



## VILLAGE COMMISSIONERS OF GREENWOOD

### REGULAR COMMISSION MINUTES

October 21, 2020 @ 9:00 a.m.

RCAFA Facility, 904 Central Avenue

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- 1) Swearing in of New Commissioners: Commissioners Baker and Harty were sworn in by the Clerk Treasurer
  - 2) Election of Chair and Vice-Chair: Brian Banks was nominated as Chair by Robert Sealby. Nomination seconded by Bob Baker. Nomination carried.  
Robert Sealby was nominated as Vice-Chair by Bob Baker. Seconded by Dale Harty. Nomination carried.
  - 3) Call to Order: Chair Brian Banks called the meeting to order at 9:00 am
  - 4) Present: Brian Banks, Chair, Robert Sealby, Vice Chair, Commissioners Bob Baker, Dale Harty, Darryl Spinney, Clerk-Treasurer Lynn Moar; Public Works Employee Jamie Ogilvie
  - 5) Additions to Agenda: Under new business:  
Request from Rude Awakening Tour  
Commissioner Baker: cross walk signs on Bridge Street
  - 6) Public Works Report: Jamie Ogilvie spoke to the Commissioners as to the running of the public works department during the absence of Matt Morse on sick leave. Jamie Ogilvie advised that it has been busy with only one staff member, but that as it is between seasons, he is managing by prioritizing the work on a daily basis. It is hoped that Matt will return to work by mid-November. Chair Banks expressed the gratitude of the entire Commission and residents of the Village for the work being done. He noted that we often get positive feedback from residents regarding the state of the Village. Vice Chair Sealby noted that should the work become too much for one person we will get someone in to help part time.
  - 7) Approval of Agenda: It was MOVED/SECONDED by Commissioner Sealby/Spinney that the Agenda for October 21, 2020 is approved as amended.
  - 8) Approval of Minutes: Minutes for the monthly meeting for September 16, 2020 were circulated electronically. As there were no changes to the minutes, Commissioner declared the Minutes of the September 16, 2020 be approved as circulated.

- 9) Business arising from the Minutes: None
- 10) Reports:
- a Police Report: Circulated
  - b Clerk's Report: Circulated
  - c Commissioner's Task List: Circulated
- 11) List of outstanding items:
- a Rocknotch Road Sanitary Sewer: Predesign project about 13% completed  
Commissioner Harty expressed his hesitation at going ahead with a sidewalk project when his own subdivision is still waiting to be hooked into the water utility. After some discussion it was decided that the Commission continue turn its attention to this matter after the Rocknotch Road project is completed.
  - b J-Class Road Project 2020: Pickering Lane has been paved; Awaiting paperwork from County.
  - c EAF Grant Application Status: The Clerk reported that the grant application to retrofit the Civic building to be totally accessible is still under consideration.
  - d 7 Arts Banner Update: Poles have been identified. Clerk will approach Nova Scotia Power for permission to mount the banners on specific poles.
  - e Remediation of Oil Tank: One set of quotes to replace the underground oil tank has been received. In light of the pricing (\$40,000 to \$60,000 plus removal and remediation of the old tank), the Clerk was directed by the Commission to look into the feasibility of installing a geothermal system, a solar system, heat pumps, or a combination of these measures.
  - f Policies & Procedures Update: Commissioner Sealby has completed his review of Sections 1 and 2 of the Manual and has forwarded it to the Clerk for editing. Other parts of the manual are being worked on.

**NEW BUSINESS:**

- 12) Rude Awakening Tour: A request was made for a member of the Commission to appear at a wreath laying ceremony in November for this fundraiser. It was decided that this falls outside of the scope of the Commission.
- 13) Cross walk Signs on Bridge Street: Commissioner Baker advised that crosswalk signage like that recently put in place in Kingston at the Tim Hortons, is available from DTIR at a cost of approximately \$18k. This is needed at the crosswalk at Bridge Street and Bowlby Park Road. It was decided that this item will be incorporated into the 2021-22 budget.
- 14) Financial update: Comparative Income Statement as at October 15, 2020 was circulated. It was MOVED/SECONDED by Commissioners Sealby/Spinney to approve the comparative income statement as submitted. MOTION CARRIED
- 15) Financial Management for Elected Officials Virtual Training. IT WAS MOVED/SECONDED by Commissioners Harty/Spinney that Commissioner Sealby sign up for this training, the cost of \$300 to be paid by the Village. MOTION CARRIED

- 16) Accessibility Directorate: A meeting will be held at the County of Kings to establish a joint committee to handle an accessibility plan for the County and its Villages. The Chair, the Vice Chair and the Clerk will attend.
- 17) Grant Match: The Clerk-Treasurer brought the commission up to speed on her initial discussions with a company called GrantMatch. This company sources grant funding for small municipalities on a contingency basis. This could lead to the Village being made aware and applying for grants which they might not otherwise have knowledge of with the cost of the service paid as a percentage of the money awarded. After some discussion it was decided that the Clerk will get the opinion of the County solicitor and check references of the company and report back to the Commission.
- 18) Annual Meeting: The Commission went over the final arrangements for the AGM which is to be held as a Drive-In meeting on Saturday, October 24<sup>th</sup> at 2:00 pm.
- 19) Correspondence:
- a County of Kings: Building & Development Statistics August 2020
  - b County of Kings: Building & Development Statistics September 2020
- 20) Councilors Comments: None present
- 21) Commissioners Comments: Commissioner Banks, who also serves as President of the Association of Nova Scotia Villages, discussed the upcoming AGM of that organization and the need for more village representatives to take active roles in the organization.
- 22) Next Regular Meeting November 18th, 2020 at 9 a.m.

Move to ADJOURN by Commissioner Sealby at 10:49 am

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Brian Banks, Chair

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Lynn V. Moar, Clerk-Treasurer