

## **MINUTES – VILLAGE OF HARVEY**

**Regular Meeting  
March 11, 2020  
7:00 P.M. Village Office**

1. Call to order, adopt agenda, approval of Minutes of previous meetings.

In attendance, Mayor Gamblin, Councillor MacMullin, Deputy Mayor Corey via FaceTime, Tom MacDonald, Village Clerk-Amber Binney and Katherine Henry. Regrets were presented by the Clerk for Councillor Howse due to a work commitment.

The Meeting was called to order by Mayor Gamblin at 6:59 pm.

**Councillor MacMullin motioned to approve the adoption of the agenda, Seconded by Deputy Mayor Corey. Motion carried.**

**Deputy Mayor Corey motioned to approve the adoption of the Regular Meeting Minutes, Seconded by Councillor MacMullin. Motion carried.**

**Councillor MacMullin motioned to approve the adoption of the Special Meeting Minutes, Seconded by Deputy Mayor Corey. Motion carried.**

**Deputy Mayor Corey motioned to close the Regular meeting at 7:04pm and open the Closed meeting, Seconded by Councillor MacMullin. Motion carried.**

In attendance, Mayor Gamblin, Councillor MacMullin, Deputy Mayor Corey via FaceTime, Tom MacDonald, Village Clerk-Amber Binney and Katherine Henry. Regrets were presented by the Clerk for Councillor Howse due to a work commitment.

One matter was discussed pursuant to sections 68(1) (j) of the Local Governance Act.

**Councillor MacMullin Corey motioned to adjourn the Closed session and resume the Regular meeting at 7:09pm, Seconded by Deputy Mayor Corey. Motion carried.**

2. Tom MacDonald delivered the Managers Report for the month of March. Tom informed Council that he and the Clerk are registered for their First Aid Training update on March 30 in Fredericton.

Tom informed Council that Greg has been training on the water system this week, and plans to job shadow with Tom for three days this week and during the following week. Tom expressed his frustration regarding the amount of alarms occurring on the new electronic monitoring system, but is hopeful that he and DTI can correct the issue.

Tom informed Council that a possible weight concern was noted during servicing regarding the operation the Kioti tractor while carrying gravel in the bucket, in addition to the broom. Tom plans to follow up with the Riverside technician regarding this concern during its next service, but will ensure the tractor is not utilized with the broom attached in addition to a full bucket of gravel.

3. The Clerk informed Council that the Village does not have right-of-way access to Village Lot 2010-3 (Village fill site across from Curling Club). After discussion, Council agreed that the Village no longer access the site from Candlelight Lane because it crosses the neighboring lot, and that all future access to the site occur from the lower side of the Curling Club property. Council requested that Tom speak to Barrie Morecraft about clearing a new driveable option when he completes his yearly grading of the fill site during the summer. Additionally, Tom stated that a new gate is also required to prevent entry to the fill site. He plans to get quotes for this to be discussed at a later date.
4. Mayor Gamblin read and signed the Purple Day Proclamation occurring March 26<sup>th</sup>. Council and staff were given pins to wear to support the event.

After discussion, Council agreed that the new proposed HIA Lease would not be signed until an agreement could be reached on the content. Council requested that the Clerk schedule a meeting in April with the HIA Board to negotiate modifications to the lease. Council agreed that the Village would continue with the development and upgrades to the Irving Lease property and cease development and upgrades to the HIA lease property until such time that the Village can reach an agreement with HIA.

