



**Minutes of the Special Meeting of Sunbury-York South Rural Community Council
September 23 ,2025 at 6:30 pm
Council Chambers (22 Commerce Drive, Oromocto, Unit 2)**

- 1. Call to Order** – Mayor Hayward called the meeting to order at 18:30
- 2. Resolution – Appointment of Acting Clerk**

Ms. McDonald waived her right to discuss HR in closed session. Ms. McDonald agreed to bill the Municipality for her time at \$20/hour and sign documents per position requirements.

Moved by Councillor Allen, Seconded by Councillor Sheppard

BE IT THEREFORE RESOLVED THAT the Mayor be authorized to execute the agreement to engage the services of Ms. Maggie McDonald as Acting Clerk.

Motion Carried

Moved by Councillor Hartwick, Seconded by Councillor Sheppard

WHEREAS subsection 71(1) of the Local Governance Act (the "Act") requires that Council shall appoint a clerk and a treasurer; and

WHEREAS subsection 71(2) of the Act sets out Council may appoint the officers that are necessary for the administration of the local government; and

WHEREAS section 73 of the Act allows Council to appoint an acting officer if the officer is absent due to illness or any other reason or if the office is vacant.

BE IT THEREFORE RESOLVED THAT under the authority of subsection 71(1) of the Act Maggie McDonald be appointed Acting Clerk effective September 23, 2025.

THAT the acting clerk be authorized to execute all agreements, by-laws, and any other document in accordance with the Act.

THAT this appointment shall be in accordance with the terms and conditions set out for a forty-eight (48) hour period.

Motion Carried

3. Approval of Agenda

Moved by Councillor Allen, Seconded by Deputy Mayor Delong to approve the agenda as presented.

Motion Carried

4. Roll Call – Acting Clerk Ms. McDonald

Acting Clerk Ms. McDonald took the roll call. Councillor Hartwick present, Councillor Sheppard present, Councillor Allen present, Deputy Mayor Delong present, Mayor David Hayward present.

5. Approval of Minutes – none

6. Conflict of Interest - none

7. Presentations to Council – none

8. Unfinished Business

a) Town of Oromocto Recreation Agreement

Moved by Councillor Hartwick, Seconded by Councillor Allen

BE IT RESOLVED THAT the Council of Sunbury-York South Rural Community (“SYSRC”) hereby authorizes the Mayor and Acting Clerk to enter into and execute the Recreation Services Agreement on behalf of SYSRC with the Town of Oromocto for the one-year term from January 1, 2025 to December 31, 2025.

Motion Carried

b) NBSPCA Agreement

Moved by Deputy Mayor Delong, Seconded by Councillor Hartwick

BE IT RESOLVED THAT the Council of Sunbury-York South Rural Community (“SYSRC”) hereby authorizes the Mayor and Acting Clerk to enter into and execute the Professional Services Purchase Agreement on behalf of SYSRC with the New Brunswick Society for the Prevention of Cruelty to Animals dated May 22, 2025.

Motion Carried

Mayor Hayward stated he would deliver both agreements on September 24, 2025.

Mayor Hayward began to read a typed personal statement.

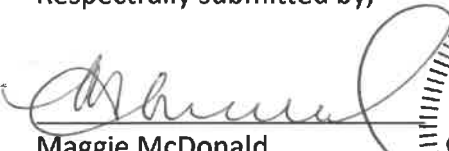
Councillor Hartwick requested a Point of Order as the agenda was approved and Mayor Hayward did not request this item be added to the agenda. Mayor Hayward, as Chair, stated "duly noted" but continued to read his prepared personal statement.

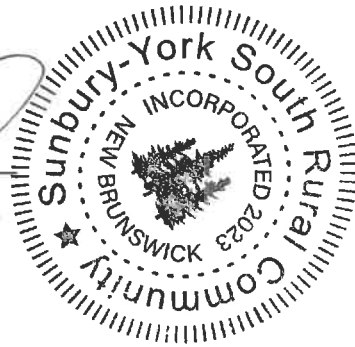
Mayor Hayward stated he was resigning from his position effective immediately and that SYSRC will be under government Administration until the next election in the spring (May 2026) and declared the meeting was adjourned at approximately 19:10

****EDIT****

After adjournment, Councillor Hartwick requested that Mr. Hayward give her the contracts to be delivered as he was no longer the Mayor. Mr. Hayward gave her the contracts which were delivered to the appropriate persons.

Respectfully submitted by,


Maggie McDonald
Acting Clerk



Certified Correct,


Cindy Ogden
Assistant Clerk/Treasurer


Greg Lutes
Supervisor