



VILLAGE COMMISSIONERS OF GREENWOOD (VOG)

REGULAR COMMISSION MEETING: MINUTES

December 16, 2025 @ 3:00pm

- 1) **Call to Order:** Chairman Banks called the meeting to order at 2:56pm.
- 2) **Present:** Chairman Banks, Vice Chair Spinney, Commissioners Baker, Colbourne and Gaudet-Forbes, Clerk-Treasurer Kerry Graham, and Administrative Clerk Lindsay Ahearn.
- 3) **Absent:** None
- 4) **Disclosure of Conflict-of-Interest Issues:** None
- 5) **Additions to Agenda:** None
- 6) **Approval of Agenda:** Regular Commission Meeting Agenda December 16, 2025.

MOVED/SECONDED by Commissioners BAKER/GAUDET-FORBES that the AGENDA for the Regular Commission Meeting on December 16, 2025, be approved as circulated. CARRIED.

- 7) **Approval of Minutes:** Regular Commission Meeting minutes November 19, 2025.

There being no errors or omissions, Chairman BANKS declared the MINUTES for the Regular Commission Meeting on November 19, 2025 approved.

- 8) **Business arising from the Minutes:**
 - A) YMCA staff using Fire Exit Only door and parking to close to the driveway has been addressed with Yvonne Smith and has improved.
 - B) Christmas Light Up received lots of positive feedback from the community. Approximately 250 people were in attendance. CT to look into a Santa Chair and heat source for next year's event.

9) **Reports:**

- a. ANSV: Chairman Banks- job description being created for the new position of admin assistant posting to go out.
- b. County of Kings: Building & Development Statistics: circulated
- c. Greenwood Water Source Committee: Commissioner Bob Baker- no report
- d. Joint Accessibility Advisory Committee (JAAC): Lindsay Ahearn-meeting rescheduled for Jan 14th
- e. Physicians Recruitment & Retention Committee: Lindsay Ahearn- The committee provided an update regarding the acquiring a new CT machine. The purchase is contingent upon receiving confirmation that the machine meets all Canadian regulatory standards and requirements. If approved, this equipment will be the first of its kind available in Canada.
- f. REMO: Commissioner Colbourne- No Report.

10) **List of outstanding items**

- a. CT New building design plan – CT looking at grant options.
- b. AC Website Updating – AC is still waiting to hear back from website developer. Will reach out to another source of contact to inquire if the developer is off or on shut down as we have not received communication back in a while.
- c. CT Central Ave Sidewalk project – deficiencies noted, waiting on contractors response. Issues to be rectified.
- d. CT Labyrinth – CT applied for an extension with the province to complete the project, extension approved.

New Business:

11) **Comparative Income Statement:** December 15, 2025. Circulated.

MOVED/SECONDED by Commissioners SPINNEY/COLBOURNE that the COMPARATIVE INCOME STATEMENT updated on December 15, 2025, be approved. CARRIED.

12) **YMCA Concrete Blocks:** It is expected that in early 2026 there will be a mandate for daycares on lower levels to have concrete barriers between a building and a parking lot. YMCA is being proactive and requesting that we add blocks to the front of the building. CT has received two quotes. CT will be contacting YMCA as this falls under their operational requirements, not property maintenance.

13) **Performance, Job Description and Policy Reviews:** CT will be conducting Policy and Procedure, Performance reviews in January with all staff and introducing Staff Reports as per consultation with Jason Haughn.

- 14) **2026 Strategic Planning and Budget Meeting:** First meeting Jan. 28th, 2026. Commissioner Colbourne will not be able to attend on that date but all other Commissioners are available.
- 15) **Car Show** – Annapolis Valley Cruiser’s Car Club will partner with VOG to hold a car show at the civic field on June 6th, 2026 with a rain date of June 7th, 2026. CT will work with them on details.
- 16) **Public Works Update:**
- CT has purchased and scheduled updated WHMIS, Fall Protection, Workplace Health and Safety Awareness courses for all PW staff plus Sidewalk and Pick-up truck snow removal courses through Ground Force Training for Casual.
 - Seasonal has completed the extended season to November 30th, is now casual and awaiting scheduling for snow removal training/job shadowing.

Task list updated December 15, 2025 and circulated.

MOVED/SECONDED by Commissioners COLBOURNE/BAKER that the PUBLIC WORKS TASK LIST updated on December 15, 2025.

- 17) **Correspondence:** None
- 18) **Councillors’ Comments:** None
- 19) **Commissioner Comments:**
Commissioner Colbourne requested a change to the Wednesday, January 21st Regular Monthly Commission meeting date to Monday, January 19th at 9am as the 21st does not fit his schedule.

Commissioner BAKER motioned to adjourn at 4:02pm

The next Regular Commission meeting will be held on January 19th, 2026, at 9am.


Brian Banks - Chairman


Kerry Graham – Clerk-Treasurer-