



## VILLAGE COMMISSIONERS OF GREENWOOD (VOG)

REGULAR COMMISSION MEETING: MINUTES

August 21, 2024 @ 9:00 a.m.

- 1) **Call to Order:** Chairman Banks called the meeting to order at 9:08 am
- 2) **Present:** Chairman Banks; Commissioner Sealby (Vice Chair) Commissioners Colbourne, Spinney, Clerk-Treasurer Kerry Graham; Administration Assistant Grace Dunham, Resident - Andy Olexa
- 3) **Absent** Commissioner Baker and Colbourne
- 4) **Disclosure of Conflict-of-Interest Issues:** None
- 5) **Additions to Agenda:** None
- 6) **Approval of Agenda:** Regular Commission Meeting Agenda August 21st, 2024.  
  
MOVED/SECONDED by Commissioners SEALBY/SPINNEY that the AGENDA for the Regular Commission Meeting on August 21, 2024, be approved as circulated.
- 7) **Approval of Minutes:** Regular Commission Meeting minutes July 17, 2024.  
  
There being no errors or omissions, Chairman Banks declared the MINUTES for the Regular Commission Meeting on July 17<sup>th</sup>, 2024, approved as circulated.
- 8) **Business arising from the Minutes:**
  - a. Clerk to order HWY signs – Done and small ones are up bigger signs still need to get up
  - b. PW to do street sweeping – Not large enough, CT to speak to Kingston on co-contract & procedure in Progress
  - c. Clerk to source 8 new boardroom chairs – In the process (Admin Assistant) going to research
- 9) **Reports:**
  - a. ANSV: Chair Banks—There is no report. The annual meeting is in September. Some bylaw changes are recommended, and they are in the process of going up to the directors.
  - b. Banks Audit Committee: Commissioner Sealby - None
  - c. County of Kings: Building & Development Statistics – None
  - d. Greenwood Water Source Committee: None
  - e. Joint Accessibility Advisory Committee (JAAC): Vice chair Sealby, there is an accessibility survey online.

this month in Kentville, Bridgewater, Chester, and Yarmouth.

- g. REMO: Commissioner Sealby: Recent water and heat issues, Municipality responsible for sending alerts, vulnerable person registry, next meeting in September
- h. Soldiers Memorial Hospital Foundation Report: No Report

10) **Financial update:** Not provided due to CT being off for family emergency

11) **List of outstanding items**

- a. Banners 2.0 – Ready to install – Clerk will organize another first flag ceremony with 7Arts need a date in progress
- b. Curb/landings at crosswalks – KFC sidewalk on hold due to sidewalk plan. The Commissioner Sealby suggested Chairman Banks follow up with WSP next.
- c. New building design plan – On hold
- d. Village clothing – Admin following up
- e. Shed/Bandstand build – finished and paid
- f. Soccer Field Fence – finishing work to be done
- g. Admin to research for chairs – In progress
- h. HWY Sign installation – Jamie put up smaller one’s the bigger ones still need to get put up and can stay up year-round
- i. Waste sorting stations – 3 ordered and arriving soon
- j. Doorknobs to be replaced with leavers – To be done by Public Works
- k. Bat Houses will be delivered soon
- l. Fire exits should be updated to running person symbol, extinguishers are missing inspection tags.
- m. The lead hand is up for his new position review - In camera meeting to follow.

12) **New Business:**

- A) Permanent power pole – CT to request a proposal from MP Electric for a permanent power pole to replace the temporary one for festivals with a small shed-like building for it.
- B) Sewer line clean out to be quoted and possibly installed before winter – CT to get quotes from
- C) Dismantling Race and Hate Act: Policy updates by Commissioner Sealby

13) **Public Works Update:**

- a. Summer vacations and medical leaves have slowed progress. Fulltime Seasonal is now off due to an injury
- b. The 2011 CHEV truck is now back after having repairs work done due to not being able to avoid the pothole at the bridge on Bridge St. CT reported to TIR two weeks prior and when the damage occurred.

14) **Part-time Bookkeeper:** CT to investigate hiring a part-time bookkeeper or bookkeeping service.

15) **Soccer Field:** Add signs reminding residents using the field with their pets to pick up after them. It is a soccer field, the players should not have to deal with waste not being picked up. Lighting shields are on order to shield traffic from the bright lights, MP Electric will install but will need us to provide a lift to put them up. CT to coordinate. CT is working on the final report for field upgrading grant.

16) **Correspondence:** None

17) **Councilors Comments:** None

18) **Commissioner Comments:** In-camera meeting after regular meeting to discuss HR matters.

Motion to adjourn the regular meeting and go in camera 10:19 am by Commissioner Sealby.

Motion to come out of in camera 10:24 am by Commissioner Sealby.

After discussion it was decided Commissioner Banks and the Clerk will meet with Matt Morse on August 28<sup>th</sup> to discuss the future for the position followed by an in-camera meeting with the Commission on August 30<sup>th</sup>.

Next meeting September 18<sup>th</sup>, 2024.



Brian Banks - Chairman



Kerry Graham – Clerk-Treasurer