

Harvey Rural Community Council Meeting Minutes

Location: Harvey HMCC

Date: March 13, 2024

**Present: Mayor Corey, Deputy Mayor McLean, Councillors Pepin, Little, CAO Shawn Hawley and
Assistant Clerk Morgan Kotsovos**

Absent: Councillor Chessie

Zoom: Councillor Chase

1. Call to Order- The meeting was called to order at 7:00 pm by Mayor Corey.
2. Adoption of the Agenda – **Mayor Corey requested to move item 13 (e) Public Hearing to 13 (a) MOTION made by Councillor McLean to adopt the Agenda. Seconded by Councillor Little. MOTION carried.**
3. Approval of the Previous Meeting Minutes
 - a) **MOTION made by Councillor Pepin to approve the Council Meeting Minutes for February 14, 2024. Seconded by Councillor McLean. Motion carried.**
 - b) **MOTION made by Councillor Little to approve the March 1, 2024 Special Meeting minutes. Seconded by Councillor Pepin. MOTION carried.**
 - c) **MOTION made by Councillor Little to approve the February 25, 2024 Minutes. Seconded by Councillor Pepin. MOTION carried.**
4. Disclosure of Conflict of Interest - None to report.
5. Public Input – None to Report.
6. Presentation – No Presentation.
7. Correspondence – None to report.
8. Mayor’s Comment - Mayor Corey provided a recap of the month of February to Council and attended various events in the community.
9. Comments by Members of Council –

Ward 1 – Councillor Chase – Attended the trade show the high school as a participant, there was a fantastic turnout and to see the community supporting this event. Councillor Chase assisted residents with concerns within the community that will be addressed later.

Ward 2 – Deputy Mayor McLean – Reported to Council he attended a meeting in Brockway with Mayor Corey and the CAO. Deputy Mayor reported Cole’s Bottle Depot will be shutting down on Mondays due to lack of employees however, it will reopen to regular hours after April 1st. Deputy Mayor would like to address the importance of keeping the business in the community.

Ward 3 – Councillor Pepin – Attended the CRSC Community Committee Development meeting on February 13. The ask from Harvey Rural Community is to help promote Overcoming Poverty Together Poverty Reduction Plan. Councillor Pepin discussed the main way for residents to provide input for our community is through the online survey provided on our website.
<https://harveyruralcommunity.ca/>

Ward 4 – Councillor Chessie – Absent.

Councillor at Large – Councillor Little – Attended the workshop at the high school as a parent.
Councillor Little addressed some concerns from residents regarding the garbage contracts.

10. Fire Department Monthly report-

- a) Fire Chief Swan – Chief Swan reported to Council his report for the month of February.
- b) Public Works – Tom MacDonald reported to Council his report for the month of February.

11. CAO Report

- a) Introduction of Assistant Clerk & Assistant Clerk/Treasurer – The CAO welcomed and introduced Assistant Clerk/Treasurer Amber Poirier and Assistant Clerk Morgan Kotsovos to the Harvey Rural Community Administrative Team.
- b) EMO Committee – The CAO reported to Council that the EMO committee is interested in promoting a civic number safety and instructions for public safety has been approved by the EMO committee and uploaded to the municipal website and Facebook page. EMO committee appreciates the support and continuous advocacy from the Municipality.
- c) Draft Procurement Purchasing & Tendering Policy – The CAO reported to Council that the Draft Procurement and Purchasing & Tendering Policy was shared subsequently on the municipal website and requested any feedback in writing from residents to share with Council. This will continue to become the guideline for the Administration Team to confirm we can comply with the purchasing not just legislated by federal and provincial governments. The CAO stated where appropriate we will give local businesses a priority and make sure we're fair and equitable in the treatment. This will be rediscussed at the next Council and Committee meetings the end of February.
- d) Constructing Strategic Plan – The CAO discussed with Council there is an opportunity to have another workshop for our strategic plan for the community. This plan will be a three-to-five-year plan and to discuss our aspiration to the community. The CAO will put together an RFP draft for the next Council in Committee meeting.
- e) Recommendation for Management Workshop - The CAO recommended a brainstorming workshop for Council in lieu of the April CIC meeting. This workshop will serve as a vital platform reviewing our existing work plan, aligning in immediate priorities for the administration in the current year of 2024 and ensuring seamless coordination with our ongoing longer-term strategic initiatives.
- f) Identifying a PR Firm – The CAO would like to identify a PR Firm to help with a formal brand for Harvey Rural Community.
- g) HMCC Assessment Update – CAO reported a draft RFQ will be ready for the next CIC meeting in February.

