



## VILLAGE COMMISSIONERS OF GREENWOOD (VOG)

REGULAR COMMISSION MEETING: MINUTES  
September 18, 2024 @ 9:00 a.m.

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- 1) **Call to Order:** Chairman Banks called the meeting to order at 9:00 am
- 2) **Present:** Chairman Banks; Commissioner Sealby (Vice Chair) Commissioners Spinney, Baker Clerk-Treasurer Kerry Graham, Martha Armstrong
- 3) **Absent:** Commissioner Colbourne, Administration Assistant Grace Dunham
- 4) **Disclosure of Conflict-of-Interest Issues:** none
- 5) **Additions to Agenda:** Staff Christmas party, JAAC – Sealby term is up.
- 6) **Approval of Agenda:** Regular Commission Meeting Agenda September 18th, 2024.

MOVED/SECONDED by Commissioners Sealby / Spinney that the AGENDA for the Regular Commission Meeting on September 18th, 2024, be approved as circulated. – Carried

- 7) **Approval of Minutes:** Regular Commission Meeting minutes August 21, 2024.

There being no errors or omissions, Chairman Banks declared the MINUTES for the Regular Commission Meeting on August 21, 2024, approved as circulated.

- 8) **Business arising from the Minutes:**

- a. Clerk to get sewer drain clean-out quotes - McDow
- b. Clerk to get garden on Bridge Street quotes – Landscape Guru

- 9) **Reports:**

- a. ANSV: Chairman Banks – Friday & Sat
- b. Banks Audit Committee: Commissioner Sealby - No report
- c. County of Kings: Building & Development Statistics - CT to speak with VOK
- d. Greenwood Water Source Committee: Commissioner Bob Baker
- e. Joint Accessibility Advisory Committee (JAAC): Commissioner Sealby – presentation about the various tools available in the toolbox on the website
- f. Physicians Recruitment & Retention Committee: Grace Dunham – No Report Meeting tomorrow

g. REMO: Commissioner Sealby - Meeting tomorrow

10) **Financial Report**: Updated September 12, 2024.

MOVED/SECONDED by Commissioners Sealby/ Baker that the FINANCIAL Statement dated September 12, 2024, be approved as circulated. – Carried

Motion to adjourn the regular meeting and go in camera 9:37 am by Commissioner Sealby/Spinney

Motion to come out of in camera at 9:55 am and resume regular meeting by Commissioner Sealby

11) **List of outstanding items**

- a. Banners 2.0 – Ready to install – Clerk can organize another first flag ceremony with 7Arts, need a date. – Need to be completed by PW
- b. Curb/landings at crosswalks – KFC sidewalk. CT contacted Pat Lewis, manager at WSP on September 4, 2024. He is putting a new project manager on it and will be in contact within a week to review the plan and update drawings for tender.
- c.

MOVED/SECONDED by Commissioners Sealby/Baker to accept WSP quote dated September 4<sup>th</sup>, 2024 and have them over see the project– Carried

- d. New building design plan – On hold
- e. Village clothing – Admin waiting for a response
- f. Soccer Field Fence – completed. CT had Citadel come back to address deficiencies – Completed
- g. Admin to source chairs – In progress, Leon’s two options – order one of each to pick what one is best for the conference table.
- h. Waste sorting stations – 3 arrived and are awaiting installation. PW would like 3x5 pads poured. – add PW to pour 3 pads to the list
- i. Bat Houses – CT picked 3 up in Kentville on August 26, 2024 – Add to the list for PW
- j. Fire exits should be updated to running person – CT has spoken with Foster’s and MP Electric – New inspection in November / Electricians install the exit signs
- k. The lead hand is up for his new position review. – Extended for 6 months
- l. Ribfest Hwy sign installation – Add to PW list
- m. Permanent Power Pole and daycare LEDs – MP Electric – get quote to install solar lights on the pole
- n. Garden bed on Bridge St – waiting on 2 more quotes.
- o. CT sourcing pet waste disposal signs. – In progress
- p. CT to investigate bookkeeping service – In progress CT to contact mike bishop

## **New Business:**

- 12) **Live Edge Community Appreciation Event: Saturday, September 28<sup>th</sup>**. Release of liability signed.
- 13) **West Kings Soccer**: Would like to use the lined field and lights Tuesdays, Thursdays, and Sundays. After discussion it was decided to charge a nominal fee for Public Works to continue lining the field and to cover power for the lights.
- 14) **In Camera Meeting August 30, 2024**: Through discussion, it was decided the Lead hand position probationary period will be extended for 6 months with training provided as decided by the Commission. The Administrative Assistant probation period is also extended for 6 months to include administrative training.
- 15) **Municipal Election Candidates Public Forum**: CT planning for September 27<sup>th</sup> outdoor at the bandstand. Weather pending.
- 16) **Sewer line**: Clean out to be added before winter – CT has requested quotes and will send to commissioners.
- 17) **Clements Park Concerns**: Canada Lands plans to lease at low or no cost to developers that submit plans that address the most socially inclusive plans with the maximum density possible. The divestment plan is to maintain the Federal land tax exemption. Other villages receive PILT funds from the County for federal lands. Greenwood does not.
- 18) **Village Boundary Expansion**: A resident of Terra Nova wanted to know why they are not within the VOG boundary for streetlights. COK told them they are, but they are not. Also, the land being released for housing at Clements Park is within the growth center. Since it will use services in the village, it should become part of the VOG boundary. A letter to the housing minister is required to start the process. – Residents need to ask.
- 19) **ANSV AGM**: Chairman Banks, Commissioner Colbourne, and Clerk-Treasurer Kerry Graham will be attending the ANSV AGM from September 19<sup>th</sup> to 21<sup>st</sup>. The clerk will be returning on September 26<sup>th</sup>. Grace Dunham will be in the office during that time.
- 20) **Donations, Grants and Sponsorship Policy**: Policy updates by Commissioner Sealby

MOVED/SECONDED by Commissioners Spinney/Sealby that the POLICY UPDATES for Donations, Grants, and Sponsorship Policy be approved and added to the VOG Policy and Procedure manual – Carried

- 21) **Dismantling Race and Hate Act:** Policy updates by Commissioner Sealby

MOVED/SECONDED by Commissioners Sealby/Baker that the POLICY UPDATES for Dismantling Race and Hate be approved and added to VOG Policy and Procedure manual. - Carried

- 22) **Public Works Update:**

- a. CT asked LH to prepare a complete list of fence deficiencies. CT then discussed with Citadel and had them return to do ALL repairs on Friday, Sept 6, and Tuesday, Sept 10. All repairs and is now satisfied with the job done. -Completed
- b. New Zero Turn: to replace the 2013 Kubota mower. Trade 2013, still use 2018. – New budget season.
- c. Rust/Body Repairs to 2011 Chevrolet: Due for safety in February. Will not pass with current rust damage. Gather quotes.

- 23) **Correspondence:** Resident letter sent to Chris Palmer – VOG would like to add a large tree and have a Christmas celebration.

- 24) **Councilors Comments:** Councilor Armstrong is running for the County of Kings Mayor position, she will no longer be the area 4 Councilor. Riley Peckford will be our area representative by acclamation.

- 25) **Commissioner Comments:** Thanked Councilor Armstrong for her years of service.

Next meeting October 23<sup>rd</sup>, 2024.



Brian Banks - Chairman



Kerry Graham – Clerk-Treasurer

