

# Harvey Rural Community Council Meeting Minutes

Location: Harvey HMCC

Date: September 13, 2023

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

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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 Chessie to adopt the Agenda. Seconded by Councillor Little. MOTION carried. Mayor Corey removed item 14 (c) + the animal By-law until October.
3. Approval of the Previous Meeting Minutes - Council Meeting August 16<sup>th</sup> and CIC Meeting August 30<sup>th</sup>. The MOTION was made by Councillor Chessie to approve the August 16<sup>th</sup> Council Meeting minutes. Seconded by Councillor Little. MOTION carried.  
The MOTION made by Councillor Chessie to approve the previous August 30<sup>th</sup> Council in Committee Meeting minutes. Seconded by Councillor Little. MOTION carried.
4. Disclosure of Conflict of Interest - None to report.
5. Public Input (15 min max) - None to report.
6. Presentation – John Waite thanked Council for recommending him to be on the Ignite Board. John presented a report on Ignite activities. John mentioned the regional key performance indicators, business growth and workforce attraction. Councillor Little discussed the importance of understanding and learning the role Ignite can assist within the Community. John stated the opportunities exist, but you must find different building blocks to create the success within the Community. Some need business help and some need help finding staff. Councillor Chessie personally has interacted with Ignite for his personal business they can assist with coaching and help identify grants that best suit your business. Councillor Chessie’s concern is how to promote Ignite within the community, so other businesses can be made aware of this opportunity. Council thanked John for his presentation and knowledge to help promote businesses in the community.
7. Proclamations – Mayor Corey read the FASD proclamation.
8. Correspondence – None to report.
9. Mayor’s Comment- This month Mayor Corey has been very active within the community.
  - Attended a number of meetings to represent the community.
  - August 17 Chaired CRSC Finance Committee
  - August 21, Planning Session with Council and Community members,
  - August 23 attended Workplace Essential Skills graduation at Lakeland Industries.
  - August 23 Met with Ignite staff and local representatives, to discuss community issues.
  - August 25 CIC agenda meeting

- August 31 met with resident regarding possible property donation
  - August 31 met with Community lawyer
  - September 2 attended block party Charlie Little Lake Road
  - September 5 attended CRSC meeting with the Honorable Kris Austin Minister of Public Safety
  - September 7 Agenda meeting regular Council meeting
  - September 7 Attended CRSC meeting
  - September 8 Met with citizen regarding dog By-Law
  - September 11 emergency closed meeting of Council to brief Council on a HR discussion.
- Speed bumps were installed, lots of positive comments
  - CRSC budget issued for review.
  - Fiddle Celebration, we have a commitment that the Fiddle can be back and installed by October 15. I believe it would be good to celebrate the reinstallation with some music and food. It would also be an appropriate time to acknowledge the service of the longtime Mayor, Winston Gamblin.
  - Weather coming our way please get prepared, remember the 72-hour rule and as always keep your neighbours in mind.

10. Comments by Members of Council

**Ward 1** – Councillor Chase reported to Council that he attended the Anglican ACW breakfast, and the next breakfast will be September 30<sup>th</sup>. Councillor Chase stated some residents are concerned with the boat landing road heading down towards Y camp. Residents were upset and disappointed in the government went down and did grading; however, they did not grade down towards the boat landing roads to smooth things down. Councillor Chase mentioned these concerns are heard and Council is aware of the issues surrounding the lakes.

**Ward 2** – Deputy Mayor McLean apologized he was unable to attend the meeting in person. Deputy Mayor McLean reported he has chaired an EMO Committee Meeting and will provide some updates later.

**Ward 3** – Councillor Pepin reported that a resident asked when Council meetings would be available for residents to have access to live streaming. Mayor Corey stated this would be on the agenda for the October Council meeting. Councillor Pepin asked the CAO if there is a location on the website for residents to view the Council recordings. The CAO stated the meetings are currently accessible on YouTube under Harvey Rual Community and a post is made on Facebook when new recordings are available on the day following the meeting. The link to the YouTube Channel will be placed on the website as well. Councillor Pepin reported that she received a request from the York West Minor Hockey Association to help subsidise the out of town user fees that hockey players need to pay to the Town of Nackawic in order to play hockey. Mayor Corey stated there is policy document on the Agenda that would address a variety of options for community grants. Councillor Pepin suggested a better process for community members to access and upload their events to the community calendar. The CAO stated it has been in the Lionews and Facebook page. Councillor Pepin also stated there is a lot of interest from the community in pursuing the role of a Recreation Coordinator

**Ward 4** – Councillor Chessie discussed with Council he has responded to a few comments on Facebook regarding booking the Community Recreation Centre. Councillor Chessie suggested that the list of facilities and halls in the community that could host birthday parties be put on the web page for citizens to easily access. Councillor Chessie reached out to the President of the local Snowmobile Club Nick Lawson regarding some concerns for the upcoming winter season and to see if there are any opportunities the community can assist with. Councillor Chessie will have a meeting with Nick Lawson within the next few weeks to discuss it. Councillor Chessie stated his concerns with the amount of theft within the community. Mayor Corey reminded citizens to keep their lights on and doors locked to help reduce any easy opportunity for theft.

