

**HANWELL**  
Rural Community  
Regular Meeting of Council  
June 19, 2019  
Minutes

**Attendance:**

Mayor Susan Cassidy, Deputy Mayor Dave Morrison, Councillor Holly Hyslop, Councillor Melissa Smith, Councillor Susan Jonah, Councillor Darren MacKenzie, Councillor Dan Fortier, Clerk/Treasurer Terri Parker, Assistant Clerk Cindy Hackett, and Upper Kingsclear Fire Department's Assistant Deputy Chief Steve Johnston.

**1. Calling to Order**

Mayor Cassidy called the Regular Meeting to order at 7:00 p.m.

**2. Approval of the Agenda**

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

7a) Fire Fit Donation Request (Steve Johnston)

17c) Transfer of Funds from General Capital Reserve to General Capital Fund (Gas Tax Fund)

**Unanimously Carried #01-06-2019**

**3. Adoption of Minutes:**

**Moved by** Councillor Holly Hyslop and **seconded by** Councillor Darren MacKenzie that the minutes of the May 15<sup>th</sup>, 2019 Special Meeting of Council be adopted.

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

**Moved by** Deputy Mayor Dave Morrison and **seconded by** Councillor Holly Hyslop that the minutes of the May 15<sup>th</sup>, 2019 Regular Meeting of Council be adopted.

**Unanimously Carried #03-06-2019**

**4. Public Input/Inquiries**

**5. Disclosures**

**6. Reports:**

a) Fire Department

Assistant Deputy Chief Steve Johnston presented a report for May which was reviewed by Council.

**Moved by** Councillor Darren MacKenzie and **seconded by** Councillor Melissa Smith to accept the Fire Dept. report for May 2019 as presented.

**Unanimously Carried #04-06-2019**

b) RCMP

No RCMP representation was present nor was there a monthly report provided (monthly reports will no longer be provided to individual municipalities/communities).

7. **Presentations**

- a) Fire Fit – Steve Johnston, Asst. Deputy Fire Chief of Upper Kingsclear Fire Dept.

**Moved by** Councillor Melissa Smith and **seconded by** Councillor Darren MacKenzie to donate \$500 for the Fire Fit – Combat Challenge to Asst. Deputy Chief Steve Johnston and his team.

**Unanimously Carried #05-06-2019**

8. **Permit Applications**

There were 5 building permits and 1 development permit for the month of May 2019.

9. **Proclamations**

10. **Petitions and Delegations**

11. **Business Arising:**

- a) Feasibility Study re: Transportation Services

**Moved by** Councillor Susan Jonah and **seconded by** Councillor Darren MacKenzie to direct staff to obtain a Feasibility Study to provide a third-party cost analysis of the transfer of Transportation Services from the Department of Transportation and Infrastructure (DTI) to the Rural Community of Hanwell, pertaining to the control of Traffic Services area of Transportation – Roads & Streets.

**YES VOTES:** Councillor Jonah, Councillor Hyslop, Councillor MacKenzie

**NO VOTES:** Councillor Smith, Councillor Fortier, Deputy Mayor Morrison, Mayor Cassidy (chairperson)

**Motion Defeated**

*(The chairperson shall vote only when the question is to be decided by a simple majority and the vote is divided equally. In which case he or she shall cast a deciding vote. – By-Law #01-2014, “A By-Law Respecting the Proceedings of Council and Administration”)*

**Moved by** Councillor Dan Fortier and **seconded by** Councillor Melissa Smith that the Mayor and Council will create a list of questions/issues to be reviewed prior to the next Information Session, and the Clerk will facilitate a meeting between the Clerk, Council and DTI for clarification on these questions/issues.

**YES VOTES:** Councillor Hyslop, Councillor MacKenzie, Councillor Fortier, Councillor Smith, Deputy Mayor Morrison

**NO VOTE:** Councillor Jonah

**Motion Carried #06-06-2019**

12. **Correspondence:**

Volunteer request for Back 2 School “Show n Shine”

**Moved by** Deputy Mayor Dave Morrison and **seconded by** Councillor Melissa Smith to receive the correspondence.

**Unanimously Carried #07-06-2019**

13. **Meetings and Special Events:**

Mayor’s Report

**Moved by** Councillor Darren MacKenzie and **seconded by** Councillor Dan Fortier to receive the Mayor’s report as presented.

**Unanimously Carried #08-06-2019**

14. **Committee Reports:**

Finance – Did not meet

Facility – Did not meet

Planning – Did not meet

Parks & Recreation:

**Moved by** Councillor Melissa Smith and **seconded by** Councillor Darren MacKenzie to receive the Parks & Recreation report as presented.

