

MINUTES – VILLAGE OF HARVEY

**Regular Meeting
June 8, 2022
7:00 P.M. Village Office**

1. Call to order, adopt agenda, approval of Minutes of the previous meeting held on May 11, 2022.

In attendance: Mayor Gamblin, Councillor MacMullin, Deputy Mayor Corey, and Village Clerk-Katherine Henry. Councillor Davis and Village Manager, Tom MacDonald were not in attendance

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

Mayor Gamblin asked to add item of letter from Conservative MPs under New Business.

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 previous Meeting Minutes from May 11, 2022. Seconded by Councillor MacMullin. Motion carried.

2. Manager's Report

- a) Summer Student – Two interviews were held and Sam Howse has been offered the position for eight weeks beginning June 27, 2022. He has accepted.
- b) Line Painting – The Village Manager reported that he has asked for the line painting to be done but it will be a few weeks from now. Council asked for new lines on the Cherry/Birch St circle. The Clerk was asked to confirm with DTI if Route 636 lane marking would be reimbursed this year as it might only be every second year and was done last year.

3. Business Arising from the Previous Minutes

- a) Donation of land from private owners – The Clerk reported that the Village lawyer had received confirmation from the Grieve family members that they approved of the documentation on the deed and transfer. The lawyer will prepare the documents for signing and send to their lawyer and then to the Village for signing.
- b) Local Governance Reform Update – There has not been an Advisory Committee Meeting since the last Council Meeting but there has been some discussion about having a public Open House with an opportunity for the public to ask questions about the process. Elections for the new Council will be held on Nov. 28th.
- c) Washroom Construction at the Lakeshore – The slab has been poured. We are waiting for the WAWA permit to be renewed so that our building permit can be issued. It is expected tomorrow. The concrete blocks have been delivered and the doors have been ordered.
- d) New Sewer Connections
 - Curling Club – The Clerk reported that Barrie Morecraft should be doing the connection to the sewer system either the last week of June or the first week of July to work around events being held at the Club. He said he could do the work at last year's price but there may be a fuel surcharge increase depending on how the work goes.

- Hanselacker Rd – The Clerk reported that she had spoken with George Hanselacker regarding the request. A previous request in 2018 showed a preliminary drawing of extending the existing line further up the Hanselacker Rd. A different company proposed doing a feasibility study to determine if coming up the road could be done. A second option of going across the HMCC parking lot to connect to the line down to Route 3 was also considered by Crandall. This would only allow one property to connect while going up Hanselacker Rd could potentially connect two Village residents and a third just outside the Village limits. It is not known why the line did not go to the end of the Hanselacker Road when the rest of the Village was connected but there may have been ledge that prevented it from being feasible at the time. It wasn't clear if directional drilling may be an option here. The Clerk was asked to contact Sussex Excavators to see if it could be drilled. The Clerk was asked to request pricing from MacKays Garage and Barrie Morecraft to install the pipe.
- Spruce Street – The Clerk presented a construction estimate from Crandall Engineering (now Englobe) from April 2021. The estimate at the time was \$33,687.50 excluding HST. This estimate also included \$9,500 for roadway and landscaping restoration and \$3,062.50 in contingency. The estimate likely includes jackhammering much of the ditch due to ledge as this was required during the pipe installation for the Charlie Little Road and the test hole showed ledge near the surface.

Deputy Mayor Corey made the motion to get pricing for installation from MacKays and Barrie Morecraft to install the pipe. It was seconded by Councillor MacMullin. Motion carried.

The Clerk advised that there currently is no policy to extend sewer services to areas which were not serviced at the time of the initial installation. A policy should be developed for future properties that wish to connect to the sewer where no mainline exists or the By-law should be updated to ensure consistency.

- e) Salary review – At last month's meeting, the Clerk was asked to research some pay rates for a Village Manager's salary. Peter Wood, from DTI, provided a rate of \$24.29 for a Maintenance Repair Worker W&WW Treatment which would be similar. Deputy Mayor Corey indicated a rate of \$22.00 for groundskeepers at UNB.

