

LAWRENCETOWN VILLAGE COMMISSION
REGULAR MEETING MINUTES
January 10, 2022

COMMISSION

Brian Reid – Chair
Jane Baskwill
Sean Ebert

Laura McLarnon
Vernon Gaudet

STAFF

Jeff Hurlburt-Supt. PW

Melissa Roscoe- Clerk/Treasurer

CHAIRPERSON Reid called the online meeting to order at 7:00PM.

MINUTES:

Comm. Gaudet moved the minutes for December 13, 2021 be accepted as read. Seconded by Comm. Baskwill. Motion Carried.

BUSINESS ARISING FROM MINUTES:

- None

OLD BUSINESS:

- Sierra tires have been installed, total cost was \$1110.90.

FINANCIAL REPORT: December 2021

Comm. McLarnon made a motion to accept the financial statements for December as presented. Seconded by Comm. Baskwill. Motion Carried.

COMMITTEE REPORTS:

PW Committee:

- Vaccine clinics happening every Monday & Wednesday for the next 3 weeks
- Elevator reset instructions have been posted in the lockbox.
- Power outages caused low temperatures in the buildings

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: County Councilor gave his report (see attached)

Website:

- New website is running. Melissa will reach out to Robyn if any issues arise.

NEW BUSINESS:

1. Smart Tags-Looking to purchase smart tags with panic buttons on them, they would also be able to locate lost keys or any items (such as the generator) if they were stolen.

Comm. McLarnon made a motion to purchase 8 smart tags for approximately \$200.00+HST. Seconded by Comm. Ebert. Motion Carried.

2. Housing- The Village is aware of the housing crisis within the province. We will put a call into to our MLA to find out what the parties/gov't positions are on this issue.

CORRESPONDENCE:

- Community Health Board-Letter regarding the healthy school food program.

COMMENTS/QUESTIONS FROM THE PUBLIC:

- **None**

As there was no further business to discuss, Comm. Ebert moved to adjourn the meeting. The meeting adjourned at 7:46PM.


COMMISSION CHAIR


CLERK/TREASURER

Superintendent Report for: January 2022

- 1. Water Utility Test reports:** All test results came back within acceptable limits. Required annual testing has all been completed and annual report compilation will commence in the upcoming days as time permits in order to be completed by April 1st deadline.
- 2. Waste Water Test Reports:** Annual wastewater report number compilation will be completed in the next week and report will be sent off to the DOE before the end of the month. No testing has been performed yet for 2022. All testing for 2021 was completed with minor issues in the last quarter due to the UV lighting system not working at optimal levels.
- 3. Water Utility Infrastructure:**
 - a. Current overnight flows are down to 4.1 GPM.
 - b. Water meters have been read for the 3rd quarter. A number of meters have been noted for replacement due to inaccurate or no readings at the reader.
- 4. Waste Water Utility Infrastructure:**
 - a. Waste water infrastructure is in good working order.
 - b. Routine cleaning at the WWTP UV building.
 - c. There was one power outage in the last month that did not require the generator to be used. Lift stations were checked and all operating normally.
- 5. Facilities:**
 - a. All facilities are in good working order.
 - b. We have been working in the PW building to strip the carpet and flooring in the conference room. Old carpet removed and we are now working on stripping the old tile flooring.
- 6. Village Equipment:**
 - a. All of the village equipment is in good working order.
 - b. MVI inspection is due next month on the Topkick.
 - c. Oil change has been performed on the John Deere.
 - d. All vehicle plates have been renewed.

- e. All equipment has been greased and checked over for winter.
- f. A hydraulic cylinder for the John Deere snow equipment was sent out for repairs as well as a hydraulic line needed repairing.
- g. Drive shaft bearings on the John Deere have been replaced. As well as the LED roof lighting was in need of wiring repairs.
- h. Sierra has had its maintenance done at the dealership as required.

7. Sidewalks and Streets and Grass

- a. Removal of snow has been completed as needed so far this season. Salt/sanding has been done to keep the sidewalks safe for village residents.
- b. Storm drains have been cleared of leaves as needed for the frequent rain that we've been receiving.
- c. Garbage has been picked up around town as necessary.

Report submitted by: Jeff Hurlburt, January 6, 2022

County Councillor- Jan 2022

Pretty quiet over Christmas, the December meeting was in large part routine

There is an upcoming discussion about Raven Haven Park facilities and whether they should be downgraded. There are also some plans in the works to move county staff to Annapolis Royal. I neglected to mention this last month. Some efforts have been made to ensure the building in Lawrencetown does not sit empty but nothing is finalized.

Very little out of the routine agenda at COTW this month however we are holding special COTW meetings on County Wide Planning Jan 13th @ 1pm; Fire Services, Accessibility, and Raven Haven Park, Jan 25th @ 10am and Bridgetown area rate, Jan 26th @ 10am

Today I, and the rest of the Council, met with the Honorable Jill Balser, MLA for Digby-Annapolis and Minister of Labour Skills and Immigration, MLA Carmin Kerr and MP Chris D'Entremont Deputy Speaker of the House. The meeting where general meet and greets the first in steps of getting to know each other.