



Village of Kingston  
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## **KINGSTON VILLAGE COMMISSION**

### **MINUTES OF THE COMMISSION MEETING OF APRIL 28, 2011**

#### **COMMISSION:**

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

Greg Towne – Clerk/Treasurer  
Janice Hatfield – Administrative Assistant

#### 1. OPENING

Chairman Beardsley called the meeting to order at 7:00pm.

#### 2. BUDGET DELIBERATIONS

Clerk presented the agenda for the meeting:

1. Public Deputations
2. Recap
3. New Items
4. Deliberations – Base Budget
5. Capital Budget

#### 3. QUESTIONS

Clerk invited questions from the audience.

There was a question regarding the proposed Commission wellness initiative and the current staff wellness program. Clerk stated that the Commission initiative was up for deliberation and was unknown if it will be approved. As for the employee portion, estimate of \$650-\$700 was utilized by staff this year. Question was asked if it was a taxable benefit. Clerk stated it was non-taxable perk to employees.

There was a question regarding the \$2,500 proposed budget for the float. Clerk stated that the float would be revamped towards promoting the village rather than the theme of the current Apple Blossom. This would be a one-time charge with smaller amounts in future years.

There was a question asking about the banners. If approved, the village would purchase banners promoting the village. Would likely be summer and winter themes.

There was a question regarding the VIC parking project in the capital budget. Clerk stated this was to improve access from existing parking lot to VIC and do beautification improvements in area.

There was a question regarding the wage expenses presented in the budget. Clerk explained that this amount covered all employees (commissioners, permanent staff, seasonal positions, crossing guards, VIC employees) wages and benefit costs. Question was asked how this compared to other villages. Clerk stated he would research and come back with more information.

There was a question asked regarding potential fire hazards along parts of the trail. Clerk stated he would follow up and determine who is responsible for upkeep.

There was a question asked regarding the proposed amount of \$425,000 for treatment plant upgrades. Clerk stated that new environmental regulation due out will likely reduce the limits on outflows from plant. It is expected that the plant will require additional settling or holding tank.

#### 4. BUDGET DELIBERATIONS

##### NEW ITEMS

Clerk stated the County of Kings approved their budget on April 19th.

The Province is introducing a new program to replace streetlights with LED lights which will be difficult to budget for.

Clerk reminded Commission and public that new items could be added to the budget at any time and that amendments could be made to existing amounts.

##### BASE BUDGET ADJUSTMENTS

Clerk stated that Kingston Recreation has been incorporated into the Village budget for accounting purposes.

Commission approved the following base budget items for inclusion in the budget:

- New Years Eve Event - Y
- Miscellaneous Grants - Y
- Allowance for Special Events - Y
- Steer BBQ – Friday night Event - Y
- Fire Department Recognition - Y
- Apple Blossom Festival Item Removal- Y
- Kingston Parade Float Costs - Y
- Bulb Planting & Maintenance – N

After a discussion the Commission decided that flower maintenance will be removed from the base budget and included in the operating budget. Clerk will track amount spent on Village beautification. Staff will lead in the coordinating, purchasing and planning of the Village gardens.

#### SEWER RATE

The Commission approved a sewer rate increase of \$6.12 from \$279.10 to \$285.22 to be included in the budget.

#### PROPOSED CAPITAL BUDGET

The Commission approved the proposed capital budget of \$332,000 to be included in the budget.

Clerk reminded the Commission that the next budget meeting would take place at the Regular Session Meeting on Thursday, May 12th, 2011.

Clerk stated there were a few items brought forward to the office via email for budget discussion:

- A request was made by a resident asking for toddler playground equipment at the Ravenwood Playground. Clerk stated staff responded by informing resident that there was a toddler friendly playground at the Mathews Lane playground in Ravenwood Subdivision.
- A resident inquired about Village debt and deficit budgets. Clerk responded stating Village debt was incurred before his time and is locked in at certain rates. Clerk also informed resident that Villages are not permitted to pass deficit budgets.

Chairman Beardsley stated he had received notification from the owner of a Village subdivision that he would like to donate a section of land to the Village for green space as required by the Municipality of the County of Kings. Clerk will follow up with the County's Coordinator of Parks and Open Spaces.

As there was no further business to discuss the meeting adjourned at 8:30pm.

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COMMISSION CHAIRMAN

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CLERK/TREASURER