



VILLAGE COMMISSIONERS OF GREENWOOD

MINUTES OF THE REGULAR COMMISSION MEETING
February 16th, 2022 @ 9:00 a.m. at the RCAFA Center

- 1) Commissioner (Chair) Brian Banks called the meeting to order at 9:00 a.m.
- 2) Present: Commissioners Brian Banks, Bob Baker, Robert Sealby, Dale Harty in person. Commissioner Darrell Spinney by FaceTime. Clerk-Treasurer Lynn Moar Regrets: District 5 COK Councillor Tim Harding.
- 3) Disclosure of Conflict of Interest Issues: None
- 4) Additions to Agenda: None
- 5) Approval of Agenda: **MOVED/SECONDED** by Commissioners **SEALBY/HARTY** that the agenda for the Regular Commission Meeting of the Village of Greenwood Commission be approved as presented. **CARRIED**
- 6) Approval of Minutes: The minutes of the monthly meeting of the Village of Greenwood Commission held on January 19, 2022 were circulated electronically. There being no errors or omissions noted, Commissioner Banks declared the minutes to be approved as distributed.
- 7) Business arising from the Minutes
 - a 7Arts Art Rental Program: 7Arts had requested that the Village Commission become a sponsor of their new Art Rental Program and rent works of art to be displayed in the Civic Building. After due consideration of the 7Arts Art Rental Program, it was the unanimous decision of the Commission that it would not take part in the Program at this time citing lack of secure display space and lack of exposure to the public of the Art.
- 8) Reports:
 - a ANSV: Commissioner Banks reported that ANSV (and he as their representative) continue their work on the Provincial committee reviewing the Code of Conduct for elected officials. Recommendations have been forwarded to Municipal Affairs.
 - b Audit Committee: Commissioner Sealby reported that audit committee members attended the initial budget meeting to begin work on the 2022-23 budget. The next meeting is scheduled for February 24th.
 - c Commissioner's Task List: Reviewed and two errors found to be corrected.

- d County of Kings: Building & Development Statistics January 2022
- e Department of Municipal Affairs Training: the Clerk has asked the Municipal Advisor for some suggested dates to resume training.
- f Greenwood Water Source Committee: Commissioner Baker has sat on the Committee for six years and there must be a new representative from the Village Commission in accordance with County of Kings By-law 102 Committee Governance (s.3.2). Commissioner Harty volunteered to take that spot. **MOVED/SECONDED** by Commissioners **SEALBY/SPINNEY** that Commissioner Dale Harty be appointed as the Village of Greenwood representative on the Greenwood Water Source Commission, effective May 1, 2022 for a two year term. **CARRIED**
- g JAAC: Commissioner Sealby reported that the Province is extending the compliance dates to Municipalities for some of the aspects of the Accessibility Act by a period of one year due to delays caused by COVID-19. He also noted that the Province appears to be aligning their strategy with respect to compliance more toward education rather than punishment. He also noted that that would be a new representative for the village of Aylesford. **MOVED/SECONDED** by Commissioners **SEALBY/HARTY** that the Village of Greenwood appoint Kirk MacLennan as the representative for the Village of Aylesford on the Joint Accessibility Advisory Committee. **CARRIED**
- h Physicians Recruitment & Retention Committee: Commissioner Harty noted the next meeting is later this week and a report will be forthcoming in March.
- i Playground & Greenspace Advisory Committee-no report
- j Police Report: The Clerk reported that she had spoken to the RCMP and asked that we once again begin to receive the monthly report, but it has not yet been forthcoming.
- k REMO: Commissioner Sealby reported that training is again ramping up and extensive reporting has been happening on the storms we have been experiencing this year.
- l Soldiers Memorial Hospital Foundation Report: no report

9) List of outstanding items

- a) New Banners: The Clerk will check on delivery date.
- b) Fales River Pedestrian Bridge Inspection Progress: The Clerk-Treasurer reported that the bridge in question is owned by the Municipality of the County of Kings and is not covered by the current Playground leases. The Commissioners asked the Clerk-Treasurer to initiate discussions with County of Kings with respect to a lease arrangement and maintenance costs. The report from the structural engineer retained by the Village regarding the state of the bridge with his recommendations will be available for discussion at the March meeting.

