

VILLAGE OF LAWRENCETOWN
REGULAR COMMISSION MEETING MINUTES
August 6, 2009

COMMISSION

David Spears – Vice Chair
Lynette Gilks
Dianne Moore

STAFF

Kelly Rice – Clerk/Treasurer

VICE CHAIR SPEARS called the meeting to order at 7:00PM.

MINUTES:

Clerk/Treasurer read the minutes from the June 4, 2009 Commission Meeting. **Comm. Gilks moved the minutes be adopted as read. Seconded by Comm. Moore. Motion Carried.**

BUSINESS ARISING FROM JUNE 4, 2009 MINUTES:

- a) Comm. Spears asked if the garbage problem at 455 Main St. had been taken care of. Clerk/Treasurer stated yes.
- b) Comm. Spears asked if the new sweeping machine was working well. Clerk/Treasurer replied yes.
- c) Comm. Spears asked if a formal request had been received by Mr. Harlow for connection to the Village's water system. Clerk/Treasurer stated that no request had been received to date.
- d) Comm. Spears asked why extra help was required in Public Works. Clerk/Treasurer stated that the extra help was brought in to help with the mowing because the regular public works employees were tied up with the installation of culverts on the trail.

Comm. Spears stated that he and Comm. Gilks attended the "Battle of Normandy" Ceremony held by the Legion at the Cenotaph and felt it was a beautiful ceremony.

Clerk/Treasurer read the minutes of the Budget Meeting held on June 4, 2009. **Comm. Moore moved the minutes be adopted as read. Seconded by Comm. Gilks. Motion Carried.**

Clerk/Treasurer read the minutes of the Special Meeting held June 18, 2009. **Comm. Gilks moved the minutes be adopted as read. Seconded by Comm. Moore. Motion Carried.**

OLD BUSINESS:

Well Project Update

Clerk/Treasurer read a report from the Superintendent of Public Works:

- SCADA System is 90% hooked-up and should be complete within the next 2 weeks

- Pump in PW3 was turned on but the gasket in the pitless adaptor was leaking. The well drilling company was called and will be in to replace the gasket later this week
- new flow meter had water in it and had to be dried out; it is working but will be assessed for any permanent damage

Public Works Report

Clerk/Treasurer read a report from the Superintendent of Public Works

- streets were scraped and Dept. of Transportation's street sweeper is cleaning the streets this week
- marking out curb stops
- repaired water leak on Fitch Rd.
- water leak on private property at 92 Lawrencetown Ln. Property owner has repaired the leak
- quarterly water tests
- repaired water meters
- renovations on PW office to prepare for SCADA System
- swept out Youth Arena
- worked on trail
- patching was done and priced out new sidewalk to be done after Exhibition week
- painted lines in parking areas around the Village
- leveled rock and gravel around the new well

Destination Southwest Nova Scotia Guide

Clerk/Treasurer showed the Commission a copy of the guide and the Lawrencetown ad. The Commission were pleased with the publication.

Annapolis County Community Guide

Clerk/Treasurer showed the Commission a copy of the guide and the Lawrencetown ad. The Commission were pleased with the publication.

ADDITIONS:

1. Comm. Gilks stated that she had received some concerns regarding the new water bills.
 - could there be a balance amount on the top of the bill
 - there was no due date on the bill
 - could the print be larger
 Clerk/Treasurer stated the "DUE DATE" was an oversight and has already been corrected, and with regards to the other concerns, she will work to have them corrected by the next billing date.

FINANCIAL REPORT:

Clerk/Treasurer stated that with the change-over to the new software, the input of data is not complete and she was not able to provide a statement this month. The Commission will receive updated statements as soon as they are available. Clerk/Treasurer also stated that the auditors required a motion to write-off delinquent accounts for the year end. The Commission reviewed

the auditors list, **Comm. Gilks moved to write-off the delinquent accounts as recommended by the auditor. Seconded by Comm. Moore. Motion Carried.**

COMMITTEE REPORTS:

Recreation

No report available.

Annapolis County Councilor

No report available.

Activities & Events Planning Committee

Comm. Spears asked if anyone was familiar with the "Saltscapes" Magazine. He stated that it was a high quality publication and would like to see if they would do a feature on Lawrencetown. After a discussion, the Committee will follow-up on this project.

Pool Committee

Comm. Spears stated that they are having a good season. The programs are well attended and they had a very successful swim-athon to raise funds.

CORRESPONDENCE:

1. Clerk/Treasurer read a letter from the Utilities and Review Board concerning proposed changes in water rate hearings. After a brief discussion, the Commission asked the Clerk/Treasurer to provide them with copies of the letter and to contact other municipal units to get a feeling of how they feel about the proposed changes. This issue will be discussed again at the September meeting.
2. Clerk/Treasurer read a letter from the Annapolis County Municipal Clerk regarding the reporting of dangerous and unsightly premises. After a discussion, the Commission asked the Clerk/Treasurer to contact the CAO for more clarification.
3. Clerk/Treasurer read a letter from A. Worthen, Annapolis County Trails Society.
4. Comm. Spears read an e-mail from Dept. of Transportation regarding the installation of a concave mirror at the intersection of Prince St. and Hwy. # 1. They would consider this solution if the Commission was willing to take responsibility for the total cost of the mirror and the installation. After a discussion, Clerk/Treasurer will get more information for the next meeting.

NEW BUSINESS:

Quotes for Public Works Truck

Clerk/Treasurer presented two quotes for a new truck for the Public Works Dept. After a discussion, this issue was tabled to the September meeting when a full Commission would be present.

As there was no further business to discuss, Comm. Gilks moved to adjourn the meeting. The meeting adjourned at 9:10PM.

COMMISSION CHAIRMAN

CLERK/TREASURER