

Harvey Rural Community Regular Council Meeting Minutes

Location: Harvey HMCC
Date: July 12, 2023 7:00pm

Present: Mayor Corey, Deputy Mayor McLean, Councillors Chessie, Pepin, Little and Chase.
CAO/Clerk, Katherine Henry and Assistant Clerk Morgan Kotsovos.

1. Call to Order- The meeting was called to order at 7:00 pm by Mayor Corey.
2. Adoption of the Agenda - **The MOTION was made by Councillor Chase to adopt the Agenda. Seconded by Councillor Little. MOTION carried.**
3. Approval of the Previous Meeting Minutes - Council Meeting June 14 and CIC Meeting June 28.
MOTION made by Councillor Chessie to approve the previous meeting's Minutes. Seconded by McLean Councillor. MOTION carried.
4. Public Input - None to report.
5. Disclosure of Conflict of Interest - None to report.
6. Presentations – DTI - Council welcomed the Acting District Engineer, Sebastien Roy and Maintenance Technician, Peter Wood. Sebastien presented to Council on the DTI programs, policies for road maintenance for summer and winter and addressed questions from Council. Sebastien discussed how three-year road maintenance plan are prepared for municipalities. Sebastien reminded Council and citizens that there is a provincial DTI call centre and the process of information when collected. It is important to call or email any concerns as the information is recorded in their system and the data is used to prepare the road maintenance plans. The number for the call center is 1-833-384-4111. Sebastien also noted that there is a website <https://nbdti.maps.arcgis.com/apps/webappviewer/index.html?id=d4f050aeb4a64386bbd5e1891128d40c> where you can view the three-year road construction plans for our community.
7. Proclamations – None to report
8. Correspondence – None to report
9. Mayor's Comments- Mayor Corey has had a very busy month, however a successful month. The request to ASD-W to have the land where the Cenotaph is located transferred to the community was approved, ParticipAction kept us all on the move and our community did very well. Mayor Corey shared with Council several events he has participated in June.
 - June - 15 UMN B Protective Services Committee Initial meeting & Color Run Lakeside Trail
 - June 16 Met with Ignite staff at Denny's
 - June 17 Breakfast at Tweedside hall
 - Participated in Relay around Harvey to support Harvey Help
 - June 20 Community Walk Lake George

- June 21 Met with a delegation from Tourism Fredericton at Entity 59 and attended the Opening of OG Ales
- June 22 Attended CRSC Special Board meeting to deal with Health Worker Recruitment funding.
- Attended High School Graduation
- June 23 CIC Agenda meeting
- Worked Chase the ACE
- JUNE 24 Magaguadavic Breakfast
- June 26 participated in the You Matter Walk
- June 28 Attended the launch of the CRSC Strategic plan and CIC meeting
- June 29 attended ASD-W DEC meeting
- JULY 8 Grieve Trail Opening
- July 9 Presented Certificate to Bernice Coburn Messer on her 90th Birthday

CRSC Activity

- Local Government Commission Act:
The legislation creates an independent body that will review, assess, rule, and make recommendations on matters identified in the Act affecting the administration and governance of local/regional entities including local governments, regional service commissions and rural districts.

Upcoming Community events

- July 26 - Public Meeting @ Tweedside Hall
- July 29 - Magaguadavic Breakfast

10. Comments by Members of Council

Ward 1 – Councillor Chase reports he attended a few events within the community in June: including the opening of OG Ales on June 21 and the breakfast in Magaguadavic on June 24. Councillor Chase was pleased to report that the breakfast served 100 citizens, which was their goal.

Ward 2 – Deputy Mayor McLean discussed there is a breakfast at the Tweedside Hall on Saturday July 15. All are welcome to attend. Deputy Mayor McLean explained he was on the You Matter Walk within the community and noticed that Property Guys had placed Children’s Playing sign on a citizen’s lawn which was visible for drivers. The safety to bring public awareness to children playing is crucial. Mayor Corey suggested that we could create our own Children Playing signs and place them around the community to help provide traffic calming in some areas. Councillor Chessie agreed there are more young families with children in the community and having the slow down signs would be nice and a great reminder to traffic. Deputy Mayor McLean discussed he received an email from the Area Manager for NB-EMO about a grant from Enbridge that could be used to provide training to the Fire Department about pipeline safety. Harvey was on the list of eligible communities.

Ward 3 – Councillor Pepin discussed how June was busy for ParticipACTION and thanked all participants on their commitment to the challenge. Councillor Pepin helped co-ordinate and

promoted a lot of the ParticipACTION events. Councillor Pepin prepared a video compilation for our finalist submission that had video clips and photos from many of the ParticipACTION events. Councillor Pepin states the winners will be announced July 20. Councillor Pepin attended the first Capital Region Service Commission Community Development committee meeting, which is chaired by Mayor Rogers of Fredericton, where they reviewed what the committee's role will be. Councillor Pepin will attend another meeting in July and will report back. Councillor Pepin attended the launch of the Capital Region Service Commission Strategic Plan. Councillor Pepin would like to invite everyone to participate in the upcoming events for Community Days in August.

Ward 4 – Councillor Chessie attended the first Board meeting for the Library in June. Councillor Chessie was pleased to see how well the Library Manager, Matt, is doing with the Library and how engaged he is. Councillor Chessie discussed how Matt has a good understanding of the library's clientele and is very aware of grant opportunities for funding. Matt has great ideas for the summer programs for all ages, along with a new program they are starting called Senior Stories. This is a collaboration of stories from citizens in the area on the history of Harvey Rural Community. Councillor Chessie participated in the Harvey Helps relay with his family and attended the Grieve family trail opening. Councillor Chessie encourages the community to use the trail and feels very lucky to have this trail within the Municipality. Councillor Chessie reported the fire in New Market and its loss of a building. Councillor Chessie was pleased and very thankful to Upper Kingsclear, Hanwell and Harvey Fire Departments, who were on scene.

