



VILLAGE COMMISSIONERS OF GREENWOOD (VOG)

REGULAR COMMISSION MEETING: MINUTES
January 17, 2024 @ 9:00 a.m.

- 1) Call to Order: Chairman Banks called the meeting to order at 8:58am
- 2) Present: Commissioner Brian Banks (Chair); Commissioner Robert Sealby (Vice-Chair); Commissioners Bob Baker; Dale Harty and Darrell Spinney; Clerk-Treasurer Kerry Graham; District 4 Councilor Martha Armstrong; Fales River resident Harvey Priest arrived at 9:28am
- 3) Disclosure of Conflict-of-Interest Issues: None
- 4) Additions to Agenda: 7a and 7b "In Camera" will be moved to the last item regarding staffing and Civic building.
- 5) Approval of Agenda: Regular Commission Meeting Agenda January 17, 2024.

MOVED/SECONDED by Commissioners SEALBY/SPINNEY that the AGENDA for the Regular Commission Meeting on January 17, 2024 be approved as amended. CARRIED

- 6) Approval of Minutes: Regular Commission Meeting minutes December 13, 2023 with the correction on item 8d was unable to attend meeting due to a conflict in schedule.

MOVED/SECONDED by Commissioners SEALBY/BAKER that the MINUTES for the Regular Commission Meeting on December 13, 2023 be approved as amended. CARRIED.

- 7) Business arising from the Minutes:

- A. Part time Administrative Assistant "In Camera"
- B. Public Works installation of baby swings at Pine View and Bowlby parks "In Camera"
- C. Shed quotes – Three quotes were presented to build a shed for soccer field electrical and storage.

MOVED/SECONDED by Commissioners SEALBY/BAKER that the quote submitted on January 15, 2024 by Morse Construction be accepted to build a 12x20 shed for the soccer field utilities and storage. CARRIED.

- D. Clements Park – As per Justine Ridgeway DND email January 15, 2024 leases will be renewed until divestment occurs.

8) Reports:

- a ANSV: Commissioner Banks reports that ANSV is looking at hiring a part time Executive Director, this will come at a cost to all villages. To be discussed when further information is available.
- b Audit Committee: Commissioner Sealby to be setting up a date for budget meetings.
- c County of Kings: Building & Development Statistics were reviewed.
- d Greenwood Water Source Committee: Commissioner Harty reports next meeting is in March 2024
- e Joint Accessibility Advisory Committee (JAAC): Commissioner Sealby, provided the CT with information on a grant that is available to help with the cost to make the changes to the civic entry and office as suggested in the Accessibility Assessment. A new format for JAAC where committee will only meet quarterly with a working group that will meet monthly.
- f Physicians Recruitment & Retention Committee: Commissioner Harty reported on a ticket give away for the Hockey rink in Berwick, sunshine baskets. A doctor from Iran came for a tour of the Valley with his family. Biggest challenge facing recruitment right now is finding them somewhere to stay. No housing/accommodation. Our area has had numbers go down for people on the list waiting for a doctor. Recruitment is working.
- g REMO: Commissioner Sealby next meeting in March. Continue with preparedness.
- h Soldiers Memorial Hospital Foundation Report: L. Banks

9) List of outstanding items

- a) Rocknotch sidewalk – delayed due to consultations with First Nations. CT to contact Brad Carrigan at MOK for an update as suggested by Councilor Armstrong.
- b) Accessibility Grant – wheelchair lift – waiting on an installation date from Harding. All inspections and permits are in place.
- c) Soccer field lighting – In progress. Lighting invoice received, request is to be paid in full to order. CT to discuss with supplier a 10% hold back to be paid on delivery.
- d) NS Department of Environment and Climate Change complaint – Letter out regarding 2024 Ribfest inspector. No further update.
- e) 2nd Annual Ribfest Planning – In progress, date confirmed. July 26, 27 and 28, 2024. Clerk has booked kids zone, some vendors and musicians, Lunns Mill will host licensed area, currently looking for headliner.
- f) Banners 2.0 – In progress
- g) Staff Evaluations – Completed.
- h) Curb/landings at crosswalks – on hold until upgrades to Whittington crosswalk is decided with NS Public works. CT will discuss with Doug Pulsifer. CT will contact WSP for an updated design plan for KFC sidewalk.
- i) New building design plan – Due in January 2024, Gary Morse.

- j) Village clothing – revisit spring 2024
- k) Topsoil and seeding Planesview park – PW to complete work in spring 2024

NEW BUSINESS:

- 10) Financial update: Comparative Income Statement as of January 13, 2024 66% of budget spent to date.
- 11) Task List: updated January 12/24 provided in package.
- 12) 2024-2029 Strategic Plan and 24/25 Budget: Meeting date to be January 24th at 1pm
- 13) Administrative Assistant Search: Commissioners Sealby and Harty shortlisted from the resumes received and conducted interviews along with the Clerk Treasurer on January 3-4, 2024. Second interviews for successful candidates moved forward January 8-10, 2024 and one candidate has been selected for the Commissions approval.
- 14) Clements Park: Councilor Armstrong updated on messages left with the Federal Housing Minister and Chris d'Entremont inquiring about the status of Clements Park and discussed a recent interview.
- 15) Public Works Update:
 - a. Matt Morse has been off on medical leave since December 11, 2023. Jamie Ogilvie took leave due to family emergency December 25, 2023. Matt is scheduled to return January 22, 2024 and Jamie will return to regular schedule on January 16, 2024. Casual has been filling in for both. CT purchased an Amazon gift card from the Commission as a get-well gift. Having hired a casual this year was of good value.
 - b. Pea gravel has been hauled to both Pine View and Bowlby parks by Demaine Excavating, the balance was hauled away and disposed of.
 - c. No further work has been done on the baby swing installations.
- 16) Correspondence:
- 17) Councilors Comments: Councilor Armstrong updated on Mayor Muttart, an age in place development in Canning, infrastructure, and Municipal planning strategy.
- 18) Residents Comments: Resident Harvey Priest asked if there was any pea gravel left, unfortunately it had all recently been hauled away. Mr. Priest also would like the villages approval to speak to Parson about donating 1-2 acres to the Village behind the PW building where leaves and brush is being dumped and praised the Village staff for the beautiful work done on the flower gardens this past year. Commissioner Sealby informed the resident of the extra staff that had been hired this year specifically to maintain the gardens. The Commissioners approved the request for additional land.

19) Commissioners Comments:

Chairman Brian Banks moved at 10:16am that we go "In Camera" to discuss staffing and land use.

After discussion on staffing and land use it was MOVED/SECONDED by SEALBY/HARTY to come out of "In Camera" at 11:39am

A motion was MOVED/SECONDED by Commissioners SEALBY/SPINNEY that the Village of Greenwood hires Grace Dunham as a part time Administrative Assistant for 10 to 15 hours per week at \$18.00 per hour with a 6-month probation period. CARRIED

Motion to adjourn by Commissioner Baker at 11:41am

Next Regular Meeting February 21, 2024 at 9 a.m.



Brian Banks - Chairman



Kerry Graham – Clerk Treasurer