



## VILLAGE COMMISSIONERS OF GREENWOOD

### REGULAR COMMISSION MEETING

Held at 904 Central Avenue

April 21, 2021 @ 9:00 a.m.

- 1) Call to Order Chair Brian Banks called the meeting to order at 9:00 am
- 2) Present: Commissioners Banks, Baker, Harty, Sealby and Spinney. Clerk-Treasurer Moar  
Regrets: Councillor Harding
- 3) Presentations: None
- 4) Additions to Agenda: There were no additions to the Agenda
- 5) Approval of Agenda: It was **MOVED/SECONDED** by Commissioners SEALBY/SPINNEY that the Agenda for April 21, 2021 be approved as presented. CARRIED
- 6) Approval of Minutes: Minutes for the monthly meeting of March 17, 2021 were circulated electronically. There being no errors or omissions noted, Chair Banks declared that the Minutes of the Regular Commission Meeting held on March 17, 2021 be approved as circulated.
- 7) Business arising from the Minutes
  - a Update on Village Trail issues: The Clerk reported that signage has been ordered for the Fales River walking trail to prohibit motorized traffic and to set out rules of usage. The signs will be erected by Public Works staff before the end of April. Further steps to address resident concerns are underway and the Village is awaiting word from the County of Kings regarding an application for a trail maintenance grant to help with the expense.
- 8) Reports:
  - a Police Report: Received and Circulated
  - b Clerk's Report: Received and Circulated
  - c COK Building & Development Statistics March 2021: Received and circulated
  - d JAAC Committee: Commissioner Sealby
    - i Commissioner Sealby reported that the JAAC Committee is in the process of recruiting members of the public from all areas of the County.
    - ii Commissioner Sealby attended a video conference hosted by Provincial authorities reviewing changes to be required to the built environment.

It was noted that a motion must be made to officially name Commissioner Sealby as the designate from the Village to the JAAC Committee.

It was **MOVED/SECONDED** by Commissioners Spinney/Baker that Commissioner Robert Sealby be the designate from the Village of Greenwood to sit on the Joint Accessibility Action Committee. CARRIED

- e Greenwood Water Source Committee: Commissioner Baker
  - i Diagrams of the proposed wells in the Village area have been received and viewed by the Committee.
- f ANSV Report: Commissioner Banks
  - i Commissioner Banks reported that a quarterly meeting of the ANSV will be held on April 23<sup>rd</sup> at 3:30 by video conferencing and all Commissioners are invited to sit in. It was noted that ANSV has a designated spot on the Accessibility Directorate's committees and will look to having more input in the future.
- g 14 Wing Community Luncheon Report: Commissioner Harty reported on the Community Luncheon held by the Commander of 14 Wing and various village organizations and businesses. Commissioner Harty, Commissioner Banks and Clerk-Treasurer Moar attended. Attendees were updated on COVID procedures and projects undertaken by the Wing. Emphasize of the luncheon was cooperation between the Wing and the Village and the encompassing procedures in place to keep the area free of COVID even as military personnel continue to do their jobs.

OUTSTANDING ITEMS:

- a Soccer Field 2021: Kingston-Greenwood Soccer Association will be renting the field for practices and games this summer. Details are being worked out.
- b Civic Building Underground Oil Tank: A plan to have the old oil tank removed and a new tank put in above ground has been put in place. The work is anticipated to take place in July of this year.

**MOVED/SECONDED** by Commissioners HARTY/SEALBY that the underground storage tank at the civic center be removed and a new above ground tank installed at an estimated cost of \$65,079.00. CARRIED

**MOVED/SECONDED** by Commissioners SEALBY/SPINNEY that due to the special circumstances surrounding the removal/remediation of the old oil storage tank at the Civic Center, EFI Global of Dartmouth, Nova Scotia, be hired to manage the project and to facilitate all necessary testing and remediation at a fee of 10% of project cost at an estimated \$6,600.00 CARRIED

NEW BUSINESS:

- 9) Financial update: Comparative Income Statement as at April 16, 2021 was circulated. **MOVED/SECONDED** by Commissioners BAKER/SEALBY that the comparative income statement dated March 31, 2021 be approved. CARRIED
- 10) Audit Committee Policy: Commissioner Sealby presented the Audit Committee Policy for the Village of Greenwood for adoption. He noted that now that this is in place, the Audit Committee can move forward with its work for the Village. **MOVED/SECONDED** by Commissioners SEALBY/SPINNEY that the Audit Committee Policy be adopted as presented. CARRIED
- 11) Wee Folk Center: Wee Folk ownership has requested permission to split their classroom doors in two, allowing for better air flow. Permission has been received by them from the Fire Marshall's office. A memo agreeing to replace the doors at the end of tenancy at their expense, has been signed by the owner of the Center and added to the official lease file held by the Village. Under these circumstances, the Commissioners have no objection to Wee Folk going ahead with this improvement to their space.

**BUDGET 2021-2022**

The proposed budgets for 2021-22 were presented by the Budget Committee. It is recommended that the residential rate be changed from .24 per hundred of assessment, to .25 per hundred of assessment for the 2021-22 fiscal year. The budget will be presented to Village ratepayers for approval at the Annual General Meeting this summer.

- 12) 2021-2022 Greenwood Area Rate: **MOVED/SECONDED** by Commissioners SEALBY/HARTY that the Residential Area Rate for 2021-2022 be set at .25 cents per hundred of assessment and that the Commercial Area Rate remain at .31 cents per hundred of assessment. CARRIED
- 13) 2021-22 Operating Budget: **MOVED/SECONDED** by Commissioners SEALBY/SPINNEY that the Operational Budget for 2021-22 with revenue and expenses of \$550,257 be APPROVED as submitted.
- 14) 2021-2022 Capital Budget: **MOVED/SECONDED** by Commissioners SEALBY/BAKER that the 2021-2022 Capital Expenditure Budget be APPROVED as submitted.

15) Cost of Living Increase: The Commission considered information from the office of the Public Service Commissioner and made the following resolution:

**MOVED/SECONDED** by Commissioners SEALBY/HARTY that a cost of living increase of 1.5% be adopted for staff and Commissioners of the Village of Greenwood, retroactive to April 1, 2021.

16) Appointment of Auditor:

**MOVED/SECONDED** by Commissioners SEALBY/HARTY THAT THE FIRM OF Morse Brewster Lake be appointed as the auditor for Village for the fiscal year April 1, 2020 to March 31, 2021.

Correspondence:

- a Middleton, Kingston, Greenwood Physician Recruitment & Retention
- b Letter from Brendan Maguire, Minister Municipal Affairs
- c Depart with Dignity: two letters were issued this month.
- d Kilometrage and Transportation Allowance Rate Change: April 1, 2021

17) Next Regular Meeting May 19th, 2021 at 9 a.m.

Move to **ADJOURN** by Commissioner Baker at 10:10 am

  
Brian Banks, Chair

  
Lynn V. Moar, Clerk-Treasurer