9:14 pm*

**16. New Business**

a) By-Law #01-2014 Amendment to "A By-Law Respecting the Proceedings of Council and Administration"

Third reading by title and enactment

**Moved by** Councillor Melissa Smith and **seconded by** Councillor Darren MacKenzie to give third reading by title and enact By-Law #01-2014 Amendment "A By-Law Respecting the Proceedings of Council and Administration"

**Unanimously Carried #24-02-2019**

*By-Law #01-2014 "A By-Law Respecting the Proceedings of Council and Administration" is hereby enacted.*

b) By-Law #02-2014 Amendment to "A By-Law Respecting the Remuneration of Mayor & Councillors"

Third reading by title and enactment.

**Moved by** Councillor Melissa Smith and **seconded by** Councillor Darren MacKenzie to give third reading by title and enact By-Law #02-2014 Amendment "A By-Law Respecting the Remuneration of Mayor & Councillors".

**Unanimously Carried #25-02-2019**

*By-Law #02-2014 "A By-Law Respecting the Remuneration of Mayor & Councillors" is hereby enacted.*

c) By-Law #03-2014 Amendment to "A By-Law Respecting the Corporate Seal"

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 By-Law #03-2014 Amendment "A By-Law Respecting the Corporate Seal"

**Unanimously Carried #26-02-2019**

*By-Law #03-2014 "A By-Law Respecting the Corporate Seal" is hereby enacted.*

- d) By-Law #06-2014 Amendment to “*A By-Law Respecting the Bonding of Officers and Employees*”

Third reading by title and enactment.

**Moved by** Councillor Melissa Smith and **seconded by** Deputy Mayor Dave Morrison to give third reading by title and enact By-Law #06-2014 Amendment “*A By-Law Respecting the Bonding of Officers and Employees*”

**Unanimously Carried #27-02-2019**

*By-Law #06-2014 “A By-Law Respecting the Bonding of Officers and Employees” is hereby enacted.*

- e) By-Law #13-2016 Amendment to “*A By-Law Respecting Dangerous or Unsightly Premises*”

Third reading by title and enactment.

**Moved by** Councillor Melissa Smith and **seconded by** Councillor Darren MacKenzie to give third reading by title and enact By-Law #13-2016 Amendment “*A By-Law Respecting Dangerous or Unsightly Premises*”

**Unanimously Carried #28-02-2019**

*By-Law #13-2016 “A By-Law Respecting the Dangerous or Unsightly Premises” is hereby enacted.*

- f) Municipal By-Elections, May 6, 2019

Anyone wishing to resign his/her position on Council will need to do so prior to Friday, March 8, 2019 and must declare their seat vacant in writing to the Clerk who will provide it to Elections NB. A Special Meeting of Council will be required to provide Elections NB with a Certified Resolution declaring the seat vacant by Friday March 15, 2019

- g) Leave of Absence

**Moved by** Councillor Holly Hyslop and **seconded by** Councillor Darren MacKenzie to accept Councillor Jonah’s leave of absence request and absence for this meeting to be considered a valid excuse.

**Unanimously Carried #29-02-2019**

## **17. Upcoming Activities**

Feb. 16 – Moonlight Hike, Hanwell Rec Park (7:00-8:00 pm)

Mar. 16 – Moonlight Hike, Hanwell Rec Park (9:00-10:00 pm)

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

## **18. Closed Session**

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

Regular Council Meeting  
Council Chambers  
March 20<sup>th</sup> @ 7:00 p.m.

**20. Adjournment**

**Moved by** Councillor Holly Hyslop and **seconded by** Deputy Mayor Dave Morrison to adjourn the meeting at 9:25 p.m.

**Unanimously Carried #30-02-2019**

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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Susan Cassidy  
Mayor