**Councillor at Large** - Councillor Little discussed he has had some questions regarding a Recreation Coordinator for the community. Councillor Little attended an Oromocto Lake Association meeting in August. Councillor Little was approached by a citizen inquiring about a cross walk in the elementary school zone. Mayor Corey discussed that the Village has investigated this previously. Route 3 is a provincial road, and a crosswalk requires DTI approval. There may also be a requirement for a crossing guard if a crosswalk was installed.

11. CAO Updates

- a) Community Investment Fund Application for Tweedside Hall Community – HRC will have to apply for the application, pay all the bills, submit the receipts for proof of work and hire out the installation work. HRC would be fully refunded through the Canada Investment Fund. Mayor Corey stated there would be no cost to us to assist the Tweedside Hall with this and that we have done this for other organizations in the past.

**MOTION made by Councillor Little to move forward with the grant application for Tweedside Hall. Seconded by Councillor Pepin. MOTION carried.**

- b) PMHP Program 2025/2026 – This program is asking for projects for DTI on roads that are owned in the original village. The CAO stated previously they have asked for widening the shoulder up to the Irving on Route 3. Councillor Pepin asked if a cross walk installation and warning lights fall under this fund. The CAO stated she will find out if this can be an option.
- c) Converting Village By-Laws to HRC – The CAO presented to Council that staff will be able to convert the most urgent By-Laws from the Village to HRC By-laws.
- d) Recreation Community Coordinator – The CAO stated to Councils she has been in contact with other CAO's in the surrounding communities. The CAO recommended a Community Coordinator be considered that would assist with recreation, event management, tourism, economic development and coordinating with nonprofit and volunteer organizations within the community. Mayor Corey suggested this position could also manage our Social Media accounts. The CAO presented a job description for consideration. Councillor Chessie is concerned who would manage this person and where the time would come from. Councillor Chessie would like an updated job description that is best for Harvey Rural Community provided by the CAO. Councillor Little suggested forming a committee to assist with developing the job description which could transition to a recreation committee.

- e) Speed Bumps – The CAO reported that the speed bumps are installed on Hanselpacker Road.
- f) Dry Hydrant Contract- The CAO discussed with Council that the contract for the dry hydrants is signed with K-Line Construction. The CAO stated that the engineers and K-line have done a site visit at all three locations, highway usage permits are submitted, and the completion of the dry hydrants is still scheduled for the end of October.
- g) Fiddle Status Update – The CAO stated House of Bondo confirmed the Fiddle will return to HRC in October. Mayor Corey would like to make an event of the return.
- h) CCBF Cherry Mountain – The CAO reported that the Public Works Manager has arranged with McKay’s Garage Ltd. to remove the cross culvert, restore the road, clean out the ditches and complete the job once they are available.
- i) Work Plan - The CAO discussed with Council the updated work plan and the events that have been moving forward. Tasks assignments were identified for some of the activities. Mayor Corey has requested several tasks to be changed to the work plan and will be completed by the CAO.

12. Committee Reports

- a) Shop Local - Councillor Pepin reported no update so far. There was a meeting scheduled but it had to be rescheduled. There was a suggestion to invite John Waite from Ignite to present at a meeting in the future and Ignite staff.
- b) EMO Committee – Deputy Mayor McLean stated he had his first meeting. The draft EMO plan was presented based on the amalgamation from the previous Village and incorporated elements from St. Andrews and Hanwell.