NEW BUSINESS:

10) Financial update:

MOVED/SECONDED by Commissioners **SEALBY/BAKER** that the Comparative Income Statement as at February 11, 2022 be approved. **CARRIED**

11) Policy Adoption:

- a) Snow and Ice Management Policy
A Snow and Ice Management Policy was brought to the Commission for adoption. The Policy sets out service level expectations for snow and ice removal within the Village.
MOVED/SECONDED by Commissioners **SEALBY/BAKER** that the Snow and Ice Management Policy dated February 2022 be adopted as drafted.
CARRIED
- b) Village Policies Manual, Part 7.1 Credit Card Agreement and Credit Card Policy

There was some discussion as to the need for such an Agreement and Policy. It was the opinion of the Commissioners that neither was needed. It was **MOVED** by Commissioner Sealby that the Village Policies Manual, Part 7.1 Credit Card Agreement dated January 2022 be approved. There being **NO SECONDER** for the motion, the motion **FAILS**.

It was **MOVED** by Commissioner Sealby that the Village Policies Manual, Part 7.2 Credit Card Policy dated January 2022 be approved. There being **NO SECONDER** for the motion, the motion **FAILS**.

12) WEE-FOLK CENTRE UPDATE:

Shalene Bent-Taylor, owner of the WeeFolk Centre, a tenant of the Civic Center, asked to address the Commission to provide an update regarding the Provincial Department of Education's take over of the day care facility. Ms. Bent-Taylor's lease of the premises expires at midnight on March 31, 2022 so she has been attempting to receive direction from the Province as to who would enact a new lease. To date she has not been able to get any information regarding this matter, however the date of the change over has been deferred from April 1st to an unspecified time. Ms. Bent-Taylor told the Commissioners that she has been verbally told to sign a lease, however she is hesitant to do so as she does not know what her personal situation will be after the change over. She did say however that the insurance certificate for the day care will remain in effect until things are sorted out. The Commission and Ms. Bent-Taylor discussed entering into a month-to-month arrangement for the payment of rent and utilities until the situation can be sorted out and there is a Provincial signatory named. The Clerk-Treasurer will draft a month-to-month lease for the interim period and provide it to Ms. Bent-Taylor.

13) Public Works Update: Public works has obtained a quote to replace the mop sink in the janitors closet on the upper floor of the Civic Center and will have the work completed as soon as possible.

14) In Camera:

10:30 am: **MOVED/SECONDED** by Commissioners **SEALBY/HARTY** that the meeting move in camera to discuss Contractual Matters in accordance with Section 22(2)(e) Municipal Government Act: contract negotiations. **CARRIED**

11:04 am: **MOVED/SECONDED** by Commissioners **SEALBY/HARTY** to move out of in camera session. **CARRIED**

MOVED/SECONDED by Commissioners **SEALBY/SPINNEY** that pursuant to the 2 year performance review conducted, the Clerk-Treasurer advance to Level 3 of the Wage Levels and Step Increments as outlined in the Village of Greenwood Policies Manual, Part 2 Human Resources, Annex 2B. **CARRIED**

15) Correspondence:

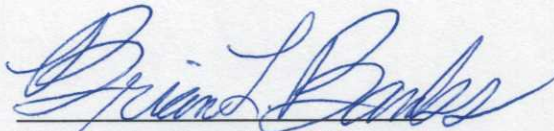
a Email from Clerk-Treasurer to Dist. 5 Councillor re Resident Complaint regarding the snow removal around fire hydrants. This matter has been discussed with the County whose contractor is responsible for this. After some problems with hydrant clearing earlier in January and February, COK officials have clarified the service level expectation to the contractor.

16) Commissioners Comments: Commissioner Harty wished to discuss in greater depth the state of the roads in Greenwood with large potholes appearing where Provincial Public Works had patched same in the Fall of 2021. The Clerk-Treasurer is asked to investigate when Central Avenue is scheduled to be resurfaced by the Province, and to initiate a discussion regarding same.

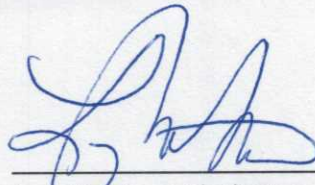
Commissioner Harty also initiated discussion about the snow removal in certain subdivisions. In his particular subdivision, (Planesview) the trees and bushes are so encroached on the streets that the plow cannot push snow far to the side and so the streets keep getting narrower and pose a hazard. Commissioner Harty will work with the Clerk-Treasurer to send a letter to the MLA for the area outlining the concerns.

- 17) The next Regular Meeting of the Village of Greenwood Commission will be held on March 16, 2022 at 9 a.m.

Move to **ADJOURN** by Commissioner **SEALBY** at 11:25 am



Brian Banks, Commission Chair



Lynn V. Moar, Clerk-Treasurer