



## VILLAGE COMMISSIONERS OF GREENWOOD

REGULAR COMMISSION MEETING: MINUTES

April 20, 2022 @ 9:00 a.m.

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- 1) The meeting was called to order at 9:00 am by Chair Brian Banks.
- 2) Present: Vice Chair Robert Sealby; Commissioners Baker, Harty, Spinney; COK District 5 Councillor Tim Harding; Clerk-Treasurer Lynn Moar
- 3) Based on the Agenda, there were no conflicts of interest to disclose
- 4) Additions to Agenda: Under Commissioners Comments add Discussion of sign erected in front of Civic Center: Commissioner Harty  
Councillor's Comments: move to Item #6 as Councillor Harding must leave early.
- 5) Approval of Agenda:  
  
MOVED/SECONDED by Commissioners SEALBY/BAKER that the Agenda be approved as amended. CARRIED
- 6) Councillor's Comments: Councillor Harding brought greetings from the County of Kings and congratulations to Commissioner Baker and his wife following the celebration of their 62<sup>nd</sup> wedding anniversary.

Councillor Harding has had discussions with Scott Quinn of the County of Kings and Chris Palmer, MLA for this area, regarding the need for changes to all three bridges in the Village. All are in bad repair and need to be replaced to accommodate accessibility requirements. He asked that the Commission if a letter could be prepared to Scott Quinn outlining the needs for the bridges which he will bring to County Council. The County will then bring it forward to the Province as bridges fall under its jurisdiction, as a solution must be forthcoming. He noted that it as this is provincial jurisdiction, they will be expected to pay for the changes.

The County of Kings has completed its budget deliberations. Councillor Harding noted that the tax rate will not change. The provincial assessments have gone up this year which will mean more income for the County.

Councillor Harding noted that no projects that had been in the planning for 2022-23 have been cut. Chair Banks then asked the Clerk to explain what she had been told with respect to the Rocknotch sidewalk project.

After discussions with the head engineer of the COK, this project will most likely be delayed until 2023. The County has applied for an infrastructure grant for the sanitary sewer part of the project, and a decision on funding is expected in 4-6 months. With this

time frame, approval being by September, it is unlikely the sanitary sewer project could begin before winter, meaning the sidewalk project would begin in spring 2023.

It was noted that the County has agreed to include the sidewalk in its tendering package so that all work will be completed as one project and overseen by the County engineering department.

Councilor Harding excused himself from the meeting at 9:12 am

- 7) Approval of Minutes: The Minutes of the Village of Greenwood Commission meeting held March 16, 2022 were circulated electronically. There being no errors or omissions noted, Chair Banks declared the Minutes approved as circulated.
- 8) Business arising from the Minutes :
  - a Tenancy Leases: The Leases have been completed and signed
  - b Grant Application: An application for funding from the COK Parks, Playground and Trail Grant has been completed and submitted for consideration by the County.
- 9) Reports:
  - a ANSV: Commissioner Banks reported that the Quarterly meeting of the ANSV will take place on April 22<sup>nd</sup> at 3:30 pm. All are invited to attend.
  - b Audit Committee: The Audit Committee will meet with the auditor on May 31<sup>st</sup> at 9:00 am after which they will present the financials to the Commission.
  - c Commissioner's Task List: no change
  - d Clerk-Treasurer Task List: Noted
  - e County of Kings: Building & Development Statistics March 2021- not received
  - f Greenwood Water Source Committee: no report
  - g JAAC: Commissioner Sealby reported that all parties have signed off on the accessibility plan and are proceeding with the hiring of a coordinator.
  - h Physicians Recruitment & Retention Committee: Commissioner Harty reported that this committee is growing and extremely active. There has been an increase in the number of volunteers coming forward offering to help with functions and anything else they can do. They have successfully recruited 2 doctors to this area and a dermatologist to the Kentville area. Specialists are hard to find, so this is a very good step forward. May 1<sup>st</sup> is the National Day for Doctor Appreciation and the committee will be celebrating with special functions for local doctors and their staff. As well Commissioner Harty provided thank you cards and asked that each Commissioner fill one out to their doctor and the committee will take care of making sure they get to the right place.
  - i Playground & Greenspace Advisory Committee: no report
  - j REMO: Commissioner Sealby reported that REMOs quarterly meeting focused on recent snow/ice storms and flooding and discussed concerns with inter-organizational communications and designation of a point of contact for each organization. There will be a hurricane exercise in September and a winter storm exercise in November. REMO is also looking at a program that would allow

'spontaneous volunteers' to become involved and may work with another agency such as the Red Cross.

