



## VILLAGE COMMISSIONERS OF GREENWOOD

REGULAR COMMISSION MINUTES

April 15, 2020 @ 9:00 a.m.

Meeting conducted via FaceTime

- 
- 1) Call to Order: The meeting was conducted via FaceTime and was called to order by the chairman at 9:10 a.m.
  - 2) Present: Commissioners Baker, Banks, Sealby and Spinney. Clerk-Treasurer Moar. Councilor Paul Spicer by telephone. Regrets: Commissioner Don MacDonald.
  - 3) Presentations: None
  - 4) Additions to Agenda: None
  - 5) Approval of Agenda: It was MOVED/SECONDED by Commissioners SEALBY/SPINNEY that: The Agenda for April 15<sup>th</sup>, 2020 be approved. CARRIED
  - 6) Approval of Minutes: Minutes for the monthly meeting for MARCH 18, 2020 were circulated electronically. It was MOVED/SECONDED by Commissioners SEALBY/SPINNEY that The Minutes of the regular Village of Greenwood Commission of March 18, 2020 be approved as circulated. CARRIED
  - 7) Business arising from the Minutes:
    - a MOU re Rocknotch Road: A copy of the proposed Memorandum of Understanding for the Pre-design Study of the Greenwood Sewer Extensions was circulated to the Commissioners. The Clerk is to verify Item (5) as to the description of the location of the work (Howe Avenue to the Village Boundary). The MOU will then be ready for signature.
    - b Accessibility Act Committee: The Clerk confirmed that she had been in touch with Scott Quinn of the County regarding having a representative from the Village sit on the County's Accessibility Committee.
  - 8) Reports:
    - c Police Report: The report was circulated and noted. Councilor Spicer spoke to the fact that there have been several calls in the last weeks from residents regarding a rental residence on Catalina Drive. The calls dealt with concerns regarding unsightly premises, loud parties, bonfires and other events taking place that have residents concerned. The police have attended at the residence in question several times The County Bylaw officer has been made aware of the issues and a letter will be sent to the owners of the property. Councilor Spicer said he will be

bringing the situation to the attention of the Police Advisory Board at its next meeting.

Councilor Spicer also noted that there have been two other complaints of unsightly premises in Greenwood.

d Clerk-Treasurer Report: Circulated & Attached to these minutes

9) List of outstanding items:

- e 7arts Banners: The Commission has received eleven preliminary sketches for approval. The Commissioners will meet by phone to discuss details before giving the "go ahead" to 7arts. In total 20 Banners will be produced.
- f Cost estimates New fuel tanks: The Clerk continues to investigate this item.
- g Cost estimate Removal of underground oil tank. Commissioner Baker has been in touch with 14 Wing to find out if the Engineering Corp would be in any position to aid us in removing the old tank. The Clerk continues to search for companies authorized to do this work. Perhaps Tim Bouter at the County will be able to suggest someone.

#### NEW BUSINESS:

- 10) Financial update: Then Comparative Income Statement at March 31, 2020 was circulated. It was MOVED/SECONDED by Commissioners SEALBY/BAKER to approve the comparative income statement. CARRIED
- 11) 2020-2021 Greenwood Area Rate: It was MOVED/SECONDED by Commissioners BAKER/SPINNEY that the 2020-2021 Residential Area Rate remain the same at .24 cents per hundred of assessment and that the Commercial Area Rate remain the same at .31 cents per hundred of assessment. CARRIED
- 12) 2020-2021 Operating Budget: It was MOVED/SECONDED by Commissioners BAKER/SEALBY that the 2020-2021 Operating Budget revenue and expenses of \$508,400 be APPROVED. It was noted by the Clerk-Treasurer that portions of a surplus from 2019-2020 may be allocated to capital purchases. CARRIED
- 13) 2020-2021 Capital Budget: It was MOVED/SECONDED by Commissioners SEALBY/SPINNEY that the 2020-2021 Capital Expenditure Budget be approved. CARRIED
- 14) 2020-2021 Insurance: It was MOVED/SECONDED by Commissioners BAKER/SEALBY that the Liability and E&O Insurance limits for the Village Commission be increased from \$5,000,000 to \$10,000,000 in keeping with the limits carried by most municipalities. CARRIED
- 15) 2020-2021 Environmental Insurance: It was MOVED/SECONDED by Commissioners SEALBY/SPINNEY that Environment Liability Insurance of \$1,000,000 to cover the public works diesel storage tank be added to the Municipal policy.

- 16) Arrowboard for PW Truck: A quote received from Safety First-SFC to provide an Arrowboard for the public works truck. The Clerk will investigate what, if any effect, such will have on our Insurance. It was MOVED/SECONDED by Commissioners SEALBY/ BAKER that an Arrowboard be purchased from Safety First-SFC to be installed on the Public Works Truck at a cost of \$1,984.56. CARRIED
- 17) Financial Contingency Planning: A discussion took place as to what contingencies are in place amid the COVID-19 crisis. The Clerk confirmed that the County has undertaken to access its reserves to ensure no interruption to the flow of tax funds to Villages during this time.
- 18) Annual Meeting: May 28<sup>th</sup>, 7:00 p.m. New Beginnings Center, Greenwood. A discussion took place regarding the Annual Meeting of the Village Commission. As all information available points to the Province remaining in a lock down state through the end of June, it was suggested that the meeting be postponed until after the COVID crisis. It was MOVED/SECONDED by Commissioners SEALBY/SPINNEY that the Clerk take the appropriate steps to give Public Notice that the Annual General Meeting of the Village Commission of Greenwood be postponed until the Public Health restrictions now in effect due to COVID-19 are lifted. CARRIED
- 19) Correspondence:
- Email from Sherry Spencer at MCT Insurance re: environmental insurance
  - Email from Wee Folk Centre re Rent Deferral Program
- 20) Councilor's Comments: Councilor Spicer reported that he has been keeping busy with calls from residents since the beginning of the COVID-19 crisis. He noted that domestic violence seems to be on the rise in these trying times.  
The County passed its' budget last Thursday and tax rates remain the same. The County has added a budget line entitled "COVID-19 Relief Fund." He said it was felt that the County will have monies to funnel into that account to support residents of the County. While there are no ideas yet as to what these funds may be used for, County Staff will be looking at ideas over the next couple of months. All are encouraged to email Councilor Spicer with any ideas.
- 21) Commissioners' Comments: Commissioner Baker asked if we are ready to go ahead with the new roof for the Civic building. The Clerk will arrange for new quotes with a view to getting the work done this summer. Commissioner Spinney will approach Marty Ross (KBS Construction) to quote on the job.
- 22) Next Regular Meeting: May 20, 2020 at 9 a.m.

---

Brian Banks, Chair

---

Lynn V. Moar, Clerk-Treasurer