Councillor at Large – Councillor Little attended many events in the community this month. Some of those events were the Harvey Helps Relay and the Tweedside breakfast. Councillor Little enjoyed seeing many members of the community participating in the events.

11. CAO Updates

- a) Circular Materials –The CAO discussed the Circular Materials contract proposal. All municipalities were invited to bid on the recycling collection for our community. It was not recommended as it could result in a loss due to penalties for contamination. The CAO reported that the taxpayer will no longer be responsible for the costs of recycling. These costs will be recovered from customers when they purchase products in packaging instead of through property taxes.
- b) Grieve Family Trail- The CAO discussed the Grieve family trail is now opened. There was a great amount of support from the Grieve family, Council, and the community on the opening day.
- c) Dry Hydrant Contracts- The CAO discussed the dry hydrant construction estimates. The specifications were sent to two additional companies for estimates.
- d) Recreation Co-ordinator- The CAO reported the first night off soccer was a success with 88 children who participated. The support from the parents and high school students was very appreciated. Sydney was the designer of the Grieve family trail brochure which turned out wonderful. The CAO discussed that the STU Rugby team will be doing a rugby demo at the Harvey lakeshore and the logistics of this event is currently being finalized. The CAO discussed how the Recreation Coordinator Sydney is currently working on

having a babysitting course in the community along with running a line dancing program for September.

12. Committee Reports

- a) Shop Local Campaign - Councillors Pepin and Little discussed how they would move forward with the Shop Local Campaign. Councillors Pepin and Little went through the local businesses list and who they felt would be a good match for the Shop Local Campaign. They will send out an invitation email to those businesses to participate in an Ad-hoc committee. This committee will allow businesses to suggest ideas on how to promote local businesses and what they feel a shop local campaign should look like. Councillor Pepin would like to invite Sarah Fiander to join as the Shop Local campaign was her suggestion. The CAO stated the Business Directory on the Rural Community website page needs to be updated. A Facebook post and Lionews ad will be made to ask businesses to check the information is correct on the website directory and to request being added if they are not listed.

13. Business Arising

- a) Social Media Policy – A Social Media Policy draft was presented to Council regarding how to proceed further with Social Media. The section on allowing comments on the Facebook page was changed from the previous draft however, comments will be removed if they are disrespectful or inappropriate.

MOTION to approve the Social Media policy as distributed be adopted by Councillor Chessie. Seconded by Councillor Chase. MOTION carried.

14. Staff Code of Conduct Policy Draft – The CAO presented the Code of Conduct from the draft HR Manual that was provided by an HR consultant available to Municipalities during the transition. Mayor Corey would like to see the section regarding staff code of conduct to be visible on our website and front office door. This will indicate what is expected from municipal staff and citizens of the municipality. Mayor Corey would like to see less on HR discipline and more of how staff shall conduct Municipal business. Mayor Corey would like a second draft to be presented at the next CIC meeting in August.

15. New Business

- a) Appointment of Solicitor – The CAO reported the former Village of Harvey had appointed Elliot McCrea Hill as their solicitor in 2020. The CAO recommended continuing with Elliot McCrea Hill for the remainder of 2023 for Harvey Rural Community. The CAO suggested the option to go to tender for 2024 or to continue with Elliot McCrea Hill for 2024.

MOTION to appoint Elliot McCrea Hill as the Solicitor for Harvey Rural Community for the remainder of 2023 and 2024 was made by Councillor Chessie. Seconded by Councillor Little. MOTION carried.

- b) Policy Development List Draft - The CAO presented a policy list in categories for policies that will apply to staff, Council and the public. Mayor Corey suggested in September's Council in Committee meeting to discuss the suggested policies in draft form. The CAO stated that some of the policies do have an impact on the budget and should be focused on first.
- c) Date for Special Meeting - Mayor Corey would like to have a Special Meeting to have within the next two to three weeks, however he understands the busyness of schedules.

Mayor Corey feels no more than an hour and a half would be required and preferably before August 21, which is our strategic planning meeting. The CAO will send a survey to Council to choose from possible dates and times to find something that works for all.

16. Work Plan Review – The CAO did not have the Plan updated from the previous CIC meeting and will send an updated version to Council as soon as there is an update.

17. Financial Reports

- a) Bank Balance Report - This report shows the balance in each of the bank accounts. The Phase II account for holding the deposits for the Charlie Little Road sewer extension has been closed and the funds moved to the Utility Operating account, as directed by Council.
- b) Transaction reports- This report shows the activity in our general bank account. This was primarily payroll, regular bills and street sweeping for Route 3 for this month.
- c) Income statements- The CAO presented a draft Income Statement to the end of June. This gives a comparison of revenues and expenses with the budget. There are still payroll allocations to be done into expense account categories and to the shared Utility expenses. An Income Statement will be presented at the Special Meeting and a review of the budget.

MOTION made by Councillor Chessie to accept the financial report as presented. Seconded by Councillor Pepin. MOTION Carried.

18. Upcoming Activities

- a) Tweedside Public Meeting July 26 @ 7pm
- b) Council Meeting August 16 @ 7pm HMCC

19. Motion for Adjournment - **MOVED BY Councillor Chessie to adjourn the meeting. Seconded by Councillor Chase. MOTION CARRIED.**

The meeting was adjourned at 9:10 pm.

Respectfully submitted,

Morgan Kotsovos
Assistant Clerk

Richard Corey
Mayor

Katherine Henry
CAO/Clerk