



## VILLAGE COMMISSIONERS OF GREENWOOD

### REGULAR COMMISSION AGENDA

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

Conducted via FaceTime

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- 1) The meeting was called to order by Chair Brian Banks at 9:00 a.m.
  - 2) Present: Commissioners Banks (Chair); Sealby (Vice-Chair); Baker, Spinney and MacDonald. Clerk-Treasurer Moar
  - 3) There were no presentations
  - 4) Additions to Agenda: Add Food truck complaints as #13 under new business
  - 5) Approval of Agenda: It was MOVED/SECONDED by Commissioners SEALBY/SPINNEY that the Agenda for June 17, 2020 be approved with additions. CARRIED
  - 6) Approval of Minutes: Minutes for the monthly meeting for June 17, 2020 were circulated electronically. There being no errors or omissions, Chair Banks declared the minutes of the regular commission meeting of June 17, 2020 be approved as submitted.
  - 7) Business arising from the Minutes
    - a Employee Guide Draft Review – Tabled until next meeting
    - b Employee Performance Review Draft review – Tabled until next meeting
    - c 7 Arts Banner Update: 7Arts has completed its on-line competition to choose artwork to be used in new light pole banners in the Village. The following top five choices will be used in the new banners: 51.6% of votes went to Sunset Silhouettes, a mixed medium collage by Allison Meisner; 39.8% to Crystal | Falls, a water colour and pen work by Jennifer Bass; 28.1% to “Digital Two” by Vanessa Raven-Vipond; 27.3% chose The Aircraft Park, water colour and pen, by Jennifer Bass and 20.3% chose Birds of a Feather, an acrylic painting on board, by Allison Meisner.
- At 9:15 Commissioner MacDonald excused himself to attend to another matter.
- 8) Reports:
    - a Police Report: June saw 62 occurrences reported in the Village. These includes 4 incidents of Crimes against Persons; 9 occurrences of Property Crime; 1 incident of Drug Enforcement and 15 occurrences of traffic related calls.
    - b Clerk’s Report: The Clerk reported that the Canada Day Mask Give-Away was well received in the community and residents are still coming by the office to get

masks. The Village social media presence continues to expand. From June 10<sup>th</sup> to July 7<sup>th</sup> posts reached an audience of 4,487 and there were 1,345 engagements. The Village FB page now has 320 followers. Hand sanitizer stations have been installed in the Village office, the building foyer and the Public Works shop. An application has been made through a federal grant program to fund accessibility upgrades to the civic building. The congratulatory ad to the graduating class of 2020 was published in the Aurora on July 13<sup>th</sup>.

c Commissioner's Task List: the task list was circulated.

9) List of outstanding items:

- a PCAP Application Status: Awaiting approval
- b EAF Grant Application Status: Submitted grant application for \$100,000 to revamp the Civic Building to be totally accessible. Awaiting approval.
- c Whittington Crosswalk Painting: DTIR notified they missed painting this crosswalk and they have noted that.

NEW BUSINESS:

- 10) Financial update: Comparative Income Statement as at July 8, 2020 was circulated. It was MOVED/SECONDED by SEALBY/BAKER to approve the comparative income statement as submitted. CARRIED
- 11) GICs: GIC 01236 (\$4,400) and 01244 (\$1,650.18) mature on July 24, 2020. These funds would be added to operating revenue upon maturity. As both had been earmarked for equipment, the funds will offset the cost of the box blade for the tractor and the Arrowboard for the truck.
- 12) Commissioner Sealby: Wee Folk Center Security Concerns. On Friday, July 3<sup>rd</sup> at 9:31 p.m. Commissioner Sealby reported that a window in the kitchen of the Wee Folk daycare had been left open. The owner was contacted by Public Works and replied by text that she would close it the next day. As this was not ideal, employee Morse went to the building and closed the window. The Commissioners were concerned about the lack of response by the tenant in a situation that could result in vandalism or a break in. A letter will be drafted for signature by the Chair reiterating the Village stance regarding security.
- 13) Commercial Complaint: Re Food Trucks in Greenwood. A complaint was received from the owner of a restaurant in the Village regarding a food truck that has been set up for the summer. The lot in question is rented to the food truck operator, who appears to have the appropriate fire and food safety permits. As food trucks fall under the jurisdiction of Kings County, Commissioner Banks will speak with the appropriate County councilor or staffer to discuss the permitting procedure and policing of such enterprises before responding to the complainant.

14) Correspondence:

- a County of Kings: Building & Development Statistics June 2020. There were 17 building permits issued in District 5 which includes the Village in June. These included permits for one two unit dwelling and four single unit dwellings. While the number of permits issued in June 2020 in Kings County is lower than June of 2019, both the building value and the number of residential units is up slightly over the same period last year.
- b Depart with Dignity: In the last month three congratulatory letters were sent to retiring Armed Forces personnel.

15) Councilors Comments: None

16) Commissioners Comments: Commissioner Sealby spoke in his capacity as a resident of the Village to thank staff and fellow councilors for their help in determining who to contact regarding a sewer problems. He said he was directed to the appropriate person quickly. Several Commissioners noted that on July 1<sup>st</sup> there were a lot of private fireworks going off around the village and that the show was excellent, albeit loud.

17) Next Regular Meeting August 19, 2020 at 9 a.m.

Commissioner Sealby moved to adjourn the meeting at 10:00 a.m.

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Brian Banks, Chair

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Lynn V. Moar, Clerk-Treasurer