



VILLAGE COMMISSIONERS OF GREENWOOD

SPECIAL COMMISSION MEETING: MINUTES

2 June 2025 @ 2:00 pm

Held in the Village Office

- 1) **Call to Order**
The Chair Call the meeting to order at 1:54 pm
- 2) **Present**
Commissioners Banks, Baker, Colbourne, and Sealby. Commissioner Spinney did forward an apology for absence. V-Chair Sealby was appointed as secretary.
- 3) **Disclosure of Conflict-of-Interest Issues**
There was no declaration of Conflict-of-interest issues.
- 4) **Agenda:**
There was only one matter on the agenda – personnel matters.
- 5) **In Camera** in accordance with Section 408B (2) (c) of the Municipal Government Act: Personnel Matters, a Motion to go into in-Camera was made at 13:56 pm. Commissioner Sealby Seconded Commissioner Colbourne

Motion to come out of In-Camera at 2:54 pm moved Commissioner Sealby Seconded Commissioner Baker.
- 6) From discussion it was agreed that:
 1. The Commission has appointed the Clerk-Treasurer to supervise the Public Works Staff. As such, when a Public Works staff member fails to follow direction or other such infraction, the Clerk-Treasurer is responsible for carrying out any corrective action in accordance with the Village of Greenwood Policy and Procedures Manual Section 2:24 - Corrective and Disciplinary Action.
 2. Both the Clerk-Treasurer and Public Works Staff have a right to address any concerns regarding the abovementioned procedure or ensuing actions in accordance with the Village of Greenwood Policy and Procedures Manual Section 2:25 – Grievance Process.
- 7) Motion to adjourn Commissioner Sealby at 3:10 pm.


Chair
Brian Banks


Secretary
Robert Sealby