



## VILLAGE COMMISSIONERS OF GREENWOOD

REGULAR COMMISSION MINUTES

December 16, 2020 @ 9:00 a.m.

Via Face Time

1. Call to Order: The meeting was called to order at 8:20 a.m. after some technical difficulties with Face Time. Commissioner Baker and Councillor Harding joined the meeting from the Village office while social distancing; Commissioner Harty joined the meeting by phone.
2. Introduction of Tim Harding, Councillor for District 5. Councillor Harding was welcomed by all and introductions were made all around.
3. Present: Commissioner Brian Banks (Chair); Commissioner Robert Sealby (Vice-Chair); Commissioner Bob Baker; Commissioner Darryl Spinney; Commissioner Dale Harty; Clerk-Treasurer Lynn Moar; County of Kings Councillor Tim Harding.
4. Presentations: none
5. Additions to Agenda: none
6. Approval of Agenda: It was MOVED/SECONDED by Commissioners SEALBY/SPINNEY that the Agenda for December 16, 2020 be approved. Carried
7. Approval of Minutes: Minutes for the monthly meeting of November 18, 2020 were circulated electronically. There being no errors or omissions noted, the Minutes of the November 18<sup>th</sup>, 2020 meeting of the Commission of the Village of Greenwood were declared approved as circulated.
8. Business arising from the Minutes
  - a Joint Accessibility Advisory Committee: It was recommendation by Commissioners Banks and Sealby to have the Village of Greenwood join in a Joint Accessibility Advisory Committee (JAAC) with the County of Kings and other Villages situated within the County. Both Commissioners and the Clerk-Treasurer had attended an information meeting regarding the JAAC in November.

MOVED/SECONDED by Commissioners HARTY/SEALBY that the Commission of the Village of Greenwood agree to accept the invitation from the Municipality of the County of Kings to join the Joint Accessibility Advisory Committee, which includes the Municipality and other Villages in Kings County. CARRIED

MOVED/SECONDED by Commissioners BAKER/SPINNEY that the Village of Greenwood agree to share the costs of operating the Joint Accessibility Advisory Committee, as outlined in the Municipality's October 6, 2020 Request for Decision

report titled Options for Accessibility Advisory Committee. CARRIED

- b The Commission was provided with quotes from two sources to replace the wooden doors at the WeeFolk Center with glass doors like the ones on the west end of the building.

It was MOVED/SECONDED by Commissioners SEALBY/SPINNEY that the quote from Mid Valley Construction (1997) Limited in the amount of \$12,485.00 plus HST to replace the wooden doors on the east end of the Civic Building with glass doors complete with automatic opening mechanism, be accepted. CARRIED

9. Reports:

- a Police Report
- b County of Kings: Building & Development Statistics November 2020
- c Clerk's Report: The Clerk was directed to proceed with costing out of the revamping the Planesview playground with a goal of applying for a grant to cover 1/3 of the cost of the project. The project will include all new equipment with a sensory area and a fitness type area.  
The Commissioners also wished to congratulate the Clerk-Treasurer on her completion of the first course in her Certificate in Local Government program at Dalhousie.
- d Commissioner's Task List. Commissioner Sealby asked that the Audit Committee be added back into the "in progress" category on the list as the Commission awaits direction from Municipal Affairs regarding the matter.

10. List of outstanding items:

- a. Rocknotch Road Project:
  - i Request for Approval of Design RFD-2020-12-16-002: The package of options will be sent to Commissioner Harty as he seems to be missing it. The Options will be discussed and agreed upon in January.
  - ii. Request from COK to delay project start to 01/01/2022. Discussion ensued and the Commissioners agreed that the sidewalk should be built when the County has had a chance to finish the Lift Station and sewer work on Rocknotch. Commissioner asked that the Clerk-Treasurer post a notice on social media and the Village website that the sidewalk project will be delayed and the reasons. Councillor Harding noted that he has been asked many times about a sidewalk on Rocknotch and he will relay this information when asked.
- b. 7 Arts Banner Update: NSP Engineer has been furnished with the information needed to approve new banners being installed on light poles. Digitization of the artwork has been completed and banners are now being printed.
- c. Remediation of Oil Tank: No update
- d. Policies & Procedures: Commissioner Sealby and the Clerk-Treasurer will meet in January to compile more sections of the manual.

- e. Subdivision Signage: Replacement posts for the Planesview Subdivision sign have been ordered.
- f. Recreation Facility Development Grant: See Report of the Clerk

NEW BUSINESS:

- 11. Financial update: Comparative Income Statement as at December 2020 was circulated. It was MOVED/SECONDED by Commissioners SEALBY/SPINNEY that the comparative income statement be approved. CARRIED
  
- 12. Commission Appointment to Greenwood Water Utility:  
  
MOVED/SECONDED by Commissioners SEALBY/HARTY that Commissioner Robert Baker's name be submitted to the Council of the County of Kings as the Village representative on the Greenwood Water Utility Source Water Protection Committee for a period of two years. CARRIED
  
- 13. Village of Kingston New Years' Eve Fireworks: It was noted that this event has been cancelled due to COVID-19.
  
- 14. Public Works: Request for Sports Field Lining Equipment RFD-2020-12-16 This request has been deferred to the budget process
  
- 15. Budget 2021-2022: The first meeting of the Budget Committee for the 2021-2022 year will be held virtually on January 12, 2021 at 9:00 am
  
- 16. Education Request: Clerk-Treasurer has requested permission to enroll in the second course in her Local Government Certificate program in January. Commissioner Sealby noted the need for continuing education for staff and suggested that the funds be made available for the Clerk-Treasurer.  
  
MOVED/SECONDED by Commissioners BAKER/SEALBY that the amount of \$5,000 budgeted but not used for tourism in 2020 be reallocated to the Education/Training account. CARRIED
  
- 17. Audit Committee: Commissioner Sealby has been in touch with the Village Municipal Advisor asking for direction. He is hoping to have some information by weeks' end. The Village had twice submitted its plan for the Audit Committee to Municipal Affairs but it had not been approved. Further discussion was deferred until Commissioner Sealby receives information from Municipal Advisor. The Chair noted that Community member Debbie Springer is still prepared to sit on the committee. The other Community member previously considered will be asked if he wishes to continue.

18. Correspondence:

a Community Alcohol Partnership (CAP) sent in information about its purpose and structure for the information of the Commission. Chair disclosed that he sits on that committee. Commissioner Harty said he had been approached by Daisy Dwyer to sit on the Committee, but as the Chair is already a member he will defer.

19. Councillors Comments: Councillor Harding noted that he is just learning the ropes and so is asking a lot of questions. He noted he will be pleased to help in any way he can to bring forward Village concerns to the County level.

20. Commissioners Comments: Commissioner Sealby noted that he completed the finance course through AMANS and found it extremely interesting. As a result, he has been asking for additional info from Clerk-Treasurer.

Commissioner Baker wanted to congratulate public works on the great job they have done this year in decorating for Christmas. Its different and looks good he said.

Commissioner Banks noted that Deputy Mayor Emily Lutz has been elected as President of the Nova Scotia Federation of Municipalities. He asked that a congratulatory letter be sent to Ms. Lutz.

21. Next Regular Meeting January 20, 2021 at 9 a.m.

Move to ADJOURN by Commissioner Sealby at 10:20 a.m.

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Brian Banks, Chair

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Lynn V. Moar, Clerk-Treasurer