The motion was made by Deputy Mayor Corey to increase the hourly rate for the Village Manager to \$22.00 per hour effective July 1, 2022. Seconded by Councillor MacMullin. Motion carried.

- f) Fuel Surcharge – The Clerk presented the calculations for the garbage hauling contractor using the spreadsheet provided by the province. Using the fuel prices provided online, there would be an additional payment of \$408.29 to the end of May. Council agreed that this would be used for 2022 and included in the renewal of the 2023 contract for Riley's Lawns and Gardens.

- g) Mileage Rates – With the drastic rise in gasoline prices, there was some discussion about the current mileage rate of \$0.49/km. This has been used for many years. According to the CRA website, reasonable allowance rates for 2021 were \$0.59/km for the first 5000 kilometres and \$0.53 driven after that.

The motion was made by Deputy Mayor Corey to increase the mileage rate for trucks \$0.59/km for the first 5000 kilometres and \$0.53 driven after that effective July 1, 2022. Seconded by Councillor MacMullin. Motion carried.

- h) Connection to sewer system on Route 636 – The Clerk reported that there is still one cottage owner on Route 636 that has not hooked on to the Village sewer system and has not paid any user fees. He appears to have been sent a letter in September of 2015 granting non-connection credits until connection has been achieved. In August of 2017, the owner was sent a Connection Order and notice that there would be no non-connection credits granted after Dec. 31, 2017. Subsequent letters and bills have been sent but have been returned undelivered when sent by registered mail. The Village does not have a mailing address for this owner. The Clerk asked what steps should be taken to ensure this owner connects to the system as agreed and pays the user fees assessed to all property owners that signed on to the sewer system use. Council suggested that a Commissionaire needs to be hired to deliver a letter to the owner and, if necessary, a lien can be registered on the property. It was suggested that the Clerk should get some advice from the Village lawyer first.

4. New Business

- a) Resignation of Amber Binney – Amber Binney submitted a letter of resignation on May 18, 2022, indicating that she would not be returning to her job on June 13, 2022 after her maternity leave. She cited personal and unforeseen family reasons while on parental leave. She indicated that she had enjoyed her time working there and thanked everyone for the help and support she had received.

The motion was made by Deputy Mayor Corey to accept the resignation and send a thank you letter for her years of service and a gift card. Seconded by Councillor MacMullin. Motion carried.

- b) Rural Transit Solutions Fund RFP – An RFP has been sent to Dillon Consulting Ltd and Englobe. Both companies provided assistance in preparing the grant application. The proposal submission deadline is June 22, 2022 at 11:00am. A contract should be issued soon after with a project completion date of Feb 1, 2023. The Clerk has received correspondence from the Federal Government on finalizing the contract and is waiting for the final document for signing.
- c) Letter from Conservative MPs – Mayor Gamblin reported that he had received a letter from three federal conservative MPs with information that rural communities receive less federal funding than larger municipalities. They are asking for Council to express the three most important issues impacting our economic development as a rural community. They indicated this information would determine an agenda for their proposed townhall. After some discussion the three challenges were identified as affordable housing, transportation and policing with a fourth challenge of infrastructure.

5. Correspondence

6. Clerk's Report

a) Bank Balance Report

The Clerk presented the Bank Balance Report ending May 11, 2022. The balances are adjusted to reflect any outstanding cheques or deposits.

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.

c) Payroll Summary Report

The Clerk presented the Payroll Summary Report to May 11, 2022. This report shows the hours worked for all regular employees on a bi-weekly basis for the year to date.

d) The Clerk presented the Income Statement for the year to date with a comparison to the annual budget.

A motion was made by Deputy Mayor Corey and seconded by Councillor MacMullin to approve the reports as presented. Motion carried.

7. Adjournment

A motion to adjourn the meeting was made by Councillor MacMullin and seconded by Deputy Mayor Corey at 9:05 pm.

Certified Correct,

Katherine Henry
Clerk

Winston Gamblin
Mayor