

The regular monthly meeting of the Village Commissioners of Cornwallis Square was held in the village office, Cambridge on **TUESDAY, AUGUST 18 2020**.

**IN ATTENDANCE:** Vice Chairman – Roy Quartermain  
Commissioners – Keith, and Foote.  
Clerk – Bill Farrell  
Fire Department – Chief Johnstone, Firefighters Rafuse and Gates

**CALL TO ORDER:** The Vice Chairman called the meeting to order at 7:30 p.m.

**MINUTES:** **MOVED BY COMMISSIONERS FOOTE AND KEITH THAT THE MINUTES OF THE REGULAR MEETING HELD ON JULY 21, 2020, BE APPROVED AS CIRCULATED.**  
**MOTION CARRIED**

**BUSINESS ARISING FROM MINUTES:**

- Job Description – We reviewed the job description of Fire Dept Admin. with Corry McGuire. It was an informative review for all in attendance. We have others to review in the coming months.
- Year End Financial Statement - We reviewed the Auditors –Village Year End Statement ending Mar. 31, 2020.

**MOVED BY COMMISSIONERS KEITH AND FOOTE THAT WE APPROVE AND ACCEPT THE YEAR END STATEMENT AS PRESENTED.**  
**MOTION CARRIED**

**ACCOUNTS PAYABLE:**

The Clerk presented the invoices for July and Aug. To be Paid \$9,945.31 and paid during the month \$21,539.66.

**MOVED BY COMMISSIONERS KEITH AND FOOTE THAT THE INVOICES BE PAID AS PRESENTED AND TO RATIFY THOSE PAID DURING THE MONTH.**  
**MOTION CARRIED**

**CORRESPONDENCE:**

- Fire Department - July 2020 Incident Report
- T4A – All firefighters receiving more than a \$1,000.00 honorarium will be issued a T4A for tax purposes.

**OTHER BUSINESS:**

- Crossing Guard – Our School Crossing Guard – William DeGray is ready to resume his duties when school opens.
- Village Name Change – the Clerk will look into the requirements and procedures required to change the name.
- Fire Chief’s Computer – The Chief’s computer has been acting up and slowing down. Corry McGuire our Tech. advised we should have a new unit built and have all the information on the existing one down loaded to the new one. We have a quote of \$600.00 + HST from Parker’s Satellite.

**MOVED BY COMMISSIONERS FOOTE AND KEITH THAT THE VILLAGE ORDER THE NEW COMPUTER FOR THE FIRE CHIEF.  
MOTION CARRIED**

**FIRE DEPARTMENT:**

- Fire calls are still steady.
- Training is getting back to schedule but we are taking the next two weeks off.
- The storage water tank is a go. The budget is \$310,000.00 with Fire Dept, contributing \$86,000.00 to the project.
- Breathing apparatus -6 BA packs will be ordered at a cost of \$43,980.00 + HST. The Air Packs have a life of 25 years and the air bottles have a 15 year life.
- Monthly meetings are on going and we are practicing social distancing.
- Deputy Chief Cathy Cooke is still in the hospital.
- The lines in the parking need to be repainted. We will get a quote for the work.
- The auxiliary lights on the ladder truck drain a lot of power. Recommend we change them out for LED lights as a maintenance up grade.

**ADJOURNMENT:** There being no further business and **MOVED BY COMMISSIONER FOOTE**, meeting adjourn, at 8:20p.m.

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**Holleman, Chairman**

.....**Simon**  
**William Farrell, Clerk**