



Monthly meeting of Village Commissioners of Cornwallis Square

Date: November 18, 2025

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

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

Regrets: Commissioner Kevin Ernest

Guests:

Call to Order: Chair Keith called the meeting to order at 7:34 pm

1. **Approval of Agenda:** Commissioner MacLean made a motion to approve the agenda, Commissioner Hamilton seconded. Carried
2. **Approval of previous month's minutes:** Commissioner MacLean made a motion to accept the minutes of the previous months meeting. Vice-Chair Foote seconded. Carried.
3. **Accounts:** The clerk presented the bank reconciliation showing a bank balance of \$728,709.84 with \$13,904.28 in outstanding cheques. Vice-Chair Foote made a motion to accept the bank balance report, Commissioner Hamilton seconded. Carried. Accounts payable reports were reviewed. Commissioner Hamilton made a motion to accept the reports, Vice-Chair Foote seconded. Carried. The comparative income statement was reviewed. One change to be made, moving a valve repair kit from "Hoses and nozzles" to "Vehicle Maintenance". There is also an error on the Fire Department Capital for the 2 rescue mannequins. Clerk Rafuse will correct. The budget for 2026-2027 needs to be prepared soon.

Also, the question was asked about the budget line item for name change and if we will have legal fees. To be covered under New Business.

4. Fire Department

October Incident Report- 33 incidents-report in meeting package

Fire Chief's Report- Chief Johnstone reported the Live Fire training was on Thursday Nov 13th.

Training will continue with department members. Propane use will be monitored to get a good understanding of the amount used.

Building Rental Report- 50 total uses of the building in October. Report attached to meeting package

Budget items for Fire Department will be discussed at the Officers meeting.

5. **Fire Department Maintenance Report: Building maintenance-** trim around the entire building has been replaced. The new flag poles are installed and there needs to be some landscaping done to even the ground. Firefighter Gates to contact Roscoe Construction regarding the roof repairs.
Truck maintenance: Tanker has had shocks replaced, new fog lights and inspection. The half ton has an engine light/DEF light on. Hose truck needs new tires.
6. **Correspondence:** Ruby Lawrence expressed her thanks for the wreaths for Remembrance Day and to Commissioner MacLean and Chief Johnstone for laying wreaths. Chair Keith commented that we need to remember to get the groundskeeper to clean up before the ceremony next year.
7. **Business Arising from the Minutes: JAAC-no report.** Meeting upcoming
Update on bus shelters- all bases are in and shelters will arrive mid December
Building Modification Report- Commissioner Hamilton reported the plan is nearly finalized with the interior rooms being reconfigured for PPE racks. The racks will be more than budgeted due to the size, quantity and the age of the quote.
EV Chargers- Flo charges, stand alone 2-unit charges are \$10,000 plus installation. Needs 3 phase power. The company finances some and they take the revenue or we buy them, set the rate and we keep the revenue. Further discussion needed.
Benches- quotes for benches had been sent previous to the meeting. The price is \$300 extra to have our name on the benches. This was felt to be worth it to remind residents who placed them.
8. **New Business: Commissioners Christmas Social-** Commissioner Hamilton made a motion to hold a commissioner's social on December 14th, here at the hall. Commissioner MacLean seconded. Carried.
Name change requirements- Commissioner Hamilton made a motion to contact a lawyer to see what is required for our name change. Commissioner MacLean seconded. Carried.
9. **Other Business: Meeting with Dept of Public Works-**December 10th, 6pm in the Banks Room. Commissioner MacLean noted that he, Vice Chair Foote and Clerk Rafuse attended the sod turning at the Annapolis Valley First Nation and the same plus Commissioner Hamilton attended the POW WOW at Annapolis Valley First Nation.
10. **FYI:**
11. **Adjournment:** Vice Chair Foote made a motion to adjourn at 8:37pm.