

## **MINUTES – VILLAGE OF HARVEY**

**Regular Meeting**

**Nov. 10, 2021**

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

1. Call to order, adopt agenda, approval of Minutes of previous meeting held on Oct. 13, 2021.

In attendance Mayor Gamblin, Deputy Mayor Corey, Councillor MacMullin, Councillor Davis, Village Manager-Tom MacDonald, and Village Clerk-Katherine Henry.

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

**Councillor MacMullin motioned to approve the adoption of the agenda with the additional item of Route 636 Sidewalk in New Business. Seconded by Deputy Mayor Corey. Motion carried.**

**Deputy Mayor Corey motioned to approve the adoption of the previous Meeting Minutes from Sept. 8, 2021. Seconded by Councillor MacMullin. Motion carried.**

2. Manager's Report

- a) Culvert Repairs Completed

The Village Manager reported that the culvert repairs had been completed as well as repairs to the top of Spruce Street and ditching lower on Spruce Street. The paving cost was higher than estimated for the culvert repairs. Tom also put some crushed rock at the Church Street extension and at 45 Cherry Street. There has been a pool of water forming at the culvert at 9 Poplar Lane as the owner did not want ditching done to the lawn. Tom will investigate some options to reduce the pooling.

- b) Curling Club Sewer Connection

The Village Manager reported that he had the Infraspac hydrovac truck pump some water down the line next to the Club but it did not go very far. He also attempted to find the pipe by hydrovacating the ground across the estimated lateral location but was not able to go deep enough due to large rocks. Deputy Mayor Corey reported that he had spoken with Al Mersereau to ask if he remembered if a lateral had been installed there. Mr. Mersereau was involved in the original installation of the sewer system in the Village. It was suggested that the next step to see if there is a lateral from the Curling Club would be to have Infraspac send a camera up the main line. There is other camera work that could be done in the Village at the same time. This action was approved by Council.

- c) Snow clearing at Robison Crescent

A quote was received from Floyd Thompson for clearing the snow at the end of Robison Crescent from Route 3 to the end of the driveway at 2 Robison Crescent. Floyd has been hired by the Pre-School to clear their driveway so he can clear the road on the way in. The Clerk was instructed to issue a contract to Mr. Thompson for this winter only.

- d) Drainage on Catharine Pendrel Trail

The Village Manager reported that there are some drainage issues at the bottom of the trail. Council advised Tom to hire an excavator and do the repair.

- e) Manhole Cover on Cherry Street

The Village Manager reported that a manhole cover on Cherry Street is broken, and he does not have a spare. It will need a new collar and cover before plowing starts. He was instructed

to order the equipment and find someone to do the work.

### 3. Business Arising from the Previous Minutes

#### a) Donation of land from private owners

The Clerk reported that she has asked Southwest Surveys to do the survey and description of the properties to be donated. The current owners have hired a lawyer to investigate the road ownership as they have a deed that indicates that the road property was to revert to the farm property if it was no longer needed by the government. The road ownership can be applied for after the survey and taking ownership. Consideration will need to be given to the cottages that currently use this for access to their properties.

#### b) Washroom at Lakeshore

A revised installation plan was submitted to the Village on Nov. 2, 2021 for the slab, pump and piping but the estimate stayed the same at \$32,200+HST.

**The motion was made by Deputy Mayor Corey to accept the quote and proceed with the installation of the slab. It was seconded by Councillor Davis. Motion carried.**

#### c) Scrubber Install

The installation of the scrubber and the capping of the manholes will begin on Tuesday, Nov. 16, 2021.

#### d) Signing Authority for Harvey War Memorial GIC

The current signing authorities on the GIC are Bert Matheson, Winston Gamblin and Amber Binney.

**The motion was made by Deputy Mayor Corey to have the signing authorities changed to the current Council and Clerk with any two of five to sign. It was seconded by Councillor Davis. Motion carried.**

The signing authorities will be changed to Winston Gamblin, Richard Corey, Dave MacMullin, Adrian Davis, and Katherine Henry.

It was suggested that some of the GIC funds could be used to fix up the chain fencing that used to be around the cenotaph with something appropriate.

There was some discussion about the APC that is currently at the War Memorial. There is concern that it is dangerous as people climb on it. It is included in the Village liability insurance, but it is not on property owned by the Village. Council asked that a letter be sent to the McAdam Legion with a copy to Red Hayes advising that it needs to be removed from the Village.

### 4. New Business

#### a) 2022 Budgets Adoption

2022 Budget for General Operating Fund

**The motion was made by Councillor MacMullin that the Village adopt an operating budget for the Year 2022 for the total amount of \$431,693 of which the warrant to be raised at a rate of \$1.3083 is set at \$277,374. Seconded by Councillor Davis. Motion Carried.**

## 2022 Budget for Wastewater Disposal Operating Fund

**The motion was made by Councillor MacMullin that the Village of Harvey adopt a budget for the Sewage Utility consisting of \$103,033 in revenues and total expenditures of \$103,033 for the Year 2022 and a user rate be set at an amount of \$200 per annum in the Village and \$390 per annum on the Route 636 and Charlie Little Road lines. Seconded by Deputy Mayor Corey. Motion carried.**

### b) Asset Management Software

The Clerk presented the quote from Infrastructure Solutions which outlined the purchase cost and annual fees. This system is much easier to use than an Excel spreadsheet and provides much better reporting on assets. Our existing spreadsheets can be uploaded into this system so it will be easy to switch. The Clerk was advised to arrange for the purchase in 2022 but that we would probably only need Modules 1 and 2.

