

LAWRENCETOWN VILLAGE COMMISSION
REGULAR MEETING MINUTES
April 12, 2021

COMMISSION

Brian Reid – Chair

Jane Baskwill

Sean Ebert- Sends regrets

Laura McLarnon

Vernon Gaudet

STAFF

Jeff Hurlburt-Supt. PW

Melissa Roscoe- Clerk/Treasurer

CHAIRPERSON Reid called the meeting to order at 7:03PM.

MINUTES:

Comm. McLarnon moved the minutes for March 8, 2021 be accepted as presented. Seconded by Comm. Baskwill. Motion Carried.

BUSINESS ARISING FROM MINUTES:

- Blinds have been purchased & installed
- Melissa is all moved into the new office.
- Elevator passed inspection
- Salt run was completed
- Members of the Commission had a conference call with Clare Robinson, what they are looking for is land that is not used. The Village is not in a position to have this land untouched. Clare was going to look at our forestry management plan and give us feedback.

OLD BUSINESS:

- None

ADDITIONS:

FINANCIAL REPORT: March 2021

Comm. Baskwill made a motion to accept the Financial Statements for March 2021 as presented. Seconded by Comm. Gaudet. Motion carried.

COMMITTEE REPORTS:

PW Committee:

- Moderna clinic was scheduled for Apr 27-29 but has been pushed back by 2 weeks.
- Pfizer clinic is scheduled for May 4-6
- We will need to get a blind for Melissa's office partition window.

- Tower 4 assembly should begin in May and completed in early summer
- 1 heat pump is installed and operational at the PW building, 2nd one is installed but is waiting on lag bolts and HVAC.

Public Works: Supt. of PW gave his report. (see attached)

Economic Development Committee: No report available

Audit Committee: No Report available

HR Committee: No report available

Recreation: No report available

Annapolis County Councilor Report:

- No report available

Website:

- Website is coming together.

NEW BUSINESS:

1. Water Connections-

- 579 Main Street-Based on Mr. Leonard's representation the Village will be able to supply water/wastewater to this property. Application will need to be submitted by the property owner.
- Winemakers-Water can be supplied, wastewater grade might not be sufficient. We will need to go down to scope.
- Deboer-Water/wastewater can be supplied; new owners haven't contacted the Village yet. An application will need to be submitted before we proceed.

2. Scada Renewal

Comm. McLarnon made a motion to proceed with the renewal of the Scada agreement through Britech in the amount of \$822.75 + HST. Seconded by Comm. Gaudet. With Comm. Reid abstaining the motion was carried.

- ### 3. Physician Recruiting Meeting-
- Comm. Reid will reach out to the community to see if anyone would like to attend.

- ### 4. Water shut off-
- We had a property owner that did not pay bill, water was shut off and the Village was contacted by the tenant. Emails were exchanged back and forth with the property owner and we were told the property had been sold and the new owners would be in to pay the bill on Monday. Water service was restored. If this is to happen again we will be requesting pre-payment on the account.

5. Old file cabinets-Mr. Illsley will take them if nobody else would like them.
6. Garbage Box-We need to look at getting a garbage box for the clinic/pharmacy so they can put their garbage out.

**Comm. Gaudet made a motion to build a garbage box for the pharmacy/clinic.
Seconded by Comm. McLarnon. Motion Carried.**

7. County Community Guide-Looking for pictures and a write up for the Village. Comm. McLarnon would be willing to take some photos.
8. Village Rate- We will not be increasing the Village Rate for 2021/22

**Comm. McLarnon made a motion to not increase the Village rate for 2021/22.
Seconded by Comm. Baskwill. Motion Carried.**

9. Cleaners- Commission is in agreement to bring in cleaners to do a thorough clean of the clinic.

CORRESPONDENCE:

None

COMMENTS/QUESTIONS FROM THE PUBLIC:

- At the next AGM would it be possible to do a Mi'kmaq land acknowledgement. Yes.
- There is a massage therapist interest in an office at the clinic.

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


COMMISSION CHAIR


CLERK/TREASURER

Superintendent Report for: April 2020

- 1. Water Utility Test reports:** All test reports have come back within acceptable limits. The Village Annual Water Report has been sent to NSE for review. All 1st quarter tests were completed as required. Manganese sampling errors by lab on first sample showing exceedingly higher than acceptable limits for content. Samples were retaken and sent for analysis and results came back that are as expected and within limits from our water infrastructure.
- 2. Waste Water Test Reports:** 1st Quarter test results have come back within acceptable limits. 2nd quarter samples will be taken within the next 2 months as per DOE guidelines.
- 3. Water Utility Infrastructure:**
 - a. Current overnight flows are as low as 0 GPM. But we are typically running around 5 GPM, overnight flows seem to vary quite frequently. High consumption notices have been sent out with the latest water bill to residents.
 - b. 4th Quarter water meter readings have been completed. A couple water meters have already been replaced or repaired and the remaining water meter replacements will be scheduled in the upcoming weeks.
 - c. The new chlorine pump has been installed at the reservoir and is working optimally at regulating the chlorine content being injected into the reservoir.
 - d. Hydrant flags have been removed and stored.
- 4. Waste Water Utility Infrastructure:**
 - a. Regular maintenance at the UV building to keep the UV lighting system working at an optimal level.
 - b. Manhole cover had to be replaced at 83 Lawrencetown Lane.
- 5. Facilities:**
 - a. All facilities are in good working order.
 - b. Water heater in the PW building had a large leak and needed to be replaced. Repairs were completed in house.
 - c. Garbage removal at the medical center as required.
 - d. Winter locating stakes have been removed from the water and wastewater utilities.

- e. Library furnace repairs were completed by Merit Heating, furnace required a new filter and nozzle.
- f. Well #3 has had areas expansion foamed to stop mice from entering the building.
- g. Heat pump covers picked up for new heat pumps at the PW building. 1 heat pump has been installed and hopefully this weekend the 2nd will be installed.

6. Village Equipment:

- a. Cleaning and painting of the winter equipment has begun in preparation for spring clean-up.
- b. Ford Ranger Box removed and rusted sections removed and box rebuilt in preparation for MVI requirements. Box is now been reinstalled on the Ranger.
- c. All village equipment is in the process of being undercoated to help prolong lifespans of the equipment
- d. All other equipment is in good working order.

7. Sidewalks and Streets and Grass

- a. Snow removal was minimal throughout the month of March.
- b. Garbage pickup around town has been completed as needed around town. Sidewalk Clean-up will commence this week.
- c. Calls placed to County Waste Management and Bi-Law offices in regards to the unsightliness of Station Rd and Sunvalley St. Bi-Law enforcement are looking into what can be done in regards to the amounts of garbage in the ditches and on the properties, as well as Waste Management is hopefully sending staff to clean up ditches along Station Rd.

8. Miscellaneous

- a. Annual MPWWA training seminar has been rescheduled for May 18-19, the seminar will be on online only event this year.

Report submitted by: Jeff Hurlburt, April 9, 2021