



**Monthly meeting of Village Commissioners of Cornwallis Square
June 17, 2025**

Present: Chair Michael Keith, Vice Chair John Foote, Commissioner Doug MacLean, Commissioner Ric Hamilton, Commissioner Sara White and Clerk Judy Rafuse

Firefighters: Chief Wayne Johnstone, Deputy Chief Tom Whitman, Firefighter Vaughn Gates and Firefighter Ron Rafuse

Absent:

Guests:

Call to Order: Chair Keith called the meeting to order at 6:28 pm.

1. **Agenda:** Commissioner MacLean made a motion to approve the amended agenda to add "Grafton meeting". Seconded by Vice Chair Foote. Carried.
2. **Approval of previous month's minutes:** Commissioner White made a motion to approve the previous month's minutes. Commissioner Hamilton seconded. Carried.
3. **Accounts:** Clerk Rafuse gave the overview of accounts. Commissioner White moved to accept. Seconded by Commissioner MacLean. Carried.
4. **Fire Department Incident Report:** Chief Wayne Johnstone gave a review of the May incidents. (included in package)
5. **Fire Department Chief's Report:** The live fire apparatus is not up and running yet and may be stationary and not portable as was hoped. The reason being the different rules for different jurisdictions. A trade show was recently held at Waterville Fire Hall. A supplier brought many products to display and Kings County fire fighters were invited to attend.
Building Rental: a total of 56 rentals were reported in May.
6. **Fire Department Maintenance Report:** nothing to report
7. **Correspondence:** a note from The Foster Family with thanks
8. **Business Arising from the Minutes: Sweeping of Sidewalks-**Chair Keith has not connected with Howard Little yet. He will in the near future and get a timeline on the sidewalk sweeping.
Trash Cans: Chairman Keith delivered one to Roscoe's apartments at Camro Place. There will be one put at the trailhead on County Home Rd and 1 at the trailhead on Black Rock Rd.
Community Enhancement Grants: We have received 2. Deadline is July 4th.

JAAC Report: Commissioner MacLean reported an in-person meeting was held with a planned guest speaker, however they didn't show up.

Village AGM: 8pm this evening

Propane Tanks: Clerk Rafuse called Irving Energy concerning the propane tanks at Station 2. She was informed they would be looked at when technicians are in the area and with painted or replaced.

9. **New Business: Washing bus shelters:** Chairman Keith and Firefighter Pineo have washed all 8 bus shelters over the past two weeks.

Grafton meeting: Commissioners did a walk about at "Hutt's Pond" where Ducks Unlimited has done some work in the past. This was a discovery mission to see what may be done to improve the area and make it a welcoming space for all. Chairman Keith spoke with Simon Holleman who has knowledge of the area. He will look to set up a further meeting to gain more information.

Fly zappers: the fly zappers are working well

Insurance: insurance for the live fire apparatus will need to be added to the policy. We had an insurance inspection recently and two issues were noted. Both are being worked on. (heat in two breakers and concern over the door between the lobby and the apparatus floor.

Meeting with DOT: we are waiting for a reply from the regional engineer about sidewalks, crosswalks and lights.

Vice Chair Foote noted Amherst Fire Dept is going to build a training building for live fire.

10. **Other Business:**

11. **FYI:**

12. **Adjournment:** Vice Chair Foote made a motion to adjourn at 7pm.