



Monthly meeting of Village Commissioners of Cornwallis Square
Date: September 16, 2025

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

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

Regrets:

Guests:

Call to Order: Chair Keith called the meeting to order at 7:56 pm

1. **Approval of Agenda:** Amended to add Hutt's Marsh and Remembrance Day. Commissioner Ernest made a motion to accept the agenda as amended. Seconded by Vice Chair Foote. Carried.
2. **Approval of previous month's minutes:** Commissioner Ernest moved to accept the minutes as presented. Commissioner Hamilton seconded. Carried.
3. **Accounts:** Clerk Rafuse presented the accounts payable for acceptance. Commissioner Hamilton moved to accept as presented, Vice Chair Foote seconded. Carried. Clerk Rafuse presented the bank reconciliation report showing a bank balance of \$736,489.08 at the end of August. Comparative Income statement was reviewed. Nothing out of the ordinary to report.
4. **Fire Department**
 - July Incident Report-** attached. Chief Johnstone noted that to date, in addition to local calls, 10 calls have been answered to help with the wildfire at Long Lake.
 - Fire Chief's Report-** Chief Johnstone noted a recent meeting with our insurance broker, Brokerlink, that highlighted some inadequacies that need to be addressed. These will be looked at in the coming days/weeks. Chief Johnstone and Deputy Chief Whitman also met with Village representatives to review and update the Fire Safety Plan.
 - Building Rental Report-** no report submitted
5. **Fire Department Maintenance Report:** Under building maintenance, Firefighter Gates to contact Roscoe Construction to complete the roof repair.

Firefighter Rafuse noted new coveralls have arrived. These will be purchased by WDFD from the "DNR" account.

There has been some large overage data use on 2 of the tablets for the fire trucks. Both are from the trucks in Station 2. There is no nefarious activity that can be tracked. Village Chair and Clerk are investigating.

6. Correspondence: no correspondence

7. Business Arising from the Minutes:

JAAC- Commissioner MacLean reported that he attended a recent JAAC meeting. 2 presentations were made: Ashley Booker-Trails parks and outdoor spaces in County of Kings and Meg Hodges, Manager of Kings Transit Authority speaking on accessibility on buses.

Bus Shelters- All permits have been applied for. The quote for 6 bus shelters is \$61,395.00. Chair Keith has contacted Danny Bezanson to gain permission to unload and store the shelters there until needed. Howard Little as explored all sites.

Crosswalks- we have had 2 enquiries for a crosswalk at Durno Dr. This is a location we identified to Department of Public Works. Clerk Rafuse spoke to the Village of Kingston regarding a new crosswalk that has been installed on Bridge St., Kingston that is much the same circumstance as Cambridge. We have written to MLA Chris Palmer re: crosswalks and lights at crosswalks. He has stated he will get back to us.

Trailhead- Picnic shelter at Black Rock Rd in Waterville is complete. Interpretative panel will be put in place next. Also installing cement pads for trash cans.

LED sign- installed and working well.

Hutt's Marsh- Commissioner Hamilton spoke to the owner of the house next to the marsh. They were unaware of plans to build a chicken barn as stated by the owner of the land. No development is being carried out on the property at the current time.

Association of NS Villages AGM- The AGM is being held in Port Williams. Clerk Rafuse will attend Friday and Saturday. Chair Keith will attend Saturday.

8. New Business:

Snow Removal Tender- calls for tenders will be going out soon. Discussion was held on including notation as to where to place the plowed snow, especially at Station 1. We should also talk to the leadership at the Young Offenders shop about snow plowing.

Association of NS Villages staff position- discussion was held around the proposal to hire an admin person for the Association. It was felt more information was needed as to the role of the staff person before a decision is made. Looking forward to some discussion on this at the AGM this weekend.

Benches- we added benches to the capital budget. Do we still want to purchase them and where will they be placed? Suggested locations were at bus stops where no shelter is installed.

EV Chargers- Commissioner Hamilton to investigate information on EV Chargers for next meeting.

Remembrance Day Service- Ruby Lawrence contacted Commissioner MacLean about wreaths for the Remembrance Day service. Clerk Rafuse has communicated with Ruby and wreaths have been ordered as per the motion made earlier this year. 5-14 inch and 1-20 inch wreath will be purchased.

Commissioner MacLean will lay the wreath on behalf of the Village Commission at the Remembrance Day service.

9. **Other Business: In Camera-** Vice Chair Foote made a motion to go in camera at 8:55pm. Commissioner Ernest seconded. Carried.

Commissioner MacLean made a motion to go out of in camera at 9:10pm.

10. **FYI:**

11. **Adjournment:** Vice Chair Foote made a motion to adjourn at 9:12pm.