

## **AGENDA – VILLAGE OF HARVEY**

**Regular Meeting**

**May 13, 2020**

**7:00 P.M. Teleconference due to COVID-19**

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

Attending via Teleconference, Mayor Gamblin, Councillor MacMullin, Deputy Mayor Corey, Tom MacDonald, Village Clerk-Amber Binney

The Meeting was called to order by Mayor Gamblin at 7:02 pm.

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

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

2. Managers Report

Tom MacDonald delivered the Managers' Report for the month. In regard to the tractor, Tom informed Council that he preformed approximately half of the street sweeping required. He explained that the sweeper cannot reach the curb, but plans to have the summer student clean that portion with the paddle sweeper.

Tom described two quotes to Council regarding ditch repairs located at #25 Cherry Street. After discussion, it was agreed that the Village postpone repairs until Council can better understand the drainage issues on Cherry Mountain. Deputy Mayor Corey suggested that the Village could install pvc piping in the ditch along Cherry Street to improve water issues. The Clerk stated that ground water management on Cherry Mountain and Route 3 (Phase II) is included in the Village Capital Investment Plan for Gas Tax. Natech Environmental Services completed a Stormwater Management Plan in 2015 for Cherry Mountain that could be utilized to assist the Village in identifying areas of concern.

In regard to 2020 sewer maintenance, Tom informed Council that he plans to schedule line flushing on Rte. 3 and Rte. 636 and Cherry Mountain and perform a camera inspection at Cherry Mountain as well. He stated that he will deliver letters to residents in those areas to inform them of the planned work. Tom informed Council that the lift station requires service in 2020 and that the pumps also be examined. Council agreed that Tom schedule the necessary maintenance.

In regard to the Lakeshore, Tom stated that both washrooms have been permanently closed until the Village can develop a twice/day cleaning schedule. Deputy Mayor Corey and Tom have been discussing various options for the new washrooms and their placement at the Lakeshore. The Clerk informed Council that Gas Tax funds are available in 2020 for upgrades to the Lakeshore, and will seek clarification from DELG regarding whether mobile or permanent washrooms qualify for funding. Deputy Mayor suggested that connecting the washrooms directly to the lift station may be the best way.

### 3. Business Arising from the Previous Minutes

The Clerk informed Council the Harvey Improvement Association (HIA) was not in favour of the Village developing an alternate Lease and they have asked that the Lease developed by their Board be utilized for modifications. Deputy Mayor Corey and the Clerk agreed to modify the HIA Lease based on the Minutes from the meeting with the Board.

In regard to Unsightly Premises, Tom informed Council that the Loch Pub has been demolished and no further action by the Village is required.

In regard to the weight restriction on Poplar Lane, the Mayor tabled this item to the next meeting.

### 4. New Business

The Clerk delivered the Phase II sewer update for the month. The Clerk informed Council that the Russon Agreements and McNally Easement are ready for signing pending approval from Council. After review of the documents, **A motion was made by Councillor Howse, seconded by Councillor McMullin that the Village approve the McNally Easement and Russon Agreements as prepared by Stewart McKelvey Law Firm and further that the Mayor and Clerk be appointed to sign on behalf of the Village. Motion carried.**

The Clerk informed Council that Invoice #90811669 from Stewart McKelvey Law Firm in the amount of \$2,875.00 for Phase II legal fees has been received. **A motion by Deputy Mayor Corey, seconded by Councillor McMullin that the Village approve payment of Invoice #9081169 to Stewart McKelvey Law Firm in the amount of \$2,875.00. Motion carried.**

The Clerk delivered the COVID-19 Report for the month of May. She stated that a few municipalities have completed their Operational Plans for COVID-19 and plan to open later this month, but several employees are still working from home. The Clerk suggested that Council review the General Public Health Measures for Businesses, Education Institutions, Organizations, and Service Providers to better understand what is required to open the municipal office and other Village public areas. The Clerk informed Council that public washrooms as well as other public touch points must be sanitized a minimum of twice per day. The Clerk stated that the Village order for several items, including hand sanitizing dispensers, refills, cleaning wipes and sprays as well as a plexi-glass shield remain on back-order. Council agreed that the Clerk continue to work from home until the Operational Plan is in place and all supplies necessary are available.

