



VILLAGE COMMISSIONERS OF GREENWOOD (VOG)

REGULAR COMMISSION MEETING : MINUTES
August 16, 2023 @ 9:00 a.m.

- 1) Call to Order: Chairman Brian Banks called the meeting to order at 8:56am
- 2) Present: : Commissioner Brian Banks (Chair); Commissioner Robert Sealby (Vice-Chair); Commissioners Bob Baker; Dale Harty and Darrell Spinney; Clerk-Treasurer Kerry Graham; VOG Public Works staff Matt Morse and Jamie Ogilvie; Mike Wadsworth and Kenny Sampson of Scotia HVAC
- 3) Disclosure of Conflict-of-Interest Issues: none
- 4) Additions to Agenda: YMCA project with Scotia HVAC and one correspondence
- 5) Approval of Agenda: Regular Commission Meeting Agenda August 16, 2023.

MOVED/SECONDED by Commissioners SEALBY/HARTY that the Agenda August 16, 2023 be approved as amended. CARRIED

- 6) Approval of Minutes: Regular Commission Meeting minutes July 19, 2023.

There being no errors or omissions Chairman Brian Banks declared the minutes from the July 19, 2023 Regular Commission Meeting approved as amended. CARRIED.

- 7) YMCA Heat Pumps: A request for an evaluation of the building's suitability for heat pumps by YMCA was approved in June. A proposal for any work to be done to the Civic building was to be presented to the Commission for approval. No proposal was ever received. Work to install 7 heat pumps began on August 14, 2023 without the knowledge or approval of the Commission or any staff of the Village of Greenwood. A stop work order was implemented on Tuesday August 15, 2023 when it was discovered Scotia HVAC was making unapproved changes to the building and Yvonne Smith of the YMCA was contacted immediately. Mike Wadsworth and Kenny Sampson of Scotia HVAC explained their part in the process and what the YMCA had approved for them to complete. After the discussion and a walk around with Kenny Sampson, Matt Morse and Jamie Ogilvie, Yvonne Smith was contacted and it was decided work would be on hold until a proper proposal and plan could be submitted to the Commission as the owner of the property for approval.

At 9:35am MOVED/SECONDED by Commissioners SEALBY/SPINNEY to go "In Camera" to discuss Tenant Contractual matters.

At 10:30am MOVED/SECONDED by Commissioners SEALBY/BAKER to come out of "In Camera". It was decided that work on the building by Scotia HVAC be on hold until a meeting between the VOG Commission and Yvonne Smith of the YMCA with a proposal including more than one option be presented to the Commission for review and that in future YMCA is aware that any requests for work on the building is to go through the Clerk Treasurer.

8) Business arising from the Minutes:

- A. Turning lane painting – in progress
- B. Three quotes received, Field Liner purchase – ordered.
- C. 7Arts meeting - September 11, 2023 at 7pm invite community groups Aikido, SAR, Soccer for this session.
- D. Park installation – After the wood fibre delay the previous excavation company was unable to do the work required. Clerk presented a quote from another local company. Demaine Excavating will do the groundwork and hauling of mulch in the next few weeks. Timbertec will install equipment.
- E. Spreadsheet for tasks – Clerk is working on a coloured spreadsheet.
- F. Percentages added to financial report – Clerk is adding percentages.
- G. Meeting of the Villages – Chairman Banks will set up a fall meeting with Village of Kingston to discuss future partnerships.

9) Reports:

- a ANSV: Commissioner Banks and CT will be attending ANSV AGM September 15 & 16 in Pugwash.
- b Audit Committee: Commissioner Sealby
- c County of Kings: Building & Development Statistics
- d Greenwood Water Source Committee: Commissioner Harty will attend meeting in November.
- e Joint Accessibility Advisory Committee (JAAC): Commissioner Sealby provided a summary of the 3-day conference he attended and will be following up on dates for a building assessment. Commissioner Sealby will also approach the Accessibility Coordinator for County of Kings to discuss a building and property assessment.
- f Physicians Recruitment & Retention Committee: Commissioner Harty and Clerk will attend the African Cultural Event August 19
- g REMO: Commissioner Sealby reports the push is on for hurricane preparedness.
- h Soldiers Memorial Hospital Foundation Report: Louise Banks will no longer be providing the reports on a regular basis.

10) List of outstanding items

- a) Crosswalk flashing beacons and painting – expecting installation prior to school year start. Clerk will get an update and speak to the school board about safety for children, crossing guard in place until work is completed.
- b) Accessibility Grant – wheelchair lift and 2 accessible door buttons are ordered.
- c) AVRCE sidewalk in front of Dwight Ross Elementary. Repaired by Bowlby Paving
- d) Wood fiber – delivered to Civic property a month later than expected, will require hauling to playgrounds.
- e) Playground upgrades – Scott Chisholm is ready to install, waiting on excavation company.
- f) Baby swings – Bowlby and Pineview, CT to speak with Demaine Excavating about installation.

NEW BUSINESS:

- 11) Financial update: Comparative Income Statement as of August 14, 2023

MOVED/SECONDED by Commissioners SEALBY/BAKER that the August 14, 2023 Comparative Income Statement be approved as circulated.

- 12) County of Kings Security Breach: VOG pension details compromised. County of Kings has offered fraud protection to any staff involved. Letters will be sent directly to those affected.
- 13) Soccer Field lighting quote: We have an estimated budget provided by Black and Macdonald for 18 lights on wood poles. 200m trench and an electrical shed would be additional costs. They will get drawings together and contact NS Power. CT to continue to follow up on installation details and dates.
- 14) Grant updates: 2023-24 Park, Playground and Trails – MOK was approved, Recreation and Festival Grant – MOK was approved for the King’s Coronation, EAF Accessibility grant approved the extension of time and addition of wheelchair lift, lighting, accessible door buttons.
- 15) Ribfest update: We have received an overwhelming amount of extremely positive feedback from the community and vendors. There were very few improvements suggested but more signage and advertising have been recommended. We were within budget and the consensus is to continue with an annual RibFest event. Public Works and all staff went above and beyond in their efforts over the 3 day very successful event.

At 11:25am MOVED/SECONDED by Commissioners SEALBY/HARTY to go “In Camera” with the Clerk being asked to leave the room to discuss VOG staff.

At 11:32am MOVED/SECONDED by Commissioners SEALBY/BAKER to come out of "In Camera". It was decided that there will be gift cards purchased for Public Works staff in the amount of \$200 each and \$300 for the Clerk Treasurer for their hard work and dedication over the entire RibFest event.

- 16) NS Department of Environment and Climate Change: Due to difficulties at RibFest and getting YMCA moved in, the commission will be filing a complaint.
- 17) Public Works Update:
 - A. Civic parking lot pavement repairs were completed by Bowlby.
 - B. Pineview and Bowlby are being prepared for baby swing sets to be installed.
 - C. Public works full-time staff have taken 2 weeks' vacation each with casual filling in. This has gone very well. Gardens are looking very good, lots of positive feedback has been received.
 - D. Soccer field has been damaged by having extra nets on it this year. PW will try to repair but it is decided the field can only handle one set of nets in future.
- 18) Correspondence: Xander Silver – Mayhew Park, Curtis Durocher Powerlift Competition - letter requesting support.
- 19) Councilors Comments: none
- 20) Commissioners Comments: none

Move to adjourn by Commissioner Spinney at 12:02 pm.


Brian Banks – Chairman


Kerry Graham – Clerk Treasurer