

COVID-19 Update: The Rural Community of Hanwell is following measures outlined by Public Health. Mask use and social distancing is still recommended but will be at the discretion of the individual. Meetings are open to the public. All Council meetings will be audio recorded for the public.

HANWELL
Rural Community
Regular Meeting of Council
March 15, 2023
Minutes

Attendance:

Mayor Dave Morrison, Deputy Mayor Susan Jonah, Councillor Holly Hyslop, Councillor Tim Fox, Councillor Debby Peck, Councillor Lee Crouse, Councillor Darren MacKenzie, CAO/Treasurer Terri Parker, Clerk/Assistant Treasurer Sherri Johnston, and Chief Murray Crouse.

Absent: Councillor Pat Septon

1. Calling to Order

Mayor Dave Morrison called the Regular Meeting to order at 7:01 p.m.

2. Approval of the Agenda

Moved by Councillor Tim Fox and **seconded by** Deputy Mayor Susan Jonah to approve the agenda.

Unanimously Carried #01-03-2023

3. Adoption of Minutes:

a) **Moved by** Councillor Darren MacKenzie and **seconded by** Councillor Debby Peck to adopt the minutes of the February 16, 2023, Regular Meeting of Council with the clarification from the CAO regarding a letter from a resident read into the February 16, 2023, minutes.

Unanimously Carried #02-03-2023

*Clarification from the Feb 16, 2023, Regular Meeting of Council Minutes
Re: Letter Submitted from Norm Couturier
Public Input/Inquiries*

Mr. Couturier read a letter into the minutes at the Feb 16th council meeting stating that he had requested information regarding the proposed 26 violations associated to Councillor Septon through the Right for Information and Protection of Privacy Act.

It is stated in his letter, that I informed him that there were no documents in existence to support the 26 violations and associated sanctions against Councillor Septon.

After receiving a copy of the letter that he read into the minutes at this meeting, I wrote to Mr. Couturier advising him that there are many documents to support these violations, however, Mr. Couturier's request for information asked for "26 dated and signed formal complaint documents issued to Councillor Septon". It is these documents that do not exist as this was an informal process and investigation.

Mr. Couturier acknowledged receipt and explanation.

I feel that it is important that this be a record for the minutes to clarify any misleading information for all parties.

Sincerely,

*Terri L Parker
CAO/Treasurer*

- b) **Moved by** Councillor Holly Hyslop and **seconded by** Councillor Darren MacKenzie to adopt the minutes of the February 28, 2023, Special of Council.
Unanimously Carried #03-03-2023

4. **Public Input/Inquiries** (10 minutes max.)
None

5. **Disclosures**
None

6. **Reports:**

Fire Department: Chief Crouse

The month of January the Upper Kingsclear Fire Department responded to 19 calls in Hanwell and Upper Kingsclear. There were 6 motor vehicle accidents, 2 fire/explosions, 5 fire alarms, 1 public hazard call, 2 rubbish/grass fire calls, and 3 medical assistance calls.

The month of February the Upper Kingsclear Fire Department responded to 16 calls in Hanwell and Upper Kingsclear. There were 9 motor vehicle accidents, 1 chimney fire, 4 fire alarms, and 2 gas leaks.

Chief Crouse has a co-op student from Fredericton High School with him Monday to Friday from 1-3.

Moved by Deputy Mayor Susan Jonah **seconded by** Councillor Darren MacKenzie to receive the fire reports for January and February 2023 as presented.

Unanimously Carried #04-03-2023

7. **Presentations:**
None

8. Permit Applications

- a) There were 3 building permits, and 0 development permits for February 2023.

9. Proclamations

a) Purple Day for Epilepsy

Whereas Purple Day is a global effort dedicated to promoting epilepsy awareness in countries around the world, and

Whereas epilepsy is one of the most common neurological conditions, estimated to affect over 50 million people worldwide and 42 people in Canada are diagnosed every day, and

Whereas one in ten persons will have at least one seizure during his or her lifetime, and

Whereas the public is often unable to recognize common seizure types, or how to respond with appropriate first aid, and

Whereas Purple Day will be celebrated on March 26 annually to increase understanding, reduce stigma, and improve the quality of life for people with epilepsy throughout the country and globally.

Now, therefore, I do hereby proclaim March 26, 2023, "Purple Day", in an effort to raise awareness of epilepsy in Canada.

