

**LAWRENCETOWN VILLAGE COMMISSION  
REGULAR MEETING MINUTES  
June 14, 2021**

**COMMISSION**

Brian Reid – Chair

Laura McLarnon

Jane Baskwill- Sends regrets

Vernon Gaudet

Sean Ebert

**STAFF**

Jeff Hurlburt-Supt. PW

Melissa Roscoe- Clerk/Treasurer

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

**MINUTES:**

**Comm. McLarnon moved the minutes for May 10, 2021 be accepted as amended. Seconded by Comm. Gaudet. Motion Carried.**

**BUSINESS ARISING FROM MINUTES:**

- None

**OLD BUSINESS:**

- None

**ADDITIONS:**

**FINANCIAL REPORT: May 2021**

**Comm. McLarnon made a motion to accept the Financial Statements for May 2021 as presented. Seconded by Comm. Gaudet. Motion carried.**

**COMMITTEE REPORTS:**

PW Committee:

- Vaccine clinics have been ongoing, approximately 1300-1400 doses have been administered. Second dose guidelines have been reduced from 105days to 77 and then again down to 56.
- Tower 4- Construction is underway, 6 sections have been built leaving 3 left to be completed. 3 of the sections have been brought up the mountain. Crane operator has been up and measured, he will need 1 week notice to be available.
- Library heat pump is being installed. Old furnace has been removed and all oil tanks have been removed from Village property.

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: Pool is planning to open for the season

Annapolis County Councilor Report:

- The county has closed the West Paradise transfer facility, and all waste is now going through the Lawrencetown transfer facility owned by Valley Waste. We are hoping this will result in a marginal cost saving.
- The county plans on holding a special council session sometime in the next few weeks to deal with the grants derived from our Community Grants Policy. This is a bit later this year than is normal
- County internet is moving ahead with the expectation that connections should begin in June with project completion in September
- The county received a Letter from Brendan Maguire, Minister of Municipal Affairs. The province is required to notify us of an increase in county expenditure as a result of Provincial activities. The Accessibility act mandates a number of things that will increase our costs both operationally and with capital costs. The accessibility act mandates actions to be taken by 2030.
- The province is also changing the Library funding formula which will increase Library funding across the province by about 2 million dollars in 2022/23
- Very regrettably the county has been required to close the Basinview Centre in Cornwallis Park and the indoor pool/YMCA in the facility due to an inability to get Insurance on the building.
- I believe the county is going to discontinue fees associated with the Kayak, Canoe and stand-up paddleboard rentals from Queen Elizabeth Jubilee Park in Bridgetown in an effort to increase usage. This is coming up in the Council meeting tomorrow so it has not been approved yet but I think there is a good chance it will happen

Website:

- In progress

## NEW BUSINESS:

1. Canada Day-Department of Canadian Heritage is in need of a decision for our Canada Day Celebrations. Commission is in agreement to cancel the event for 2021.

**Comm. McLarnon made a motion to cancel Canada Day Celebrations and return the funding to the Department of Canadian Heritage. Seconded by Comm. Ebert. Motion carried.**

2. Insurance-There has been a major increase to our insurance premiums this year. We have had no liability claims and minor property claims over the years so we were looking at increasing our deductibles with a hope of a decrease in premiums. This was not the case and we feel we should go to the market. Comm. Reid has spoken with 2 companies and they are willing to quote on our policies.

**Comm. Gaudet made a motion to go to market for insurance quotes. Seconded by Comm. Ebert. Motion carried.**

3. Credit Union Voting-Valley Credit Union, East Coast Credit Union and Teachers Credit Union are looking to amalgamate. Melissa will vote on behalf of the Village, we will need 3 Commissioners to sign the voter authorization form.

**Comm. McLarnon made a motion to vote for non-amalgamation. Seconded by Comm. Gaudet. Motion carried.**

## CORRESPONDENCE:

None

## COMMENTS/QUESTIONS FROM THE PUBLIC:

- None

As there was no further business to discuss, Comm. McLarnon moved to adjourn the meeting. The meeting adjourned at 7:47PM.

  
COMMISSION CHAIR

  
CLERK/TREASURER

## Superintendent Report for: June 2021

1. **Water Utility Test reports:** All test reports have come back within acceptable limits. 2<sup>nd</sup> Quarter Corrosion control and Manganese samples have been taken including our well head samples and results are back within the limits, except an abnormality at COGS. COGS is still showing a source of Manganese which is unlikely to be from our wells or infrastructure. Alternate samples will be taken in the 3<sup>rd</sup> quarter and submitted to a different lab for confirmation of results we are currently receiving.
2. **Waste Water Test Reports:** 2<sup>nd</sup> Quarter tests have come back within the acceptable limits. The coliform count was a little higher than expected but still falls within the parameters for the village system set by the DOE.
3. **Water Utility Infrastructure:**
  - a. Current overnight flows are around 4.1 GPM.
  - b. We still have one water meter to be replaced based on last quarter's water meter readings.
  - c. A new water lateral has been installed on Prince Street.
  - d. Village residents have been performing repairs to their water lines and have required their laterals to be shut down for the work to be completed.
4. **Waste Water Utility Infrastructure:**
  - a. Regular maintenance at the UV building to keep the UV lighting system working at its current optimal level. 1 bulb was in need of replacement as well as the quartz tube.
  - b. One of the ballasts for the UV lighting system had to be replaced as it would not allow all the lights to be on concurrently. Replaced ballast and everything is now working normally.
  - c. A new wastewater lateral has been installed on Prince Street.
  - d. Grass has been cut at the WWTP to keep maximum air flow over the ponds. It will need to be done again in the near future.
  - e. Vacuum gauge at the river lift station for pump #2 was replaced due to it being inoperable.
  - f. Pump # 2 at the River Lift Station was also disassembled due to excessive run times and a rag was removed from the impeller and interior cavities. Pump is now working at its optimal run times again.

- g. The new wastewater pump has arrived for the Lift Station on the #1. Excavating and new conduit installation will be scheduled for the near future.

**5. Facilities:**

- a. All facilities are in good working order.
- b. Garbage collection has been done at the medical center as required.

**6. Village Equipment:**

- a. All equipment is in good working order and has been properly serviced and catalogued for future reference.
- b. Painting of the New Holland has been completed. Next up on the repair list is the Ranger front fenders.
- c. Kubota blades have been sharpened and the belt checked for abnormal wear. All seems OK.
- d. Fall arrest equipment has had its annual inspection.

**7. Sidewalks and Streets and Grass**

- a. Garbage has been picked up from cans & around the village.
- b. Grass has been cut around town as needed. Grass around village infrastructure near boat launch, around WW lift stations, as well as at the village fire hydrants is still in need of trimming.
- c. Sidewalk repairs have been completed around town. Excavating, refilling, and paving have all been completed early this year to avoid the summer heat.
- d. Topsoil has been laid and seeded at various locations where repairs have been done over the last few years.

**8. Miscellaneous**

- a. Brian and I attended the MPWWA seminar online and received our CEU credits.
- b. Class A pile has been restocked as needed after sidewalk excavations.
- c. 3 sections of the new tower have been moved up to the South Mountain and more will be moved in the near future.

**Report submitted by:** Jeff Hurlburt, June 14, 2021