

## **MINUTES – VILLAGE OF HARVEY**

**Regular Meeting**

**August 11, 2021**

**7:00 P.M. Village Office**

1. Call to order, adopt agenda, approval of Minutes of previous meeting held on July 15<sup>th</sup>, 2021.

In attendance Mayor Gamblin, Deputy Mayor Corey, Councillors MacMullin and Davis and Village Clerk-Katherine Henry.

The Meeting was called to order by Mayor Gamblin at 7:00 pm.

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

**Councillor Davis motioned to approve the adoption of the previous Meeting Minutes from July 15<sup>th</sup>. Seconded by Councillor MacMullin. Motion carried.**

2. Manager's Report

- a) Sewer install at Harvey Curling Club

The Clerk reported that a drawing had been located that showed the installation of a lateral pipe to the main line from the Curling Club had been installed in 1981 but the Curling Club had never connected to it. She spoke with Andrew Wood and they had noticed a piece of black pipe at the corner of the building when they were digging for something else. The Curling Club will expose this pipe and Tom will verify that it is connected to the main line. This will be done following Community Days. The Clerk will advise bidders of the reason for the delay in awarding the contract to install a new lateral.

- b) Dog Bylaw Officer

The Village Manager reported that he had not received any confirmation of interest in the job from the person he approached so the Clerk was asked to put an ad in the Lionews for a Dog Constable.

3. Business Arising from the Previous Minutes

- a) Drainage on Cherry Street Project Update

Southwest Surveys has completed a plan showing all the ditch elevations and approximate locations and elevations of the sewer laterals and home drain lines. The Clerk suggested that Dillon Consulting could be asked for a storm sewer design and a cost estimate to determine if the RFP needed to go to the NBOM website (>\$50,000).

- b) Pipeline for Fire Hydrant Update

Deputy Mayor Corey reported that the Fire Chief is happy with the new pump at the Lakeshore and that they can run hose from the lake to the Village. The Fire Hydrant option isn't a priority at the moment.

c) Donation of land from private owners

The Clerk reported a cost estimate of \$1,000 for creating the deeds and \$150 to register. Deputy Mayor Corey asked for clarification from the property owners on their definition of “natural”. The Village would plan to use this land for a walking trail which would require extensive brush clearing, gravel parking and gravel walkways or wood chip walkways and some bridging in the narrow parts over culverts. The Clerk was asked to follow up with the owners to clarify this before a final decision can be made.

d) First Nations Acknowledgment

Councillor Davis stated that he has not yet followed up with the examples from other groups and would have some samples for the next meeting. Deputy Mayor Corey also suggested a statement could be posted on the wall in the Council Chambers.

e) Dumpsite disposal

The Clerk presented the report from the Department of the Environment and Local Government. There is concern with likely contamination if the property is sold. It should never be used for residential use and there would need to be a clear buyer caveat. Deputy Mayor Corey remembered an opinion from the Village solicitor that there could be risk to the Village if the property was sold. There was discussion if it should be sold through an agent or by public tender. The Clerk was asked to follow up with the Province to see how a tender could be issued for the property.

4. New Business

a) Gas Tax Top-up – Revised Capital Investment Plan

The Mayor received a letter from Hon. Daniel Allain to advise that the Village can receive a one-time 2020 top-up allocation of \$25,007 under the Canada Community-Building Fund (formerly known as the federal Gas Tax Fund). To receive this 2020-21 top-up, we must submit a revised 2019-2023 Capital Investment Plan (CIP) which includes the top-up allocation noted above. The Clerk presented a revised (CIP) which added the proposed drainage plan for Cherry Street.

**It was moved by Deputy Mayor Corey and seconded by Councilor MacMullin “that the document entitled *Village of Harvey Five-Year Capital Investment Plan for the GTF Administrative Agreement 2019-2023* as amended August 11, 2021 be adopted”. Motion carried.**

b) Scrubber Installation at Lift Station

The Clerk reported that the contract had been signed by the Province to complete the scrubber installation at the Lift Station. Deputy Mayor Corey expressed concern that the scrubber was being installed on the side very close to a resident and could be noisy. It may not look very good there either as there as it is not covered by a structure. The Clerk was asked to contact Englobe to see if there was an option for noise mitigation and perhaps fencing toward the road and along the property line.

- c) Peddler's License  
There have been two different food trucks selling in the Village recently and the Village has no By-law or licensing for business or food trucks. Both have parked on private property. An internet search shows that cities use vendor licensing to regulate food trucks on city streets, sidewalks and parks. The Clerk can ask other NB municipalities what their policies are regarding vendor licensing and bring back to the next meeting.
  - d) Mirror at Candlelight Lane  
Councillor Davis suggested the use of a mirror at the end of Candlelight Lane to allow for visibility of traffic coming from the left on Route 3 when exiting the Lane. It is very difficult to see approaching vehicles. This was more concerning during construction at the DTI depot when large trucks were exiting at Candlelight Lane. The Clerk will find out more information on their use from DTI.
  - e) Historical Building By-law  
Councillor Davis suggested that the Village create a designation for historical buildings. He advised that the *Heritage Conservation Act*, which allows for the designation of Local Historic Places could be used as a guideline. Councillor Davis will forward the guidelines to Council members. The Clerk will check with other municipalities to see what they have for historical designation guidelines.
  - f) FASD Week Proclamation  
A request was received from the Fetal Alcohol Spectrum Disorder Newfoundland & Labrador Network to proclaim September 6 – 10, 2021, as Fetal Alcohol Spectrum Disorder (FASD) Awareness Week.  
**A motion was made by Deputy Mayor Corey, seconded by Councillor MacMullin to proclaim September 6 – 10, 2021, as Fetal Alcohol Spectrum Disorder (FASD) Awareness Week. Motion carried.**
5. Correspondence – None to report
6. Clerk's Report
- a) Bank Balance Report  
The Clerk presented the Bank Balance Report ending August 11, 2021.  
**A motion was made by Deputy Mayor Corey, seconded by Councillor Davis to approve the report as presented. Motion carried.**
  - b) Transactions By Accounts Report  
The Clerk presented the Transactions By Accounts Report. This report shows all the transactions on the general bank account for the Village from the previous meeting to today.  
**A motion was made by Councillor MacMullin, seconded by Councillor Davis to approve the report as presented. Motion carried.**

c) Payroll Summary Report

The Clerk presented the Payroll Summary Report to August 11<sup>th</sup>. This report shows the hours worked for all regular employees on a bi-weekly basis for the year to date.

**A motion was made by Councillor MacMullin, seconded by Councillor Davis to approve the reports as presented. Motion carried.**

7. Adjournment

**A motion to adjourn the meeting was made by Deputy Mayor Corey and seconded by Councillor Davis at 8:36 pm.**

Certified Correct,

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Katherine Henry  
Clerk

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Winston Gamblin  
Mayor