



VILLAGE COMMISSIONERS OF GREENWOOD

REGULAR COMMISSION MEETING
MINUTES
March 16, 2016 @ 9.00 a.m.
Village Office- 904 Central Avenue

- 1) The monthly meeting for March 16, 2016 was called to order at 9 a.m.
- 2) Present: Commissioners: Brian Banks, Chair, Heather Parker, Bob Baker, Don MacDonald, Richard Nickerson absent with notice. Staff: Marian Elsworth, Clerk-Treasurer. In the audience a reporter and a resident.
- 3) Additions to Agenda: Item 9) I. Replace flags, 9) J. Action list, 9) H. Closing the office. Commissioner Parker requested a short in camera session at the end of this meeting.
- 4) Approval of Agenda: Commissioner MacDonald **MOVED/ SECONDED** by Commissioner Parker that the agenda for the monthly meeting for March 17, 2016 be approved, with additions. **CARRIED.**
- 5) Approval of Minutes: Minutes for Monthly Meeting, January 20, 2016 and February 17, 2016 were circulated electronically. The Chair called for any errors or omissions. Hearing none the Chair declared the January 20, 2016 minutes approved as circulated.

The Chair called for any errors or omissions for the February 17, 2016 minutes. Commissioner Parker noted an error in 10) replace name of Heather Parker with "Naomi Cooper". The photo was of Brian Banks presenting a certificate of appreciation to Naomi Cooper. Commissioner Parker mentioned on the agenda, to keep # 7 as the Outstanding Item Lists. The Clerk will add on the action list to have the public works employees attend the next monthly meeting. Commissioner MacDonald **MOVED/SECONDED** by Commissioner Baker to approve the February 17, 2016 minutes, with correction. **CARRIED.**

- 6) Business arising from the Minutes:
 1. Electronic sign: Chairman Brian Banks reported he met with Pat Nixon, Chairperson, Century of Lions Committee and King Lion Richard Halplik, to provide them with the information he gathered on size and cost of electronic signs. Mr. Nixon was taking the information back to the executive for discussion at their April meeting. Commissioner MacDonald asked about the costs for the signs. Chair Banks replied the prices he received are anywhere from \$27,000 to \$40,000 depending on pixels and size. Further discussion will take place on the electronic sign over the next few months.
 2. Dog Park: Chairman Brian Banks reported attending a meeting with Warden Brothers and Colonel Thauberger on February 23, 2016 at Wing Headquarters. The topic of the proposed dog park was

discussed. The Wing Commander expressed his interest in helping, by having the Wing provide and install two types of fencing and having the survey done in-house. The dog park will be a combined Base and Village project. Naomi Cooper asked about invoicing items for the dog park, for example signage. The revenue and expenses will go through the village accounts, but Naomi Cooper can proceed with her fundraising efforts and getting her committee together.

7) Outstanding items:

- Order pins and brochures for tourist bureau. Note that the Greenwood Village Brochure needs to be redesigned
- Book Bounce Kingdom for Canada day
- Get quotes for Stair lift maintenance
- Balcony light ordered through Howie Andrews Electric
- Send invitation to Guides to attend a future monthly meeting

8) Correspondence:

- a. 2016-02-29 Letter sent to Daisy Dwyer regarding accepting KGHB sign offer Smoke Free spaces.
- b. 2016-03-04 Email sent to Karen Kluska regarding gas tax request Tremont Mountain Rd sidewalk
- c. 2016-03-07 Email sent to Brian Desloges regarding a complaint of burning on lot at Catalina Lane
- d. 2016-03-04 Email from Ross Maybee, Manager Valley Waste regarding disposal of batteries
- e. 2016-03-10 Email from Ross Maybee, follow up to battery disposal
- f. 2016-03-11 DTIR email on Traffic lights
- g. 2016-03-14 Royal Canadian Legion Campaign Veterans Book

9) New Business:

- A. Financial update: Comparative Income Statement to April 1, 2015 to March 11, 2016. **MOVED/SECONDED** by Commissioner MacDonald and Baker that the comparative income statement be accepted. **CARRIED.**
- B. Funds for water extension: Commissioner Baker **MOVED/SECONDED** by Commissioner Parker that the Clerk is authorized to transfer \$15,000.00 from the operating account to a GIC for the North Greenwood Water extension. **CARRIED.**
- C. MGA Review draft recommendations: Circulated for review and any comments from commissioners. There are no comments at this time.
- D. Batteries disposal: An email dated March 15, 2016 was received from Ross Maybee, Valley Waste manager, to inform the village commission that the operators of the Greenwood Enviro-Depot will be soon accepting batteries as soon as sufficient collection containers arrive. The Source at the Greenwood Mall will also soon be a disposal site for the collection of old batteries. The clerk will send an email to Councillor Hirtle to express appreciation for the quick resolution to this matter.

- E. CAO/CEO Forum and Symposium on Municipal Structure, April 7 & 8th Truro: Chair Brian Banks will attend both events on April 7 & 8 and Commissioner Parker will attend the Symposium on April 8th, 2016. Commissioner MacDonald **MOVED/SECONDED** by Commissioner Baker to approve sending Brian and Heather to the Forum and Symposium. **CARRIED.**
- F. Filing Cabinets: Chair Banks mentioned that the clerk will purchase a new lateral type filling locking cabinet.
- G. SharePoint on mini: Some discussion on allowing installing SharePoint on Commissioner Parker's mini iPad. It was agreed that Commissioner Parker can access SharePoint on her mini iPad and eliminate the monthly cost of an additional iPad. The clerk will contact Jeff Hanshaw in April to arrange the install.
- H. Legion Campaign: Commissioner Baker **MOVED/SECONDED** by Commissioner Parker that the village commission put a ½ page full colour ad at \$605.00 tax included in the Veteran's Service Recognition Book. **CARRIED**
- I. Flags: The clerk reported that two new flags have been purchased and the old Nova Scotia flag and Canada flag will be replaced.
- J. Action list: Commissioner Parker discussed keep the 6) Business Arising, 7) Outstanding list and have the action list on SharePoint, within two days of the meeting.
- K. In-camera: The meeting was recessed at 10:20 am and reconvened at 10:22 am.

10) COMMISSIONERS COMMENTS Round table:


Commissioner Parker thanked Commissioner Baker on getting the traffic lights fixed and thanked the clerk for arranging to have the Action Plan signs removed. Also to have the village commission consider just closing the office when the clerk is on vacation or away attending a meeting, instead of having someone come in. This is something for the commission to consider at the April meeting.

11) There being no further business Commissioner Baker moved to adjourn the meeting at 10:30 a.m.

12) The next regular monthly meeting is April 20, 2016 at 9 a.m.



Brian Banks, Chair



Marian Elsworth, Clerk-Treasurer