- h) Summer Student recruitment – The CAO reported the funding for the summer position has not been received. The position has been posted for applicants to apply.
12. Committee Reports-
- a) EMO report- Deputy Mayor McLean reported to Council the EMO minutes.
MOTION to accept the EMO Committee Meeting Minutes by Councillor Little. Seconded by Councillor Pepin. MOTION carried.
13. Business Arising -
- a) Appointment of By-Law Officers, Local Government Act, Section 72 – CAO discussed with Council to accept the recommendation to appoint by name the By-Law officers to assist residents in such matters as standards of residential buildings, maintenance, unsightly premises, and other essential services that safeguard our community. **Motion read by Councillor Pepin – I move that the Council of Harvey Rural Community appoint the following employees of the Capitol Region Service Commissions as By-Law enforcement officers within the municipal boundaries of Harvey Rural Community, until such time as they are no longer employees of the Capital Region Service Commission; Keith Maderville, Jeff Long, Thomas Harding, Brian Sharpe, Lonnie Forbes, Robin Canavan, Charman Armstrong and Ashley Brown. Seconded by Deputy Mayor McLean. MOTION carried.**
- b) Communication Policy #2024-02- CAO reviewed with Council the purpose of the Communication Policy #2024-02 for Harvey Rural Community. **MOTION to move forward with the Communication Policy made by Councillor Pepin. Seconded by Deputy Mayor Mclean. MOTION carried.**
- c) EMO By-Law 2024-01 /TOR – The CAO reviewed with Council the EMO Terms of reference. **Motion to approve the TOR made by Deputy Mayor Mclean. Seconded Councillor Little. MOTION carried.**
- d) Truck Usage Policy 2024-01- The CAO reviewed with Council the truck use Policy 2024-01. **MOTION to adopt the Truck Usage Policy 2024-01 by Councillor Pepin. Seconded by Councillor Little. MOTION carried.**
- e) Public Hearing – Malinda Parks from the Capital Regent Service Commission discussed with Council the rezoning of 9 Maple Street PID 01516301 which is currently zoned as an institutional property and to be rezoned as residential property.
MOTION to move into public hearing made by Councillor McLean. Seconded by Councillor Chase. MOTION carried.
MOTION to adjourn the public hearing made by Deputy Mayor McLean. Seconded by Councillor Chase. MOTION carried.
MOTION to read By-Law 2024- 3 by title made by Deputy Mayor Mclean. Seconded by Councillor Pepin. MOTION carried.
MOTION to accept the By-law 2024-3 as read by Deputy Mayor McLean. Seconded by Councillor Little. MOTION carried.

Zone 5 -Mayor Corey asked if any Council members would be interested in becoming a member of the UNMB zone 5 board. **Motion approved to allow Mayor Corey to join the UMNZ Zone 5 board by Councillor Little. Seconded by Deputy McLean. MOTION Carried.**

14. New Business-

- a) LaCross Grant request – CAO reviewed with Council a more itemized report on the financial request. The request is for Council to approve a grant of 10 000 dollars to support the cost of obtaining the Harvey Highlanders LaCross League. **The MOTION was made by Councillor Little to donate a grant on behalf of Harvey Rural Community to Harvey Highlander LaCross League of 5000 dollars. Seconded by Councillor Pepin. MOTION Carried.**

15. Financial Reports –

- a) Bank Balance Report- The Bank Balance Report was provided. **The MOTION was made by Councillor Little to accept the bank balance reports. Seconded by Councillor Chase. MOTION carried.**

16. Upcoming Activities- None to report.

17. Date, Time and Location of Next Meeting CIC March 25th, 2024.

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

The meeting was adjourned at 8:52 pm.

Respectfully submitted,

Morgan Kotsovos
Assistant Clerk

Richard Corey
Shawn Hawley
Mayor

CAO