13. Business Arising

- a) Solid Waste Collection and Disposal By-Law 2023-09 – Second Reading Garbage By-law 2023-09- Mayor Corey requested a MOTION to do a second reading by Title only.  
**MOTION made by Councillor Chessie for Mayor Corey to do the second reading of the Garbage By-law 2023-09 in full. Seconded by Councillor Pepin. MOTION carried.**  
**MOTION to accept second reading by title only with the amendments of the Garbage By-law 2023-09 by Councillor Little. Seconded by Councillor Pepin. MOTION carried.**
- b) Housing Accelerator Fund – The CAO reported that funding award announcements will not be made until December or later. Mayor Corey suggested an Ad-Hoc committee to have some ideas ready for 2024 so that we are ready to implement if we are awarded all that we requested or a portion of the request. Mayor Corey suggested that all five Councillors participate in this Ad-Hoc Committee and it would not be a formal minute taking committee. Councillor Pepin suggested inviting relevant community members to attend.  
**MOTION made by Councillor Pepin to create an Ad-Hoc committee that consists of Council members. Seconded by Councillor Chase. MOTION Carried.**
- c) Staff Code of Conduct Policy Draft – The CAO presented a Staff Code of Conduct. Council confirmed this is what they were looking for. Mayor Corey also asked for a procedure to follow if this Code is not followed by staff. The CAO also reported that a

contact form could be put on the website to help the public make complaints or suggestions.

- d) Council Report on Mission, Vision, and Values – Mayor Corey and Councillor Chase presented a Mission Statement for consideration. Councillor Pepin presented the Values Statement. The first draft of the collected statements will be ready for the October Council Meeting.
- e) Safety Magnet – The CAO presented the final Safety Magnet card with final costs of \$1,368.75. As this is a non-budgeted item for 2023, there should be an approval of Council.

**MOTION made by Councillor Little to approve the purchase and distribution of Safety Magnet for the community. Seconded by Councillor Pepin. MOTION carried.**

- f) LGR Implementation Funding – The CAO discussed with Council that some items were increased, and the application has been submitted. There is no update on the application.

#### 14. New Business

- a) Proclamations – Mayor Corey discussed with Council to consider developing a policy to avoid proclamations. Council is available to celebrate any milestones, however nonspecific days. The CAO stated that many communities do not do proclamations while others have a standing list of proclamations that they do read.

**MOTION made by Councillor Pepin to eliminate the proclamations read by the Mayor Corey. Seconded by Councillor Chessie. MOTION Carried.**

- b) Community Recognitions- The CAO presented a recommendation on community recognition of special events like birthdays. Staff were asked to provide a policy at the October Council meeting.
- c) CAO Letter to Council –Mayor Corey asked that this be discussed in October by a closed session meeting.
- d) CRSC Budget – The CAO presented with Council the summary of the CRSC budget. The current draft shows an increase of \$379,089 for the Commission. There is an increase for Harvey of \$10,547 or .0025 increase in the tax rate for the seven provincially mandated services that were introduced last year. The RSC grant for 2024 was distributed over all new services based on their percentage of the budget. There will also be an increase of \$139,840 in planning costs for the Commission resulting in an increase of \$13,163 for Harvey. We do receive revenue from building permits to help offset this cost.

The solid waste tipping fee will increase by \$2.00 a tonne to \$104/tonne. Our estimated cost increase is \$2,640 due to the tipping fee increase; however, we do not have accurate estimates of solid waste tonnage as it was not tracked for our individual communities in the past. It will be tracked in 2024 and payment will be made for actual tonnage taken to the landfill.

- e) Animal Control By-Law- The CAO asked for more time to review the draft as the current document does not address some of the issues and may need legal advice. Mayor Corey asked for the first reading to be held in October.

**MOTION made by Councillor Little to table the Animal By-Law at the October Council meeting. Seconded by Councillor Pepin. MOTION Carried.**

- f) Remuneration for Committee Members – The CAO reported that some communities pay community members a fee to attend Committee Meetings and some communities pay for mileage. The CRSC pays for both. Mayor Corey asked for a policy for mileage to be paid to Community members who attend Committee at the October Council meeting.
- g) Community Contributions and Grants – The CAO presented a draft policy and application forms for community grants. Council will review the policy for discussion at the next Council and Committee meeting. Council can email any suggestions to the CAO regarding the policy prior to the next meeting.

15. Financial Reports

- a) Bank Balance Report – The CAO presented the current bank balances in the Community accounts.
- b) Transaction reports – The CAO presented the list of transactions through our General Operating bank account.

**MOTION made by Councillor Chessie to approve the bank balance report and transaction reports. Seconded by Councillor Pepin. MOTION carried.**

16. Upcoming Activities - Public Meeting September 20, 2023 @ 7pm at Kelly Hill Farms

17. Council in Committee Meeting Monday, September 25<sup>th</sup> @ 7pm HMCC

18. **MOTION for Adjournment - MOVED BY Councillor Pepin to adjourn the meeting. Seconded by Councillor Little. MOTION CARRIED.**

The meeting was adjourned at 10:56 pm.

Respectfully submitted,

Morgan Kotsovos  
Assistant Clerk

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Richard Corey  
Mayor

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Katherine Henry  
CAO/Clerk