The Clerk recommended to Council that the Village postpone late payment charges on utilities until October 1<sup>st</sup> due to anticipated financial pressures faced by residents. Mayor and Council agreed that late payment charges and user fees continue to be calculated on schedule, but not proceed with any disconnections until the pandemic is over. Council did agree to re-visit the recommendation should a high percentage of residents communicate their inability to pay utilities. At this time, Council feels that residents in the Village are not facing significant financial hardships due to COVID-19.

In regard to signage, the Clerk informed Council that several COVID-19 social distancing signs have been ordered for the Lakeshore, boat launch, Trail, Davis Park and Cenotaph. She and Tom will ensure they are placed at all locations in the next few days.

Council agreed to table the culvert policy discussion to the next meeting.

The Clerk delivered the Beautification Committee update for the month. The Clerk informed Council that the flower baskets have been ordered and should arrive early June and that everyone who sponsored a basket last year is planning to in 2020 as well. A watering schedule for volunteers is being prepared based on Public Health Guidelines. Cathy Ayer has been working in Davis Park and the berm at the Trail entrance. The Committee plans to continue working on an individual basis or bubble, until further notice from Public Health.

The Clerk informed Council that Harvey Community Days is tentatively planning no in-person events in August and may plan to do some things virtually or have a large event this Winter or Spring 2021. The Board plans to make an official decision on July 1.

In regard to the Village solicitor vacancy, Council agreed that the Clerk source two additional proposals to be discussed at the next Regular meeting.

The Clerk read the Southwest NB Service Commission, Regional Housing Research & Action Strategy to Mayor and Council for discussion. Mayor Gamblin suggested himself as a point of contact for information regarding this possibility in the Village.

5. Correspondence

The Clerk stated that the Village advertisement to be included in the 2020 Explore Magazine was being prepared for submission.

6. Clerks Report

The Clerk presented the Bank Balance report ending May 13<sup>h</sup>, 2020, the Transactions by Account Report and the Payroll Summary Report for review.

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

The Clerk informed Council that she is continuing to attend weekly teleconferences with the Regional EMO representative and the Regional Medical Officer for COVID-19 updates and sharing of information regarding updates from the Premier and the Chief Medical Officer of Health for NB.

The Clerk informed Council that the Village has received funding for one student under the SEED Program and is still awaiting feedback from Canada Summer Jobs.

The Clerk delivered the AMANB Report for the month. The Clerk informed Council that AMANB is continuing to work tirelessly in distributing information to municipalities during COVID-19. AMANB has recently surveyed municipalities regarding additional costs being incurred due to COVID-19 and plan to update later this month submission to DELG. Additionally, the Annual Conference has now been canceled due to the pandemic and rebooked for June 2021 in Moncton. The AGM will still take place, but virtually this September. Concerns continue regarding the lack of consistency with re-opening municipal facilities, specifically since different interpretations of guidelines could be problematic. In regard to the Clerks position of Regional Director for Region 3, she stated that she will continue on the Board until late Fall when a permanent replacement can be appointed.

In regard to DELG, the Clerk informed Council that the Department has notified municipalities that several deadlines have been extended due to the pandemic.

The Clerk informed Council that she is expecting a baby in December 2020 and plans to work until late November, or as long she can providing, she is in good health. Additionally, she plans to take an 18 month leave, commencing on the date of birth.

7. Adjournment – A motion to adjourn the teleconference was made by Deputy Mayor Corey at 8:35 pm. Motion carried.

Certified Correct,

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Amber Binney  
Clerk

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Winston Gamblin  
Mayor