### c) Fiddle Repair

Deputy Mayor Corey reported that he had contacted Rollie MacLean about repairing the fiddle but he had not been able to look at it yet. Deputy Mayor Corey also had John Thompson take a look at the paint where it is peeling. It was Mr. Thompson's opinion that there wasn't enough clear coat applied with the previous paint job. A couple of small cracks were also identified. Mr. Thompson advised that the paint should be removed using a chemical removal process and then repainted in the spring. The sign also needs to be replaced and it was suggested that the signage at the Fiddle be consistent with the signage at other public spaces in the Village.

### d) RSC Budget

Deputy Mayor Corey advised council that he had sent an email to the Deputy Minister to express concern that Council did not have an opportunity to discuss the addition of a budget item added to the RSC budget for Health Care. This was added at the last minute so the Mayor did not have any opportunity to bring it to Council for debate. Deputy Mayor Corey suggested that the RSC doesn't have a mandate to get into health care and they are not a taxing authority. This line item is equivalent to a tax on the Village residents. The RSC needs to be better regulated with clear mandates.

### e) Fax Line Cancellation

The Clerk advised that the fax line is never used now and could be cancelled to save the \$13.99 cost per month. Council directed the Clerk to cancel, if possible, at the earliest opportunity.

### f) First Aid Course – December 6 & 7 in Harvey

The Clerk reported that she has been working with Janet Blair to support a First Aid course to be held in Harvey. She and Greg Rowan both need to take the course and Tom's course expires in April. It would be a savings on travel for Tom to take the course now. Council approved for all staff to take the Standard First Aid course in December.

### g) Veteran's Banners

A request was received from the McAdam Legion to put up banners with a picture of a veteran on the power poles used for the baskets. The banners are sponsored by families and erected by the Legion. The banners were put up in McAdam. They are 2' x 4', which is larger than the Christmas banners which are 2' x 3'. The Village would have to check with the approval for

usage of the poles and see if 4' would be too close to the ground as they would have to be installed under the basket mounting brackets that are left up year-round. Council was in favour of following up with the Legion next year.

h) New Street Sign for Robison Crescent

The Clerk presented a quote from Codiak Printing for a new sign for Robison Crescent. The price includes two signs and two mounting brackets. A sign will be needed at each end of the Crescent when the road is complete. The Village Manager will do the install of a 4x4 post to mount the sign to at Route 3. Council approved the purchase.

i) Pay Increases for 2022

The Clerk advised that the 2022 budget included the provision for pay increases of 2% beginning in January. Council approved these increases as part of the budget approval and the increase should be implemented with the first pay period.

j) Municipal Capital Borrowing Board

The Clerk reported that the Schedule of Municipal Capital Borrowing Board Hearings for 2022 has been received. She was advised by MCCB that the Village should apply for the March 14<sup>th</sup> hearing date in order to have the funds for the new lagoon loan in time for the final payout of the current loan. This means the application needs to be approved by Council at the January meeting and submitted to the MCCB by February 9, 2022.

k) Environmental Trust Fund

The Clerk reported that applications were now open for the Environmental Trust Fund. Deputy Mayor Corey suggested that updates to the trail could fall into the criteria for this fund. It could include fixing up the viewing platform to make it more accessible, provide more information signage, make the pavilion structure more weather protected and add functionality. Deputy Mayor Corey offered to complete the application. The deadline is Nov. 30, 2021.

l) Septic Tank Pumping Request

A request was received by the Village from two sewer customers on the Charlie Little Road. They have had trouble with their tanks overflowing from the solids portion to the grey water portion due to the usage of water softeners. They have re-directed the circulation water from the softener systems to ground but have been advised to have their tanks pumped out in case there are solids that may interfere with the pumping into the sewer system. The customers have asked for permission to dispose of the tank effluent into the lift station. Council agreed. They will need to contact the Village Manager to arrange the disposal.

m) Christmas Beautification Request

The Clerk presented the letter from the Christmas Beautification Committee for a budgeted spend of \$400 on new decorating items for this year. Councillor Davis requested that both Welcome signs be included in the decorating. The Clerk was advised to check with Robert Swan on a permanent lighting solution using solar power at both signs.

**The motion was made by Councillor MacMullin to approve the request from the Committee. It was seconded by Councillor Davis. Motion carried.**

n) Dump Site Property Assessment Review Request

The Clerk advised Council that a property assessment review request has been submitted for the abandoned dumpsite in Smithfield as the assessment was significantly increased last year and increased again this year. DTI advised the Clerk that the province just hangs on to these types of unsellable properties, so the request was to lower the value to \$0.

o) Cyanobacteria Education Signage

The ELG department have created an information sign for public education about cyanobacteria and have asked municipalities and groups for feedback. The draft was presented. It will be 4' by 6' and free to the Village. Council would like one or two signs for the Lakeshore. There were a couple of algae blooms this summer so it would be helpful to the public.

p) Sidewalk on Route 636

Deputy Mayor Corey would like to propose that Council investigate the costs of putting in a sidewalk from the Smith's Store to the Lakeshore, as suggested by Councillor Davis. This is a safety issue for people as there is quite a bit of foot traffic along that road to the Lake. He stated that it would have to be the side of the road with the houses as there would be too many power poles to move on the park side. A sidewalk installer should be found and pricing requested.

5. Correspondence

a) 10-digit Dialing – Starting in January of 2023, 10-digit dialing will be coming to NB

b) Family Violence Prevention Month – a post could be made to Facebook with information.

6. Clerk's Report

a) Bank Balance Report

The Clerk presented the Bank Balance Report ending November 10, 2021.

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 November 10, 2021. 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 and seconded by Councillor Davis to approve the three reports as presented. Motion carried.**

7. Adjournment

**A motion to adjourn the meeting was made by Deputy Mayor Corey and seconded by Councillor MacMullin at 9:20 pm.**

Certified Correct,

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Katherine Henry  
Clerk

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Winston Gamblin  
Mayor