Dave Morrison, Mayor

10. Petitions and Delegations

None

11. Business Arising:

a) Hanwell Days

Council discussed Hanwell Days. Where we are a new community with new areas there should be a new celebration, celebrating the new community. It was decided that we will wait until the new Recreation Director is in place and they will be able to plan and organize an event including all areas of our new community. We will not be holding Hanwell Days in May this year. We will pick a new date at the next administration meeting in April.

b) Maritime Mega V

Moved by Councillor Tim Fox **seconded by** Deputy Mayor Susan Jonah

WHEREAS CRAG (Capital Region Association of Geocachers has applied for funding through Grants-in-Aid, which are budgeted in the municipal operating budget, and

WHEREAS CRAG will be hosting the Maritime Mega V – Let's Connect in Fredericton and surrounding areas, including Hanwell, and

WHEREAS this event will bring hundreds of geocachers to our area which could have an economic impact

WHEREAS a motion was made at the February 16, Regular Meeting of Council to postpone the discussion of the CRAG funding until the February 28, Special Meeting of Council, and

WHEREAS more information was requested and was not provided in time for the February 28, Special Meeting of Council to make a decision, and

WHEREAS we have now received the requested information from CRAG with respect to their request for funding,

I MOVE that the Council authorizes and directs the Clerk to make a donation in the amount of \$2500.00 to CRAG for their Maritime Mega Mega V – Let’s Connect.

Unanimously Carried #05-03-2023

- c) Committee Composition and appointments

Moved by Councillor Darren MacKenzie and **seconded by** Councillor Tim Fox

WHEREAS a motion was made at the February 16, Regular Meeting of Council to postpone this agenda item to the next council meeting, and

WHEREAS due to other commitments we were not able to meet again to amend the policy or discuss it,

I MOVE to table this item until documents are reviewed and completed.

Unanimously Carried #06-03-2023

- d) Amendments to By-Law #06-2014, “A By-Law Respecting the Bonding of Officers and Employees” – 2nd reading by title

Moved by Councillor Darren MacKenzie and **seconded by** Councillor Holly Hyslop that amendments to By-Law #06-2014, “A By-Law Respecting the Bonding of Officers and Employees” be given its 2nd reading by title.

Unanimously Carried #07-03-2023

By-Law #06-2014, “A By-Law Respecting the Bonding of Officers and Employees”

12. Correspondence:

- a) Correspondence – Elementary Literacy

Moved by Councillor Holly Hyslop and **seconded by** Councillor Tim Fox to suspend the rules.

Unanimously Carried #08-03-2023

Moved by Councillor Darren MacKenzie and **seconded by** Councillor Tim Fox to postpone the discussion of the correspondence from Elementary Literacy until the next meeting of council.

Unanimously Carried #09-03-2023

- b) Correspondence – Speeding in Deerwood

Moved by Councillor Holly Hyslop and **seconded by** Deputy Mayor Susan Jonah to receive the correspondence from the resident regarding speeding in Deerwood and thank Mayor Morrison for passing their concerns on to the RCMP.

Unanimously Carried #10-03-2023

13. Meetings and Special Events:

a) Mayor's Report

Moved by Councillor Holly Hyslop and **seconded by** Deputy Mayor Susan Jonah to receive the Mayor's report as presented.

Unanimously Carried #11-03-2023

14. Committee Reports:

a) **Age Friendly:** Did not meet

b) Communication:

Moved by Councillor Tim Fox and **seconded by** Councillor Darren MacKenzie to receive the Communications Committee report as presented.

Unanimously Carried #12-03-2023

c) **Economic Development:** Did not meet.

d) Emergency Measures:

Moved by Deputy Mayor Susan Jonah and **seconded by** Councillor Holly Hyslop to receive the Emergency Measures Committee report as presented.

Unanimously Carried #13-03-2023

e) **Finance:** Did not meet.

f) **Governance and Policies:** Did not meet

g) Parks and Recreation:

Moved by Councillor Holly Hyslop and **seconded by** Councillor Darren MacKenzie

Whereas the snowmobile used for grooming the trails in the Hanwell Recreation Park needs to be replaced; and

Whereas there is a grant available through the Regional Development corporation to offset approximately 40% of the cost;

I MOVE to authorize and direct the Clerk to investigate and apply for a grant through RDC for a new sled.

