



VILLAGE COMMISSIONERS OF GREENWOOD (VOG)

REGULAR COMMISSION MEETING : AGENDA
February 21, 2024 @ 9:00 a.m.

- 1) Call to Order: Chairman Banks called the meeting to order at 9:06am
- 2) Present: Commissioner Brian Banks (Chair); Commissioner Robert Sealby (Vice-Chair); Commissioners Bob Baker; Dale Harty and Darrell Spinney; Clerk-Treasurer Kerry Graham; Administration Assistant – Grace Dunham
- 3) Disclosure of Conflict-of-Interest Issues: none
- 4) Additions to Agenda: “In Camera” meeting at the end to discuss personnel matters.
- 5) Approval of Agenda: Regular Commission Meeting Agenda February 21, 2024.

MOVED/SECONDED by Commissioners SEALBY/HARTY that the AGENDA for the Regular Commission Meeting on February 21, 2024 be approved with the addition of the “In Camera” meeting. CARRIED

- 6) Approval of Minutes: With no errors or omissions the Regular Commission Meeting minutes January 17, 2024 were declared approved as circulated by Chairman Banks.
- 7) Business arising from the Minutes:
 - A. PW Lead hand. In Camera
 - B. Finalize wage discussion. In Camera
 - C. Accessible painting and grant application.

MOVED/SECONDED by Commissioners SEALBY/BAKER to accept the quote from Cooper Painting with or without the grant approval to paint the Civic building main entrance and office with contrasting colours as recommended in the Accessibility assessment carried out by Katie MacArthur. CARRIED

- 8) Reports:
 - a ANSV: Commissioner Banks – next meeting April 2024. Suggested an annual letter to the Minister to outline needs and ensure follow-up. Discussions regarding Executive Director being hired.
 - b Audit Committee: Commissioner Sealby suggested a meeting with Jason Haughn to discuss audit committee requirements for Villages.
 - c County of Kings: Building & Development Statistics
 - d Greenwood Water Source Committee: Commissioner Harty – no report
 - e Joint Accessibility Advisory Committee (JAAC): Commissioner Sealby – no report

- f Physicians Recruitment & Retention Committee: Commissioner Harty – Families without doctors has decreased from 4.8% to 2.5% in last 2.5 years. Proposed Administrative Assistant joins the meetings and takes over the seat he currently holds.
- g REMO: Commissioner Sealby
- h Soldiers Memorial Hospital Foundation Report: L. Banks

9) List of outstanding items

- a) Rocknotch sidewalk – delayed due to consultations with First Nations CT has left a message for Brad Carrigan for an update.
- b) Accessibility Grant – wheelchair lift – Waiting on inspection.
- c) Soccer field lighting – In progress. Lighting and poles on order. Spring installation expected.
- d) NS Department of Environment and Climate Change complaint – A different inspector will be assigned to Ribfest.
- e) 2nd Annual Ribfest Planning – In progress, Headliner secured. Announcement coming.
- f) Banners 2.0 – In progress, select material – same as previous order.
- g) Curb/landings at crosswalks – no update. CT is contacting WSB to update design submitted in 2019.
- h) New building design plan – Commissioners met with Gary Morse Feb 6/24.
- i) Village clothing – revisit spring 2024
- j) Topsoil and seeding Planes View Park – PW to complete work in spring 2024.
- k) Baby swings at Bowlby and Pineview parks.
- l) Morse construction shed build – design phase.

NEW BUSINESS:

- 10) Financial update: Comparative Income Statement as of February 16, 2024 70% of budget spent to date.

MOVED/SECONDED by Commissioners SEALBY/SPINNEY that the February 16, 2024 Comparative Income Statement be approved as circulated. CARRIED

- 11) Task List: updated February 15/24 provided in package. Clerk will add
- 12) Administrative Assistant: Introduction to Grace Dunham. Grace will create samples for Village clothing and cards to compare to current quotes.
- 13) Banners 1.0: Durability, wind, options available. After discussion it was decided to stay with the same material as the first order but to have Public Works install new banners with longer lag bolts and straps as recommended by the supplier. The current banners should have straps added and be inspected regularly for wear and condition of brackets.
- 14) Seniors Summer Social: Elizabeth Wright - Community Coordinator for Village of Kingston's has requested a partnership between the villages on this event in August at the Lion's Hall.

MOVED/SECONDED by Commissioners BAKER/SEALBY that VOG does a 50/50 partnership with VOK on the Kingston Greenwood Senior Summer Social by contributing \$2000.00 and be involved in planning and assistance at the event. CARRIED

- 15) Soccer Lighting Electrical Shed: Matt Morse and Kerry Graham marked of location for soccer field lighting power shed and planned out a multi-purpose covered area for soccer presentations, music in the park, movie nights, festivals. Commissioner Sealby suggested an accessible walkway be added, gate and fence repairs added. The color is to be black metal roof, grey metal siding with white bandstand backing.

MOVED/SECONDED by Commissioners SEALBY/SPINNEY that the design and proposal for the building and bandstand be approved as submitted by Morse Construction with the addition of an accessible walkway and gate at additional cost. CARRIED

16) Public Works Update:

- a. Full-time staff back.
- b. Truck decal is being installed.
- c. CT to investigate Fleet Insurance.
- d. Two loads of excellent quality salt were delivered.

MOVED/SECONDED by Commissioners SEALBY/BAKER to go "In Camera" at 11:03am.

MOVED/SECONDED by Commissioners SEALBY/BAKER to come out of "In Camera" at 11:58am.

After discussion "In Camera" there will be a meeting with all Public Works staff at 9:30am Monday, February 26, 2024 to discuss personnel matters.

17) Correspondence:

18) Councilors Comments:

19) Commissioners Comments:

Commissioner SEALBY motioned to adjourn at 12:03pm.

Next Regular Commission meeting will be March 20, 2024 at 9am.

Brian Banks - Chairman



Kerry Graham – Clerk Treasurer