



Village of Kingston  
671 Main Street PO Box 254  
Kingston NS B0P 1R0

ph 902 765-2800  
fx 902 765-0807

## **KINGSTON VILLAGE COMMISSION**

### **MINUTES OF THE COMMISSION MEETING OF APRIL 22, 2010**

#### **COMMISSION:**

Tom Beardsley – Chairman  
Lorne Reid  
Martha Armstrong  
Doug Beaman  
Brad Beardsley

Greg Towne – Clerk/Treasurer  
Janice Hatfield – Administrative Assistant

#### 1 OPENING

Chairman Beardsley called the meeting to order at 7pm.

#### 2 PROVISION OF TAX CERTIFICATES

Clerk stated that the issuing of tax certificates to law firms for real estate transactions would be required now with the Village collecting its own taxes and that a fee would need to be in place for that service. After reviewing the work involved in providing these certificates staff recommended the amount be set at \$35.00/certificate.

**ON MOTION OF COMMISSIONER REID AND COMMISSIONER ARMSTRONG THAT THE COST FOR ISSUING A TAX CERTIFICATE BE SET AT THIRTY- FIVE (\$35.00) DOLLARS PER CERTIFICATE, AND THAT THE POLICY FOR FEES BE AMENDED TO INCLUDE THIS ITEM. MOTION CARRIED.**

#### 3 SETTING OF DATE FOR 2010 ANNUAL GENERAL MEETING

Clerk stated that in the past the Annual General meeting for the Village occurred in early May to allow for the passing of the budget, presentation of the audited financial statements and for the election of Commissioners. Since the budget is now being passed before the Annual General Meeting, Clerk requested the meeting be delayed until early June to allow more time to inventory the required Tangible Capital Assets which is now mandatory before financial audits are carried out.

**ON MOTION OF COMMISSIONER REID AND COMMISSIONER ARMSTRONG THAT THE COMMISSION SET THE DATE OF THE ANNUAL GENERAL MEETING TO OCCUR ON JUNE 8TH WITH THE LOCATION TO BE DETERMINED. MOTION CARRIED.**

4 BUDGET PRESENTATION

Clerk presented proposed 2010/11 Operating and Capital Budget and then answered questions from ratepayers.

Commissioner Beaman stated he felt the 2% HST increase should be absorbed by the base budget. Clerk stated the Commission could revamp the base budget if they choose and he would bring back a revised base budget to the next meeting on May 13th.

**ON MOTION OF COMMISSIONER BEAMAN AND COMMISSIONER ARMSTRONG TO ACCEPT THE BASE BUDGET AS PRESENTED. MOTION CARRIED.**

5 BASE BUDGET ITEMS TO BE APPROVED

Clerk stated the Commission would have to approve some discretionary base budget items as they generally will not impact service delivery.

**ON MOTION OF COMMISSIONER BEAMAN AND COMMISSIONER REID THAT THE COMMISSION ACCEPT THE BASE BUDGET ITEMS IN TABLE 3 AS PRESENTED. MOTION CARRIED.**

6 BUSINESS OCCUPANCY PHASE-OUT

Clerk stated the business occupancy tax is being phased out which represents a reduction in revenue for the Village and that to recoup the revenue loss, an increase of the commercial rate would be necessary.

**ON MOTION OF COMMISSIONER ARMSTRONG AND COMMISSIONER REID TO INCREASE THE COMMERCIAL RATE BY ONE (.01) CENT TO OFFSET THE BUSINESS OCCUPANCY TAX. MOTION CARRIED.**

7 SEWER RATE

Clerk stated that to maintain existing service levels with wastewater that the rate would have to be increased by 4.4%.

**ON MOTION OF COMMISSIONER BEAMAN AND COMMISSIONER REID THAT THE SEWER RATE BE INCREASED BY 4.4%. MOTION CARRIED.**

8      CAPITAL PROGRAMS AND FUNDING SOURCES

**ON MOTION OF COMMISSIONER ARMSTRONG AND COMMISSIONER REID THAT THE CAPITAL BUDGET BE ACCEPTED AS PRESENTED. MOTION CARRIED.**

Chairman Beardsley stated the next budget meeting would be held at the Regular Session meeting on May 13th, 2010.

As there was no further business to discuss, the meeting adjourned at 8:50pm.

\_\_\_\_\_  
COMMISSION CHAIRMAN

\_\_\_\_\_  
CLERK/TREASURER