k Soldiers Memorial Hospital Foundation Report: Nothing to report

10) List of outstanding items

- a) New Banners due later in spring or early summer. 7Arts would like to hold a celebration around these and the Commission will work with them to do so.
- b) Rocknotch Road Sidewalk  
MOVED/SECONDED by Commissioners BAKER/SPINNEY that the Village of Greenwood accept Concept #3 as presented by WSP Engineering at an estimated cost of \$218,662.50. CARRIED  
It was noted that costs have increased in the project by 40% due to inflation. However, 65% of the total will be eligible for "gas tax" reimbursement from the Province. The cost to the Village will be in the range of \$76,500.
- c) Fales River Pedestrian Bridge Inspection Progress: Clerk-Treasurer and COK engineering department are awaiting information from Able Engineering.
- d) Paving of Central Avenue: This is not on the provincial list so a letter will be sent to our MLA expressing the Commission's concern for the state of the road.
- e) Heat Pump retrofit 904 Central Avenue: This project has been costed at over \$100,000 to retrofit the building's upper floor. The Clerk is investigating how much the rebate for the project would be. Once that information is available, the Commission will determine the viability of the project.

NEW BUSINESS:

11) Rental of Soccer Field: The president of the Kingston-Greenwood Soccer Association had asked to speak to the Commission regarding the rental agreement for 2022. Unfortunately she did not appear.

12) Community-Led Placement Program: This grant opportunity was brought forward by Commissioner Sealby. After review by the Clerk-Treasurer it was decided not to go forward with an application for this grant in 2022.

13) Financial update: Comparative Income Statement as at March 31, 2022

It was noted that the historical data shown for the year ending March 31, 2021 is incorrect. The Clerk is to correct the error. It was noted that the error does not have any effect on the current year's data.

MOVED/SECONDED by Commissioners HARTY/SEALBY that the comparative income statement dated March 31, 2022 be approved pending correction of the historical data for 2021. CARRIED

- 14) Cost of Living 2022: The rapid rise in inflation was discussed. It was decided that the Commission will authorize the Clerk-Treasurer to institute a cost of living rise for all employees and commissioners. The clerk will take into account the COL for February of 5.7% and the COL for March when it is released. If March's number is significantly higher a maximum COL increase of 6% will be used.

MOVED/SECONDED by Commissioners SEALBY/HARTY that a cost of living increase be applied to the wages of all staff and commissioners, effective April 1, 2022 and not to exceed 6%. CARRIED

- 15) Budget 2022-23: The draft budget will be updated to reflect the COL increase being initiated and brought to the Commission for approval at the May 18<sup>th</sup> meeting.

Commissioner Spinney noted that as the large tractor is budgeted to be replaced this year, and due to the wait times for new machinery, he would like to have the public works department order the tractor immediately.

MOVED/SECONDED by Commissioners SPINNEY/BAKER that the Village of Greenwood accept the quote from Nova International Ltd., Aylesford, to supply a 92.5HP DSL Narrow 24F/24R 4 WD CAB Tractor and attachments at a net cost of \$89,500.00 (with trade-in). CARRIED

- 16) Audit 2022: The auditor attended at the Village office on April 19<sup>th</sup>. He will present his findings to the Audit Committee on May 31<sup>st</sup> at 9:00 am at the Village Office.

- 17) AGM 2022: The AGM for the fiscal year ended March 31, 2022 will be held on June 15<sup>th</sup>, 2022 at 6:00 p.m. at the Civic Center, 904 Central Avenue. Nomination Day for the filing of two 3 year terms on the Commission will be May 26<sup>th</sup>, 2022. If elections are required, they will be held at the Annual General Meeting.

- 18) Commissioner Sealby excused himself from the meeting at 10:30 am

- 19) Insurance Requirements: Upon renewal of the Village liability insurance for 2022-23, "Abuse Insurance" is no longer included in the blanket liability policy and must be applied for. The application includes multiple questions regarding staff, commissioners and volunteers criminal records checks and child abuse registry checks. There was a discussion about the need for such checks to be imposed on staff and commissioners. The Clerk-Treasurer was subsequently instructed to prepare the application and file it, confirming that there is no requirement for staff or commissioners to have criminal records or abuse registry checks.

- 20) Business View Feature Article: Commissioner Banks reported that he had been contacted by Business View Magazine, which wishes to feature the Village of Greenwood along with 5 other municipalities in Nova Scotia, in a large soon to be published article. He noted this is a great opportunity to attract professionals and businesses to our area.

21) Correspondence:

- a Apple Blossom Parade request
- b Kingston Lions Club Charter Night Banquet

22) Commissioners Comments:

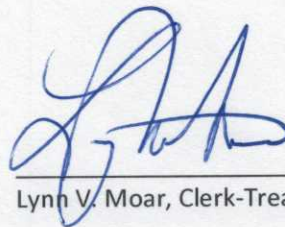
Commissioner Harty wished to bring to attention the sign for the Greenwood Mall that has been erected in front of the Civic Center. This is replacing a sign that had come down in a storm and is on Provincial property.

23) Next Regular Meeting May 18, 2022 at 9 a.m.

Move to ADJOURN by Commissioner Baker at 11:06 am



Brian L. Banks, Chair



Lynn V. Moar, Clerk-Treasurer