

**LAWRENCETOWN VILLAGE COMMISSION  
REGULAR MEETING MINUTES  
February 12, 2024**

**COMMISSION**

Brian Reid  
Jane Baskwill  
Sue Littleton

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 January 8, 2024 be accepted as read. Seconded by Comm. Littleton. Motion Carried.**

**BUSINESS ARISING FROM MINUTES:**

- None

**OLD BUSINESS:**

- None

**FINANCIAL REPORT: December 2023 & January 2024**

**Comm. Baskwill made a motion to accept the financial statements for December 2023 & January 2024 as presented. Seconded by Comm. Gaudet. Motion Carried.**

**COMMITTEE REPORTS:**

PW Committee:

- The physician has started at the clinic
- OHPR Funding has been renewed-\$22,020
- Massage therapist will be moving to full time hours in March
- We are looking to apply for an accessibility grant for solar powered crosswalks & truncated domes. The grant could cover up to 66% of these costs.

**Comm. McLarnon made a motion to submit an application for funding. Seconded by Comm. Gaudet. Motion Carried.**

Public Works: (See attached)

Economic Development Committee: No report available

Audit Committee: No report available

HR Committee: No report available

Recreation: No report available

Website: Good

#### **NEW BUSINESS:**

1. Clinic Office Furniture

**Comm. McLarnon made a motion to ratify office furniture (chairs & keyboards) purchases in the amount of \$1632.30 including HST. Seconded by Comm. Baskwill. Motion Carried.**

2. JCB Repairs

**Comm. McLarnon made a motion to ratify the JCB repairs in the amount of \$3392.50 including HST. Seconded by Comm. Littleton. Motion Carried.**

3. Scada Renewal

**Comm. Gaudet made a motion to approve the Scada renewal in the amount of \$946.16 including HST. Seconded by Comm. Baskwill. With Comm. Reid abstaining, Motion Carried.**

4. Sidewalk review- The sidewalk leading to COGS is in good shape, the walkway on COGS property is in need of repair.

5. LUB Hearing-There was a large opposition population that attended. Seemed to be a lot of misunderstanding within the public.

#### **CORRESPONDENCE:**

- ANSV-Proposal for addition of admin staff

#### **COMMENTS/QUESTIONS FROM THE PUBLIC:**

- A resident inquired as to where information about the different practices in the health center can be obtained. We are working on a clinic website to post biographies and information.

As there was no further business to discuss, Comm. McLarnon moved to adjourn the meeting. The meeting adjourned at 7:45PM.

  
COMMISSION CHAIR

  
CLERK/TREASURER

## Superintendent report for January 8, 2024 to February 12, 2024

1. Water utility test reports:
  - a. All weekly tests have come back within the acceptable limits.
2. Water utility infrastructure:
  - a. Current overnight flows are at 10.1 GPM.
  - b. One water main end is blown off each week.
  - c. Fire hydrants are kept clear of snow.
  - d. Changed 1 water meter.
  - e. Repaired a defective lateral valve on the Fitch Road.
3. Waste water utility infrastructure:
  - a. Removed a large piece of fabric from one of the river hill lift station pumps.
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 is ongoing.
  - d. Valley Alarms came and tested the alarm system at the Library.
  - e. Installed 2 new locks on the exam room doors.
5. Village equipment:
  - a. Installed a new battery in the New Holland.
  - b. Had the JCB repaired, problems with the DEF sensor.
  - c. Installed new rubber base on the sander.
  - d. Had 300 hour service performed on the Kubota.
  - e. Installed new flashing light on the Kubota.
  - f. All other village equipment is in good working order.
6. Sidewalks, streets and grass

- a. Snow – not much more to say.
- b. Litter is picked up around the village on a daily basis.
- c. Storm gutters and catch basins are kept clear of debris.
- d. Street light at 415 Main Street is intermittent, waiting for Berwick Electric to repair/replace.

7. Miscellaneous

- a. Foster's Fire and Safety inspected and serviced our fire extinguishers.
- b. Found an unauthorized vehicle parking on the reservoir road. Called and reported it to the RCMP.

  
**Report submitted by:** Walter Illsley, February 12, 2024