

**LAWRENCETOWN VILLAGE COMMISSION  
REGULAR MEETING MINUTES  
January 8, 2024**

**COMMISSION**

Brian Reid  
Jane Baskwill  
Sue Littleton-Sends regrets

Laura McLarnon  
Vernon Gaudet

**STAFF**

Melissa Roscoe- Clerk/Treasurer  
Walter Illsley-Supt. of PW

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

Mi'kma'ki land acknowledgement read

**MINUTES:**

**Comm. McLarnon moved the minutes for November 20, 2023 be accepted as read. Seconded by Comm. Gaudet. Motion Carried.**

**BUSINESS ARISING FROM MINUTES:**

- Christmas in the Village was very well attended, lots of chili & hot dogs served.

**OLD BUSINESS:**

- None

**FINANCIAL REPORT: November 2023**

**Comm. Gaudet made a motion to accept the financial statements for November 2023 as presented. Seconded by Comm. McLarnon. Motion Carried.**

**COMMITTEE REPORTS:**

PW Committee:

- Aaron Grant has been hired permanently as of December 14, 2023
- Physcotherapist/hypnotherapist starting Feb 1, 2024
- Land Use By-Law public hearing will be Jan 18, 2024 at the County Office
- PWA designation is still in the works with the Province.
- Looking into pricing for solar crosswalk lights & sidewalk grates for accessibility

Public Works: (See attached)

Economic Development Committee: No report available

Audit Committee: No report available

HR Committee: No report available

Recreation: Rink is busy, skating lessons are full and shinny hockey is running in the evenings.

Website: Good

**NEW BUSINESS:**

1. None

**CORRESPONDENCE:**

- None

**COMMENTS/QUESTIONS FROM THE PUBLIC:**

- A resident with mobility issues is concerned that the sidewalks leading to COGS are uneven, cracking and not wide enough for a wheelchair. PW will assess sidewalks.

As there was no further business to discuss, Comm. McLarnon moved to adjourn the meeting. The meeting adjourned at 7:34PM.

  
COMMISSION CHAIR

  
CLERK/TREASURER

## Superintendent report for November 21, 2023 to January 8, 2024

1. Water utility test reports:
  - a. All weekly tests have come back within the acceptable limits.
  - b. Quarterly water tests have been completed and came back within the acceptable limits.
  
2. Water utility infrastructure:
  - a. Current overnight flows are at 10.1 GPM. A number of users had higher than normal usage when the meters were read recently, possibly contributing to our overnight flow.
  - b. All hydrants have antifreeze in them.
  - c. Had a water main break near 334 Carleton Road. Replaced 4' of pipe.
  - d. Removed two trees that fell across the reservoir road.
  - e. One water main end is blown off each week.
  
3. Waste water utility infrastructure:
  - a. Ran the 3-phase generator for the lift stations during three power outages.
  - b. Loomer's cleaned the three lift stations.
  
4. Facilities:
  - a. Stairwell wall in clinic repair is ongoing.
  - b. Steel installation on the chlorination plant roof is ongoing.
  - c. Installation of new deadbolts and padlocks is underway.
  
5. Village equipment:
  - a. Installed a new battery in the Sierra.
  - b. Had hooks welded on the buckets of the JCB.
  - c. Made and installed a remote control for the drop spreader.
  - d. New fuel lift pump installed on the New Holland.

- e. Installed a flashing amber light on the 3-phase generator.
  - f. Lined the chute on the New Holland blower with Teflon.
  - g. Installed new agitator springs in the drop spreader.
  - h. All other village equipment is in good working order.
6. Sidewalks, streets and grass
- a. Litter is picked up around the village on a daily basis.
  - b. We cut the poplar tree in front of the village office down.
  - c. Two sections of sidewalk and one spot on the road were patched.
  - d. Storm gutters and catch basins are kept clear of debris.
7. Miscellaneous
- a. Put up a Christmas tree in front of the village office.
  - b. Did hay wagon rides at Christmas in the Village.
  - c. Arron Grant became a permanent employee on December 14, 2023.

**Report submitted by:** Walter Illsley, January 8, 2024