Councillor Corey stated his concern regarding the state of the Loch Pub following its fire in December 2019 and the possible danger to residents. After discussion, **A motion by Deputy Mayor Corey, seconded by Councillor MacMullin that the Village proceed with the issuance of a Notice to Comply to the Loch Pub (PID# 01516152 ). Motion carried.**

The Clerk presented the amended 2019 Audited Financial Statements to Mayor and Council for review. The Clerk explained that the 2019 Resolution to move \$10,000 to the Utility Capital Fund must be accounted for as a payable at year-end unless another Resolution is made to correct it during the same calendar year. Due to that reporting requirement, the Village now shows a deficit of \$2,555 in the Utility Fund, but does show an additional \$10,000 in Capital, which may be required in 2020. **A motion by Deputy Mayor Corey, seconded by Councillor MacMullin that the amended 2019 Audited Financial Statements be adopted. Motion carried.**

The Clerk presented Council with the legal contract used for residents on the Phase I Sewer Extension Project on Route 636 for review. The Clerk expressed concern with the Village proceeding with the Phase II Project without the same, or similar, legal agreement, because the Village may be unable to register a lean on a property hooked to the new system without it. After discussion, Council agreed that the Village has already received a signed Undertaking and feels that is sufficient.

Mayor Gamblin informed Council that the Department of Transportation and Infrastructure has approved \$300,000 of funding to pave .7 kms of Route #3, from the Village limit to Poplar Lane. Council agreed the announcement is very positive for the Village.

Katherine informed Council that she has received concern regarding the heavy traffic on Poplar Lane and has been asked if the Village can impose weight restrictions on the Road. Council requested that the Clerk receive clarification regarding the Villages authority to do this from DELG.

The Clerk presented Council with the approved Capital Investment Plan for GTF funding for the years 2019-2023 for review. Council agreed that no changes were required at this time.

The Clerk informed Council that a 2% inflation rate was agreed upon for staff during 2019 and that 1.5% was utilized for budgeting purposes. She requested that Council give direction on the amount to be utilized. After discussion, **A motion by Deputy Mayor Corey, seconded by Councillor MacMullin that the Village approve the Provincial inflation rate as designated in 2019. Motion carried.**

The Clerk distributed an updated Village Incident Report for review. **A motion by Councillor MacMullin, seconded by Deputy Mayor Corey that the Form be adopted. Motion carried.**

The Clerk presented By-Law #2020-01 Remuneration of the Mayor and Councillors for third reading. Mayor Gamblin delivered the third reading and the By-Law was enacted as of March 11, 2020 and comes into force on June 1<sup>st</sup>, 2020.

The Clerk presented By-Law #2020-02 A By-Law Respecting the Sanitary Sewerage System and Sewer Charges for third reading. The Clerk noted that interest as well as non-payment penalty was utilized in the document and suggested that Council modify the By-Law for consistency. Council agreed that interest be replaced with non-payment penalty. Mayor Gamblin delivered the third reading and the By-Law was enacted as of March 11, 2020.

The Clerk presented By-Law #2020-03 Dog By-Law for discussion. Council agreed that the Clerk move forward with updating the By-Law and that the Village modify its dog registration requirement to January, so it is in effect for the Calendar year. Tom plans to schedule a registration on May 20<sup>th</sup> in the evening.

The Clerk presented Council with an advertisement regarding the Pitch-In Community Clean-up as well as the Dog License registration evening. Council agreed that a rain-date for the clean-up be included.

## 5. Correspondence

The Clerk presented information to Mayor and Council prepared for the Region 10 Emergency Management Meeting held on March 10, 2020 and a COVID-19 update from PNB and ELG. Deputy Mayor Corey expressed concern regarding residents in the Village, particularly seniors and those individuals that would need assistance should supplies or food become unavailable. Additionally, the Clerk expressed concern regarding staffing should employees be unable to report to work.

6. Clerks Report

The Clerk presented the Bank Balance report ending March 11th, 2020, the transactions by account report and the payroll summary report for review.

**The motion was made by Deputy Mayor Corey, seconded by Councillor MacMullin to approve the Reports as presented. Motion carried.**

The Clerk requested that her pay cycle be switched to alternate weeks to its current bi-weekly cycle. Council gave no objection to the change the schedule and suggested that that all payroll be switched as well should it be accommodating for other staff as well.

7. Adjournment – A motion to adjourn the Regular meeting was made by Councillor MacMullin at 8:27 pm. Motion carried.

Certified Correct,

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Amber Binney  
Clerk

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Winston Gamblin  
Mayor