



## VILLAGE COMMISSIONERS OF GREENWOOD

### REGULAR COMMISSION MEETING

#### MINUTES

May 18, 2016 @ 9.00 a.m.

Village Office- 904 Central Avenue

- 1) The monthly meeting was called to order at 9 am.
- 2) Present: Commissioners: Brian Banks, Chair, Heather Parker, Bob Baker, Richard Nickerson, Don MacDonald. Staff: Marian Elsworth, Clerk-Treasurer
- 3) Additions to Agenda : 9H. Columns Comparative Income Statement, 9I. Unsightly premises, 9J. Approve Audited Financial Statement 2015-2016.
- 4) Approval of Agenda: It was **MOVED/SECONDED** by Commissioner Nickerson and MacDonald that: The Agenda for May 18, 2016 be approved with additions. **CARRIED.**
- 5) Approval of Minutes: Minutes for Monthly Meeting for April 20, 2016 were circulated electronically. The Chair called for any errors or omissions? Hearing none he declared the April 20, 2016 Minutes approved as circulated. **CARRIED.**
- 6) Business arising from the April Minutes:
  1. Water extension cost to residents: Commissioner Nickerson asked some questions. The clerk mentioned that Warden Brothers will bring staff from the engineering department to answer residents question at the AGM.
  2. Closing office for vacation: It was **MOVED/SECONDED** by Commissioners MacDonald and Baker to: When the clerk is on vacation to have casual office hours from 10 am to 1pm. **CARRIED.**
- 7) List of outstanding items:
  - Brochures
- 8) Correspondence:
  - a) 2016-04-25 Email Re: Funding request for AMA Spring Conference for \$500.00.  
*It was **MOVED/SECONDED** by Commissioners Nickerson and Parker to approve a one - time amount of \$500.00 to help sponsor the 2016 AMA Spring Conference. **CARRIED.***
  - b) 2016-04-26 Email Re: Canada post mailing initiative. *Residents in the village of Greenwood with a Kingston address will be changed to Greenwood. Canada Post target date is September 2016.*
  - c) 2016-05-10 Ann Hughes- Request for permission for food truck.  
*It was **MOVED/SECONDED** by Commissioner Nickerson and MacDonald to send a letter indicating that the village commissioners have no objection to the food truck. **CARRIED.***


- d) 2016-05-11 Letter from Valley Waste Re: UNSORTED WASTE  
*Copies of the letter were provided to the RCAFA and Wee Folk Centre.*
- e) 2016-05-13 Email sent to Major Deutch responding to his email April 25, 2016 Re: Dog Park.
- f) 2016-05-18 Letter sent to Mid-Valley Construction in appreciation for replacing the paved driveway with concrete on the sidewalk portion at Exit Realty.
- g) 2016-05-10 Email Request to allow MFRC and Pine Ridge students to put up yellow ribbons ,  
*Yes, sent reply that village commission will allow yellow ribbons on village trees as requested.*

New Business:

- A. Financial update: Comparative Income Statement to April 1, 2015 to April 30, 2016. It was **MOVED/SECONDED** by Commissioner MacDonald and Baker that the comparative income statement be accepted as circulated. **CARRIED.**
- B. Approve Budget 2016-2017: It was **MOVED/SECONDED** by Commissioners MacDonald and Baker that: The 2016-2017 Operating and Capital Budget be approved with Revenue and Expenses forecast at **\$437,900.00** and that the **Residential rate remain at .23 cents per hundred and that the Commercial rate remain at .29 cents per hundred of assessment. CARRIED.**
- C. Honourium % and Tax exempt: It was **MOVED/SECONDED** by Commissioners Nickerson and Parker that the honourium for Commissioners be increased by the **CPI in the amount of 1.2%** ( NS rate as at December 2015) with the Chair to receive an annual amount of \$ 2,745.00, the Vice-Chair to receive \$2,530.00, three commissioners to receive \$2,325.00 and further that 1/3 of the stipend be tax exempt. Effective April 1, 2016. **CARRIED.**
- D. North Greenwood water extension: It was **MOVED/SECONDED** by Commissioners Nickerson and Parker that the Clerk make a transfer of a further \$15,000.00 to the North Greenwood water extension reserve in fiscal year 2015-2016. **CARRIED.**
- E. Quote Stair lift contract: It was **MOVED/SECONDED** by Commissioner Nickerson and Parker to renew the contract with Harding Medical at a cost of \$900.00 per year for the annual inspection of the two Stair Lifts. **CARRIED.**
- F. Quotes Sidewalk design: Three quotes were forwarded to village commissioners. Chair Banks mentioned that he is meeting with Warden Brothers this afternoon. The clerk is instructed to contact county engineering for information on specifications used for a sidewalk RFP.
- G. Quote Nova International- Zero Turn mower: Table to the June 15, 2016 monthly meeting, have Matt and Jamie bring back more quotes.
- H. Columns Actual/Budget on Income Statement: Commissioners Nickerson and Parker will meet to discuss the format they would like to see for the Income statement layout.

- I. Unightly premises: Commissioner MacDonald asked about the status of the unsightly premise on Bridge Street. The clerk reported that the By-Law enforcement office was contacted and that a file had been opened. The clerk is instructed to check on the status of the file. Also ask about the status of the vacant property at 587 Aldred Drive in Greenwood.
  - J. Approve 2015-2016 Audited Financial Statements: It was **MOVED/SECONDED** by Commissioners Nickerson and Baker to approve the 2015-2016 Audited Financial Statements as presented by Lawrence Lake, Charter Accountant with Morse Brewster Lake. **CARRIED.**
- 9) COMMISSIONERS COMMENTS Round table Commissioner Baker noted that former village commissioner Art Watkins has passed away. A donation of \$25.00 will be made to Crime Stoppers in memory.
- 10) Bring in public works employees: Jamie and Matt were called in to discuss the quote from Nova International for the second zero turn mower. They are instructed to get some other quotes and bring back to the June monthly meeting.
- 11) There being no further business, it was **MOVED** by Commissioner Nickerson to adjourn at 11:45 am.
- 12) Next Meeting AGM June 1, 2016 at 7 pm. Regular monthly meeting June 15, 2016 at 9 am.

  
Brian Banks, Chair

  
Marian Elsworth, Clerk-Treasurer