

**LAWRENCETOWN VILLAGE COMMISSION
REGULAR MEETING MINUTES
September 13, 2021**

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 meeting to order at 7:00PM.

MINUTES:

Comm. McLarnon moved the minutes for July 12, 2021 be accepted as presented. Seconded by Comm. Ebert. Motion Carried.

BUSINESS ARISING FROM MINUTES:

- Padlock on garbage cans needs lubricant
- Mercury spill kit was purchased and spill has been cleaned up.
- Tower 4 is up, waiting on replacement parts.

OLD BUSINESS:

- None

ADDITIONS:

FINANCIAL REPORT: June, July & August 2021

Comm. Gaudet made a motion to accept the financial statements for June, July & August as presented. Seconded by Comm. Baskwill. Motion Carried.

COMMITTEE REPORTS:

PW Committee:

- Tower 4 generator, lights & solar panels have arrived. Tower is up and the metal on the shed is almost done.
- Lift station conduit has been run and Ben has put the fittings in the panel. Pump is ready to go into the pit.
- Staff courses are due to be renewed soon.

- Comm. Reid was down to assess the tree by the river, it has already fallen in, hopefully the ice flows during winter will move it off to the side.
- There is a meeting scheduled with NS Health. We have also had a physiotherapist interested and are still in talks with a nurse practitioner.
- Elevator repairs were completed today.
- LCDC has had members coming and going.

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

Comm. McLarnon moved to purchase a hydrometer to be able to check levels on the JCB. Seconded by Comm. Gaudet. Motion Carried.

Economic Development Committee: No report available

Audit Committee: No report available

HR Committee: No report available

Recreation: No report available

Annapolis County Councilor Report:

- There have been many in camera meetings regarding litigation.
- Working on planning issues
- Creating a committee for the CAO review

Website:

- In progress

NEW BUSINESS:

1. Parking Signage- We will need to purchase some signage for the library/ health center parking lot, specifically 1 hour parking and loading zone only.

Comm. McLarnon moved to obtain signage for parking lot management. Seconded by Comm. Baskwill. Motion Carried.

2. LASA- Would like to send out a flyer in our water bills. Commission is in agreement as long as all supplies are provided.
3. Wild Parsnip Concerns-There has been a lot of wild parsnip located in the Village. Cleanup would be a provincial (NS agriculture) responsibility. Will check if it is on the noxious weed list. Clerk will post on FB and Comm. Baskwill will contact the school to educate the kids.
4. New Stat Holiday- Truth and reconciliation day. Brian will reach out to municipal affairs.

5. Library Wi-Fi extension- Comm. Reid will reach out to the coordinator.
6. AGM- We will wait to see if the province moves into phase 5 on September 15.
7. COVID Polices- Commission will need to have an HR meeting to discuss various scenarios and make guidelines for staff.

CORRESPONDENCE:

- The Confederacy of Mainland Mi'kmaq-Dept. of Governance

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 8:50PM.

Next meeting will be Monday October 18, 2021 due to the Thanksgiving holiday.


COMMISSION CHAIR


CLERK/TREASURER

Superintendent Report Presented in September

1. **Water Utility Test reports:** All test reports have come back within acceptable limits. Our Trihalomethane/Bromodichloromethane (THM/BDM), Annual Lead tests within system and 7 of the 20 random samples from residents, Halo Acetic Acids (HAA), and Quarterly Corrosion Control samples were completed and all results came back within Health Canada's acceptable limits.

The village Annual Monitoring Plan for 2022 will need to be updated to include the new standards for Copper and Lead sampling before being submitted to NSE prior to October 1st.

There was a minor sampling issue due to the location of where the sample was taken that required some correspondence with NSE in July but there were no issues with the water quality during the time of the sampling issues.

2. **Waste Water Test Reports:** Quarterly WW test have been completed for the 3rd quarter and came back well within acceptable limits.

3. Water Utility Infrastructure:

- a. Current overnight flows are at approximately 9 GPM. Overnight flow checks will need to be done in order to check for the location of a possible leak in the near future.
- b. One water leak was found and repaired by a village resident during the last 2 months on the far west end of the #1.
- c. Annual main line blow offs and hydrant flushing were performed in July without any major incidents.
- d. Another new water lateral and wastewater lateral were installed on the west end of town.
- e. Trimming around the old Reservoir is in the process of being 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.
- b. Grass has been cut at the WWTP, & the banks around the lagoons have been cut.
- c. Loomer's were in this morning to perform our annual cleaning to the Lift Station pits.

- d. The conduit has been installed for the new lift station pump to be installed at the Lift Station on the #1.

5. Facilities:

- a. Work at Tower #4 location as requested including back filling, conduit installation, leveling of area, supply deliveries, etc.
- b. There was a minor flood in the community hall again due to exceedingly heavy rains.
- c. All facilities are in good working order.

6. Village Equipment:

- a. The floor in the John Deere has been replaced and painted. Also the John Deere has been undercoated to help prevent future rusting.
- b. The old lawn mower is in the process of being restored to a working condition.
- c. The JCB Backhoe had an electronic part failure that caused the JCB to be inoperative for a week but once repaired was found to be under warranty and at no cost to the village.
- d. The Top Kick required some minor repairs to the exhaust as it had become disconnected and quite loud.
- e. All other equipment is in good working order.

7. Sidewalks and Streets and Grass

- a. Trees and brush along parts of the sidewalk have been trimmed back for better access with John Deere during winter. There are still a few areas that need addressing.
- b. Garbage has been picked up from cans & around the village when required.
- c. Grass has been cut around town as needed. Grass around village hydrants, village infrastructure near boat launch, and around WW lift stations has also been trimmed.
- d. Storm drain debris has been kept clear from the covers in order to allow proper drainage for storm water.

Report submitted by: Jeff Hurlburt, 13 September 2021