

LAWRENCETOWN VILLAGE COMMISSION
REGULAR MEETING MINUTES
November 3, 2008

COMMISSION

Troy Emmett – Chairman
Larry Powell – Vice Chair - Absent
Lynette Gilks
Diane Moore
David Spears

STAFF

Kelly Rice – Clerk/Treasurer
David Leonard – Superintendent Public Works

CHAIRMAN EMMETT called the meeting to order at 7:05 PM.

MINUTES:

Clerk/Treasurer read the minutes of the October 6, 2008 regular meeting of the Lawrencetown Village Commission. **Comm. Gilks moved to accept the minutes as read. Seconded by Comm. Spears. Motion Carried.**

BUSINESS ARISING FROM THE MINUTES:

1. Chairman Emmett stated that he was not seeing any further problems with the oil trucks parking on Hwy.# 1 at the intersection of Prince St.
2. Chairman Emmett stated that MFI Advertising would be here after the meeting with samples of the types of clothing available to the Commission.
3. Clerk/Treasurer stated that the Dept of Transportation would review the Village's request for a crosswalk on Hwy.# 1 at the Exhibition grounds.
4. Clerk/Treasurer had nothing to report with regards to the Wind Power project.
5. Comm. Spears asked that the Public Works Dept. try to temporarily repair the uneven sidewalk at the Village Office until it can be re-surfaced in the spring. The Commission agreed.

OLD BUSINESS:

Well Project Update

Superintendent of Public Works reported that the drilling on the new Production Well began on October 13th and was completed on October 18th. The pump was set and the well cleaned, and then on October 27th the 72 hour pump test began. After the completion of the pump test all the

required water samples were taken and shipped to Halifax for testing. The results should be ready within 7 – 10 days. The tender ad is in the Halifax paper for the Distribution Line which closes at noon on November 13th and we are still researching the SCADA System.

Public Works Update

Superintendent of Public Works reported on the following:

- painted lines on the sidewalks and Library parking lot
- repaired water leak outside residence on Main St.
- winterized lift stations
- winterized hydrants
- staff participated in GPS Training and First Aid Training
- upgraded safety gear

Village Website – Update

Clerk/Treasurer reviewed the different proposals and costs with the Commission. After a discussion, **Comm. Gilks made a motion to hire Mr. Webpage to develop and host the Village’s new website. Seconded by Comm. Moore. Motion Carried.**

Policy Development

Clerk/Treasurer reviewed the second draft of the Equipment & Labour Services Policy with the Commission which included the Commissioners amendments. After a brief discussion, **Comm. Moore made a motion to accept the Equipment & Labour Services Policy as amended and presented. Seconded by Comm. Spears. Motion Carried.**

Debit/Credit Card Access in the Office

Clerk/Treasurer asked that this item be tabled until next meeting. She is waiting for some feedback from other Municipal Units regarding their successes and failures with offering this service. The Commission agreed.

COMMITTEE REPORTS:

RECREATION – no report

ACTIVITIES/EVENTS PLANNING COMMITTEE

“Christmas in the Village” Event

- planned for Dec. 5, 2008 from 7 – 9 PM at the Youth Arena and surrounding grounds
- activities will include tree lighting, hay rides, skating, food, bon fire, visit from Santa etc.

- also in the plans is a “Home Decorating Contest”

New Initiative from NS Dept. of Seniors

- Clerk/Treasurer stated that the Dept. of NS Seniors has launched the “Positive Aging Fund” to encourage communities to support positive aging. She asked the Commission if they would like to look at filing an application. After a discussion, the Commission agreed.

Creation of “Lawrencetown Wall of Fame”

- Comm. Spears suggested that as a way of acknowledging community residents who have done something outstanding in/for the Village, that the Village could create a “Lawrencetown Wall of Fame”. He stated that it could be placed in the Library and hoped it would develop some tradition and pride in the community. After a discussion, the Commission agreed to proceed with this project and Comm. Spears volunteered to take the lead and organize the next steps.

ANNAPOLIS COUNTY COUNCILLOR REPORT

Chairman Emmett and the Commission congratulated Martha Roberts on becoming elected as the new County Councillor for District # 10.

Martha Roberts thanked the Commission and stated that she would be very interested in volunteering on the “Lawrencetown Wall of Fame” Project Committee.

FINANCIAL REPORT:

Comm. Spears made a motion to accept the Financial Report for October 2008 as presented. Seconded by Comm. Moore. Motion Carried.

NEW BUSINESS:

Computer Upgrade

Comm. Spears stated that more RAM should be added to the Village’s computer and a larger monitor should be purchased. After a discussion, **Comm. Gilks made a motion to upgrade the Village’s computer system, as recommended, to a maximum cost of \$400 (four hundred dollars). Seconded by Comm. Spears. Motion Carried.**

NUMBERS??????

Comm. Spears suggested a project be launched to collect some data from the local organizations/agencies to help track the number of users of the services in the Village. Some of the organizations/agencies he proposed collecting the data from could be:

Library
Recreation Programs
Swimming Pool
Arena

Seniors Programs
Village Office

After a discussion, the Commission agreed to make contact with these organizations/agencies to engage their support.

Staff Training

Clerk/Treasurer stated that the Superintendent of Public Works wished to attend a workshop on “Water Distribution System Corrosion Control” in Halifax on November 23 & 24. This workshop will also count as 1.2 CEU’s under his Certification Program. **Comm. Spears made a motion for the Superintendent of Public Works to attend this Workshop. Seconded by Comm. Gilks. Motion Carried.**

Environmental Conference – Annapolis Royal

Clerk/Treasurer asked if any Commissioner was planning on attending this Conference. After a discussion, there are no Commissioners available to attend.

Planning Strategy for Lawrencetown

Clerk/Treasurer stated that she had a request from a resident to possibly have water and sewer services extended to a rental unit to be located on their property. After reviewing the request, there was a discussion regarding a secondary planning strategy for Lawrencetown. This will be an ongoing project.

ADDITIONS:

1. Chairman Emmett stated that he would like to see the Commission recognize resident Michael Gillespie on his recent accomplishments. After a discussion, the Commission asked the Clerk/Treasurer to have a “Congratulations Certificate” made up for Michael, and the Commission would present it to him at the next meeting.

As there was no further business to discuss, Comm. Gilks moved to adjourn the meeting. The meeting was adjourned at 8:55PM.

COMMISSION CHAIRMAN

CLERK/TREASURER