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KINGSTON VILLAGE COMMISSION

MINUTES OF THE COMMISSION MEETING OF DECEMBER 9, 2010

COMMISSION:

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

Greg Towne – Clerk/Treasurer

1. OPENING

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

2. REVIEW OF MINUTES

Chairman Beardsley asked for a review of the November 18th Regular Session meeting minutes.

ON MOTION OF COMMISSIONER REID AND COMMISSIONER BEARDSLEY THAT THE COMMISSION APPROVE THE MINUTES OF NOVEMBER 16TH, 2010 AS PRESENTED. MOTION CARRIED.

3. COMMITTEE REPORTS

Wastewater, Public Works, and Recreation reports were received as presented.

Clerk presented the new Human Resource Policy Manual that had been reviewed by the Policy and Finance Committee. Based on the direction of the Committee, staff had been working on the manual for several months.

ON MOTION OF COMMISSIONER REID AND COMMISSIONER ARMSTRONG THAT THE COMMISSION APPROVE THE HUMAN RESOURCE POLICY MANUAL AS PRESENTED. MOTION CARRIED.

4. SEWER REFUND

Clerk presented report to Commission regarding a sewer refund.

ON MOTION OF COMMISSIONER REID AND COMMISSIONER ARMSTRONG THAT THE COMMISSION APPROVE THE ADJUSTMENT ON ASSESSMENT ACCOUNT NUMBER 08129287 IN THE AMOUNT OF \$243.10. MOTION CARRIED.

5. DISCUSSION – ELECTION BY-LAW AND ANNUAL GENERAL MEETING DATES

Clerk started discussion by stating that current AGM date of May was too early, due to fact that tax bills will have to be prepared in April and year end work would not be able to be completed in time for AGM. Was also an opportunity to change election process to facilitate increased turnout.

Sample calendar was presented to Commissioner, which showed the AGM between an advance poll and an election day, removing voting from the AGM. Discussions with the Village of Bible Hill, who follow a similar schedule, result in voter turnout in excess of 10% of eligible voters.

Any changes to the process would affect and replace the current Village By-Law.

Commission directed staff to proceed based on this information and prepare necessary by-law changes for Commission consideration.

6. FINANCE REPORT

Clerk presented finance report for period ending November 30, 2010. Only change from previous period was \$8,000 received from Province as HST Offset, which was not budgeted for this year.

ON MOTION OF COMMISSIONER REID AND COMMISSIONER ARMSTRONG THAT THE FINANCE REPORT BE RECEIVED FOR INFORMATION. MOTION CARRIED.

7 CORRESPONDENCE - NEW YEARS EVE PLANNING COMMITTEE

Received letter from planning committee requesting an increase in funding for New Years Eve event due to other funders being unable to contribute this year.

ON MOTION OF COMMISSIONER REID AND COMMISSIONER ARMSTRONG THAT THE VILLAGE INCREASE THEIR CONTRIBUTION FOR THE NEW YEARS EVE CELEBRATION FROM \$1,000 TO \$2,000. MOTION CARRIED.

8. ADJOURNMENT

As there was no further business to discuss, the meeting adjourned at 8:13pm.

COMMISSION CHAIRMAN

CLERK/TREASURER