



## CAO/Treasurer Report November 2023

### Chief Administrative Officer Report

**Hanwell Place Siding Issue-** The manufacturer came to Hanwell and got a few pieces of our siding to do some testing of this new product and will do a demonstration with council, and our building inspectors as well as our architect. The manufacturer contacted us saying that they have tried the new product from CUTEK that will be used to remove the old coating and provided me with a video. The paint literally washes off like soap. They plan on doing the whole job but they want to perform a weather test. They want to expose the newly coated samples to UV and climate changes in a weather machine. The Wood Science & Technology Center at UNB has one and they are making arrangements to do UV and climate change test in the machine. It takes 90 days for this process, and they are looking for results by the end of January or February and will provide council with an in-person and written presentation.

#### Tenders Awarded

- Garbage Collection- Needs to be done this week.
- Recycling Collection- Due to the changes with recycling that will take effect on May 1<sup>st</sup>, the CRSC will continue to be responsible for the contracts that were previously under the control of ELG and will be increasing their costs by cost of living of 4% for the months of January-April 30<sup>th</sup>. It was also suggested that we should contact our current provider for Hanwell (FERO) to see if they would extend their services until Circular Materials takes over the recycling in May. (There will be a motion under the Treasurer's report)
- Kitchen Upgrade- Upper Kingsclear Community Hall- this project should be completed before December 9<sup>th</sup>.
- Parking Lot Expansion- Upper Kingsclear Fire Station- this project is completed and Chief Crouse is pleased with the results.
- Snow Removal Contracts- Hanwell Place, 3 Fire Station- these contracts were awarded and they begin in November.

**Hanwell Park Academy MOU-** The MOU is completed, and we are waiting for signatures. A job description will be posted for 3 Hanwell Recreation Gymnasium Attendants with 10-15 hrs per week. We have received many calls from groups wishing to use the facility. We look forward to a partnership with the district and the staff and principal. Additional information will be shared in the following weeks for available use starting January 2024.

**Elections NB-** Congratulations to our newest members of council:

Candace Dekleva- Councillor At Large- [cdekleva@hanwell.nb.ca](mailto:cdekleva@hanwell.nb.ca)

Chris Bringloe- Councillor of Ward 5- [cbringloe@hanwell.nb.ca](mailto:cbringloe@hanwell.nb.ca)

David Holt- Councillor of Ward 4- [dholt@hanwell.nb.ca](mailto:dholt@hanwell.nb.ca)

## **Treasurer's Report- November 2023**

### **Revenue Collected:**

- Accommodation Tax Levy- The tax levy for August was received \$11,393.58
- Building Permit Fees for the 3<sup>rd</sup> quarter was received in the amount of \$43,226.72
- Interest for month of October \$11,435.97
- Sale of skidoo \$3,500

### **Expenses Paid:**

- Debenture Interest- Hanwell Fire Station \$15,719.75
- Debenture Principal- Hanwell Place \$38,000
- Debenture Interest- Hanwell Place \$14,733
- B.R Demerchant Ltd \$25,000 + HST for repairs to church (prior motion was given with the awarding of the contract)

### **The 2002 Pumper Truck:**

The pumper truck needs extensive repairs, there are only 2 companies that can do this type of work and only one was able to provide a quote; XL Plating & Machining Inc in the amount of \$23,004.30 + HST (*motion is below*)

### **2024 Budget Process:**

Meetings were held on Oct 16<sup>th</sup> -Infrastructure & Parks Management to discuss any projects that council may want to do in 2024 and where these projects would be budgeted.

On Oct 26<sup>th</sup> Council met to discuss the expenditures as of October 27<sup>th</sup>, there were a few items that we weren't able to fulfill in 2023 and the funds will be transferred to the reserve funds before the end of the year.

On Oct 30<sup>th</sup> Council met for a preliminary budget meeting

On Nov 7<sup>th</sup> Council met for a budget meeting

On Nov 9<sup>th</sup> Council met to review the Five Year Capital Plan and where we stand currently.

\*\*\*\*As per our purchasing policy, only non-budgeted payments over \$5,000 require Council approval.  
**Motion required for the approval of the following invoice(s):**

**XL Plating & Machining Inc.- Repairs to 2002 Pumper Truck**

I move to authorize and direct the CAO to pay the invoice to XL Plating & Machining Inc in the amount of \$23,004.30 + HST for repairs needed to the 2002 Pumper Truck once the work is completed and approved by Chief Crouse.

**Craig Boucher- Installation of Siding- Fire Station 1**

I move to authorize and direct the CAO to pay the invoice to Craig Boucher in the amount of \$9,000 to install the remainder of the siding at Fire Station 1 and install a roof and deck by the door that was budgeted under the Fire Department- Repairs & Maintenance

**Recycling Contract-**

**Whereas** Circular Materials Ltd is taking over the recycling services in May 2024, and

**Whereas** The original contract for FERRO Waste & Recycling Inc. for the period Jan 1-Dec 31<sup>st</sup> 2022 had an option to extend the term of the contract by up two (2) periods of one year,

**BE IT RESOLVED** to direct and authorize the CAO to renew the contract for FERRO Waste & Recycling Inc. for the term of up to five (5) months until Circular Materials Ltd. takes over the recycling services. The terms and conditions must be the same except for any cost-of-living increases that may be incurred.

Respectfully submitted,



Terri L Parker  
CAO/Treasurer