Unanimously Carried #14-03-2023

Moved by Councillor Tim Fox and **seconded by** Deputy Mayor Susan Jonah to receive the Parks and Recreation Committee report as presented.

Unanimously Carried #15-03-2023

15. CAO/Treasurer's Report:

Moved by Councillor Holly Hyslop and **seconded by** Councillor Tim Fox to receive the CAO/Treasurer's report dated March 2023 as presented.

Unanimously Carried #16-03-2023

16. Old or Unfinished Business

- a) Little Recreation Building – no update
- b) Rural Plan Progress Report

17. New Business

- a) Spring Clean Up – Colin Richard, at Fredericton Dumpster Services
Moved by Councillor Holly Hyslop and **seconded by** Councillor Tim Fox to authorize and direct the clerk to work with Colin Richard, from Fredericton Dumpster Services to organize a litter clean up day of our streets and ditches with the cost of the dumpster and landfill fees being donated by Fredericton Dumpster Services.

Unanimously Carried #17-03-2023

- b) RAC – additional funds

Moved by Councillor Holly Hyslop and **seconded by** Councillor Darren MacKenzie to suspend the rules.

Unanimously Carried #18-03-2023

An RFP (Request for Proposal) for an architecture firm the design phase went live on January 16, 2023. The technical evaluation has been concluded and they have narrowed it down to 5 architecture firms. They will proceed to the interviews at the end of March.

On November 29, 2023, we were provided with a proposal from Colliers for additional fees for project management of the design phase. The proposal provided no amounts and was presented to us after our budget was submitted to the province for approval.

On January 10, 2023, a request was made about the additional costs as no amounts were discussed in the meeting that morning. On January 23, 2023, the working group was provided with additional costs required for the design phase and Hanwell's portion based on the cost sharing formula of assessment values/population is \$7,930.00.

Council did not agree to any further funding to date. The Clerk will contact RSC11 to find out more information.

- c) Safety measures

Due to some incidents that have occurred since December of 2022 involving staff and the public that has involved the RCMP being notified, the CAO is recommending that a buzzer

and camera be installed at our front door so that our doors can be locked at all times. If the Administration Assistant is not at her desk, we cannot see who is entering our building and this is a safety issue. Many buildings require people to be buzzed in for safety reasons. We will also be removing staff photos from our newsletter and website.

18. Upcoming Activities:

- a) Zoomers – Tuesday and Thursdays, until March 30 at 12:00 pm
- b) Spring Craft Show – March 25 at 10 am
- c) Easter Extravaganza – April 1 at 2:00 pm

19. Closed Session:

Moved by Councillor Holly Hyslop and **seconded by** Deputy Mayor Susan Jonah to move into Closed Session.

Unanimously Carried #19-03-2023

- a) Matter pursuant to S. 68(1)(j) of the *Local Governance Act* (labour and employment matters, including the negotiation of collective agreements)
- b) Pursuant to s. 68(1)(c) of the *Local Governance Act* (information that could cause financial loss or gain to a person or the local government or could jeopardize negotiations leading to an agreement or contract)

Moved by Councillor Holly Hyslop and **seconded by** Deputy Mayor Susan Jonah to move from Closed Session and return to Open Session.

Unanimously Carried #20-03-2023

Moved by Councillor Debby Peck and **seconded by** Councillor Darren MacKenzie that the performance merit and cost of living adjustment be paid to the CAO/Treasurer and Clerk/Assistant Treasurer effective January 1, 2023.

Unanimously Carried #21-03-2023

Moved by Councillor Darren MacKenzie and **seconded by** Councillor Holly Hyslop that the Rural Community of Hanwell renew the contract with Daye Kelly & Associates to conduct our audit for a two-year term 2023-2025. This will be reviewed again after the 2025 Audited Financial Statements are received.

Unanimously Carried #22-03-2023

20. Date, Time, and Location of next meeting

Regular Council Meeting, April 19, 2023 @ 7:00 pm
Council Chambers

21. Adjournment

Moved by Deputy Mayor Susan Jonah and **seconded by** Councillor Lee Crouse to adjourn the meeting at 8:35 p.m.

Unanimously Carried #23-03-2023

Respectfully submitted by,



Sherri Johnston
Clerk/Assistant Treasurer

Certified Correct,



Terri Parker
CAO/Treasurer



Dave Morrison
Mayor