



VILLAGE COMMISSIONERS OF GREENWOOD

REGULAR COMMISSION MINUTES

September 18, 2019 @ 9:00
a.m. Village Office 904
Central

- 1) The meeting was called to order at 9:00 a.m.
- 2) Present: Commissioner present Brian Banks, Chair, Robert Sealby, Bob Baker, Darrell Spinney. Don MacDonald was excused. Staff Marian Elsworth, Clerk-Treasurer
- 3) Additions to Agenda: 12) EMO, 13) Ad Clerk-Treasurer
- 4) Approval of Agenda: It was MOVED/SECONDED by Commissioner Sealby and Spinney that : The Agenda for September 18, 2019 is approved with additions. **CARRIED**
- 5) Approval of Minutes: Minutes for the Monthly meeting for July 17, 2019 were circulated electronically. Noted that there was no monthly meeting in August 2019. The chair called for any errors or omissions from the July 17 Minutes. Hearing none the Minutes of July 17, 2019 are approved. **CARRIED**
- 6) Business Arising from the Minutes: A) Terms of proposed license agreement DND sidewalk Clements Park. The Clerk informed the commission of a conversation with Kim Kelsey. The clerk will contact Kim Kelsey to arrange a meeting between the commission and Major Peddle to discuss the sidewalk at Clements Park.
B) Driveway Bowlby Park lots driveway. It was decided to put in a driveway and new culvert on Mayhew Drive close to the playground lot. A breaking of soil permit applications will be sent to TIR.
- 7) Reports:
- 8) List of outstanding items:
 - Village Audit Committee policy
 - School Board sidewalk
 - DND sidewalk agreement Clement Park

NEW BUSINESS:

- 9) Financial update: The comparative income statement for period April 1 to August 31, 2019 was circulated. It was **MOVED/SECONDED** by Commissioners Sealby and Spinney to accept the income statement as circulated. **CARRIED.**
- 10) Purchase new office printer: The clerk informed the commission that despite repairs to the KYOCERA printer, nothing can be done about the quality of the colour prints. It is time to replace the printer. Two quotes were received from workplace essentials and from Computer Business Solutions. It was **MOVED/SECONDED** by Commissioners Sealby and Baker to approve purchasing the OKI DATA MC573DN printer (with 2 drawers and by-pass window for envelopes, fax option) for a cost of \$1,070.00 plus tax. Installation cost may be extra. The printer comes with a one year warrantee and no service contract. **CARRIED.**
- 11) Sidewalk extensions Greenwood WSP Canada: The clerk contacted WSP Canada to quote a design for the two sidewalks extensions from KFC and on Rocknotch Rd. Brian Banks, Matt and Jamie met with Ron Hiltz to review the locations. It was **MOVED/SECONDED** by Commissioners Baker and Sealby to accept WSP Canada's contract for the work scope for Task "A" Central Avenue—Bridge Street to Whittington Drive at a cost of \$13,560.00 plus tax and Task "B" Rocknotch Rd at a cost of \$15,810.00 plus tax. Construction review services, if required, would be \$5,000.00 plus tax per week. **CARRIED.**
- 12) Deeds for Lots 9-D and 9-E Bowlby Park: The clerk informed the commission that the sale has gone through and the deeds to the two lots have been received. The lots are now in the name of the Village of Greenwood.
- 13) Ad for Clerk-Treasurer: It will soon be time to start advertising for the new clerk-treasurer. Commissioner Sealby is reviewing the current clerk treasurer job description. Ads will be placed for resume with cover letter.
- 14) EMO: Some discussion relating to the hurricane Dorian. Comm. Sealby mentioned that there is no place in the area for a comfort centre. 14 Wing did open up to allow people without power to shower at the Fitness Centre. The Municipality of Kings set up a drop off for brush at the old treatment plant at the end of Argus Drive.
15. Correspondence:
1. 2019-07-23 Letter to Kimberley Kelsey Re Proposed lease for sidewalk
 2. 2019-08-08 Greenwood Police Report
 3. 2019-08-21 Louise Banks Fwd Soldiers Memorial Hospital new health care centre
 4. 2019-08-22 Upcoming Accessibility Workshops Kentville
 5. 2019-09-09 Accessibility Workshop Oct 4 location change
 6. 2019-08-28 Printer Quote Computer Solutions
 7. 2019-08-28 Printer Quote workplace essentials
 8. 2019-09-03 75th Anniversary of Service Fire Dept Celebration invitation
 9. 2019-09-06 TIR Mitchell Conrad Re 1140 Spinney Street inquiry paving
 10. 2019-09-12 Quote WSP Canada Re Greenwood Sidewalks RFP
- 15) Councillor comment: n/a

16) Commissioner comments: Location and date for Christmas dinner. It was decided on Wednesday December 11, 2019. The clerk will check out the Farmers Family Diner or possible Angie Resturant.

17) Next Regular Meeting October 16, 2019.

18) There being no further business the meeting Comm. Sealby MOVED to adjourn at 10:35 a.m.

Brian Banks, Chair

Marian Elsworth, Clerk-Treasurer