



## VILLAGE COMMISSIONERS OF GREENWOOD (VOG)

### REGULAR COMMISSION MEETING: MINUTES

August 20, 2025 @ 9:00 a.m.

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- 1) **Call to Order:** Chairman Banks called the meeting to order at 9:03am
- 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:** Loaning Equipment Policy added as item 19.

6) **Approval of Agenda:** Regular Commission Meeting Agenda August 20, 2025.

MOVED/SECONDED by Commissioners Baker/Gaudet-Forbes that the AGENDA for the Regular Commission Meeting on August 20, 2025, be approved as amended. CARRIED.

7) **Approval of Minutes:** Regular Commission Meeting minutes July 16, 2025.

There being no errors or omissions, Chairman Banks declared the MINUTES for the Regular Commission Meeting on July 16, 2025 approved.

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

- a. Commissioner and Staff training – CT looking to book dates for October. Commissioners discussed possible dates and times that worked best and came up with Oct 20<sup>th</sup> and 22<sup>nd</sup> half day training with Jason Haughn if his schedule permits.

9) **Reports:**

- a. ANSV: Chairman Banks discussed registering for September AGM if planning on attending.
- b. County of Kings: Building & Development Statistics: no report

- c. Greenwood Water Source Committee: Commissioner Bob Baker no report
- d. Joint Accessibility Advisory Committee (JAAC): Lindsay Ahearn – meeting is planned for next month
- e. Physicians Recruitment & Retention Committee: Lindsay Ahearn – Event funding is declining, prompting a push for community support to sustain future activities and equipment needs, while October’s welcome event will introduce new medical staff.
- f. REMO: Commissioner Colbourne no report

10) **List of outstanding items**

- a. CT New building design plan – in progress. Email and phone messages left
- b. AC Website Updating – Lindsay Ahearn met virtually with Les Coleman regarding construction of new website. They went over website design brief and discussed timelines of fall launch
- c. CT Central Ave Sidewalk project – CT met with contractor and WSP. Projected to start end of August.
- d. CT/AC - Village Clothing, provide an update and samples have been ordered. AC to present options at next meeting.
- e. Commissioner Colbourne – wreath ordered
- f. Commissioner Colbourne – Flag poles with new flags and spreaders to be set up on office.

**New Business:**

- 11) **Comparative Income Statement:** August 12, 2025. Circulated.

MOVED/SECONDED by Commissioners Spinney/Baker that the COMPARATIVE INCOME STATEMENT updated on August 12, 2025, be approved.

- 12) **Ribfest Review:** CT presented budget and report on event. Approximately 15,000 people attended, which was an increase from last year’s event. Ribfest was well below allocated budget however still waiting on two vendor numbers.

- 13) **Provincial Woods Ban:** CT has received an overwhelming number of calls and emails. Residents are being referred to DNR for inquiries as the village was directed to not post signage, enforcing or monitoring. It is a provincial matter.

14) **Fales River Gate:** CT has been speaking with Fales residents, the County and Riley Peckford regarding the pump station gate. Received request from a resident to organize and host a meeting. The Commission acknowledged the concern and expressed willingness to attend a meeting if organized by the resident. However, as the matter pertains to private property, it falls outside the Commission's jurisdiction to authorize land use.

15) **AMANS Fall CONFERENCE:** Request to attend September 23 to 26, 2025. Information was sent to Commission. CT, Kerry Graham may attend conference, AC, Lindsay Ahearn, to cover office hours for the week.

16) **Contingency Fund for Emergencies:** Chairman Banks – Discussion of if fires, hurricanes, flooding, etc should occur in and around the community and what the Village can do to offer support now and going forward.

*A MOTION was MOVED/SECONDED by COLBORNE/GAUDET-FORBES that if an emergency situation arises the commission has authorized \$2500 in relief supplies, motion CARRIED*

17) **Soccer Field:** CT - Sod option in front of nets, non-slip coating on concrete (bandstand). Concerns regarding safety were raised in a meeting with the soccer club and CT about the goalie area and the bandstand concrete stage near the field. Public Works to add topsoil and sod to fix goal area when ideal weather permits. Waiting on quotes for a non-slip coating for the bandstand area. The Commission discussed the potential installation of hooks and a barrier fence across the front of the bandstand to prevent balls from entering the area during games. This measure aims to reduce the risk of players running onto the concrete surface in cleats, which has been identified as a slip hazard.

18) **Public Works Update:** Task list updated August 15, 2025 and circulated.

- Ribfest duties
- Vacation time (f/t 5 days each in July, f/t 7 days each in August)

MOVED/SECONDED by Commissioners COLBOUNRE/SPINNEY that the PUBLIC WORKS TASK LIST updated on August 15, 2025, be approved.

- 19) **Loaning Equipment Policy:** CT received a request to borrow the Village's portable stage for use at a private event. Commission discussed it and was not comfortable with loaning out Village equipment. CT presented a policy draft for discussion. Commission to provide feedback on draft for next meeting.
  
- 20) **Correspondence:** Amanda Belliveau – community ideas presented to Commission from a received email on July 28.
  
- 21) **Councilors' Comments:** none
  
- 22) **Commissioner Comments:** Chairman Banks noted an increased use on sidewalks by motorized equipment such as scooters, as well as bikes, along with use of motorized wheelchairs. Concerns of safety in not giving mobility aids the right of way.

Commissioner BAKER motioned to adjourn At 11:04am

The next Regular Commission meeting will be held on September 17th, 2025 at 9am.

  
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Brian Banks - Chairman

  
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Kerry Graham – Clerk-Treasurer