**Unanimously Carried #09-06-2019**

Communications:

Verbal report provided. The Communications committee met on June 12 to discuss the 12-month work plan, as well as the Hanwell Herald. A Facebook group will be created by the Chair, Councillor Smith, for all committee members as an open discussion forum. Committee member Cindy Hackett has created an “Instagram” account for Hanwell Rural Community, which has over 70 followers in less than one week.

*Councillor Fortier left council chambers at 8:00 pm and returned at 8:01 pm.*

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

**Unanimously Carried #10-06-2019**

EMO – Did not meet

HR – Did not meet

Hanwell Days – Did not meet

*Councillor MacKenzie left council chambers at 8:01 pm.*

*Councillor MacKenzie returned to council chambers at 8:05 pm.*

Age Friendly:

**Moved by** Councillor Susan Jonah and **seconded by** Councillor Holly Hyslop to accept new member, Lorraine Kinley, to the Age Friendly Committee, and receive the Age Friendly report as presented.

**Unanimously Carried #11-06-2019**

**15. Treasurer’s Report**

**Moved by** Councillor Darren MacKenzie and **seconded by** Deputy Mayor Dave Morrison to accept the Treasurer’s report as presented.

**Unanimously Carried #12-06-2019**

**16. Old or Unfinished Business**

Items carried forth from previous Council meetings that have not been completed/resolved.

- a) Yoho Lake – Dry Hydrant
- b) Yoho Lake – Scout Lodge as a warming station
- c) HCDA
  - *Update: All funds have been received as per the agreement, receipts will be issued, and file will be closed.*
- d) School Capital Project
- e) Solar Grid Array Project
  - *A grant application is being completed and will be submitted on June 21, 2019.*

**17. New Business**

a) Preventative Maintenance Proposal for HVAC system by PMC Energy  
Council has asked that the Clerk follow up with PMC Energy to clarify the proposal and present again at the next Council meeting.

b) Purchase of laptop and iPads  
Councillor Smith has asked if the Apple MacBook Pro purchased for the Communications committee can be used instead of purchasing a new PC Probook to replace the Clerk's Dell laptop. The Clerk will check regarding compatibility of programs, drivers and files transfer. If not compatible, it is within the Clerk's spending limit to authorize purchase.

**Moved by** Councillor Darren MacKenzie and **seconded by** Deputy Mayor Dave Morrison to direct the Clerk to purchase 2 Apple iPad tablets as per quote in the amount of \$425.00 plus HST each to replace the Clerk's and the Assistant Clerk's iPads.

**Unanimously Carried #13-06-2019**

c) Transfer of Funds from General Capital Reserve to General Capital Fund (Gas Tax Account)

**Moved by** Councillor Holly Hyslop and **seconded by** Deputy Mayor Dave Morrison **BE IT RESOLVED** that Council for the Rural Community of Hanwell transfer \$161,938 from the General Capital Reserve Fund (Account #1996-639) to the General Capital Fund (Gas Tax Account #1996-524) for the interim financing until the Gas Tax payment is received in July for invoices pertaining to the construction of Hanwell Place.

**Unanimously Carried #14-06-2019**

**18. Upcoming Activities:**

- Strawberry Social (July 16, 7-9 pm)
- Cake Social (July 30, 7-9 pm)
- Hanwell Playground Program (Wednesday mornings 9:30-11:30, July 3-Aug.21)

\*\*For locations of events, contact municipal office or watch for upcoming advertisement on social media, website or message board.

**19. Closed Session**

**Moved by** Councillor Susan Jonah and **Seconded by** Councillor Melissa Smith to move to Closed Session pursuant to s. 68(1)(j) of the *Local Governance Act* (labour and employment matters).

**Unanimously Carried #15-06-2019**

*Moved to closed session at 8:35 pm*

*Councillor MacKenzie left council chambers at 8:35 pm and returned at 8:38 pm.*

**Moved by** Deputy Mayor Dave Morrison and **seconded by** Councillor Darren MacKenzie to reconvene the meeting to regular session.

**Unanimously Carried #16-06-2019**

*Reconvened to regular session at 8:48 pm*

**Moved by** Councillor Melissa Smith and **seconded by** Councillor Dan Fortier to direct the Clerk to post the Building Operations position.

**Unanimously Carried #17-06-2019**

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

Regular Council Meeting  
Council Chambers  
Wednesday, July 17, 2019, at 7:00 pm

**21. Adjournment**

**Moved by** Councillor Darren MacKenzie and **seconded by** Councillor Holly Hyslop to adjourn the meeting at 8:50 pm.

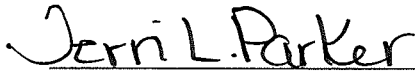
**Unanimously Carried #18-06-2019**

Submitted by,



\_\_\_\_\_  
Cindy Hackett  
Assistant Clerk

Certified Correct,



\_\_\_\_\_  
Terri L. Parker  
Clerk/Treasurer



\_\_\_\_\_  
Susan Cassidy  
Mayor

