

The regular monthly meeting of the Village Commissioners of Cornwallis Square was held in the village office, Cambridge on **TUESDAY, MAY 19 2020.**

IN ATTENDANCE: Chairman – Simon Holleman
Commissioners – Keith, Foote and Cooke.
Via video link - Commissioner Quartermain
Clerk – Bill Farrell

CALL TO ORDER: The Chairman called the meeting to order at 7:30 p.m.

MINUTES: **MOVED BY COMMISSIONERS QUARTERMAIN AND COOKE THAT THE MINUTES OF THE REGULAR MEETING HELD ON APRIL 21, 2020, BE APPROVED AS CIRCULATED. MOTION CARRIED**

BUSINESS ARISING FROM MINUTES:

Annual Meeting – We are required to hold our annual meeting of electors no later than the end of June as per the MGA. This will prove to be difficult with COVID -19 and the restrictions of gathering of no more than five people. We have not received any clear instructions as to how we can accomplish this. We will set the date for our annual meeting to be Tuesday June 30 at 8:00 pm. We will wait and see, if things will improve and the number of people gathering will increase or we will be instructed to postpone our annual meeting to a later date.

We have two Commissioners up for election this year. Considering the situation we will most likely need to extend the term of office for these two Commissioners.

ACCOUNTS PAYABLE:

The Clerk presented the invoices for Apr. and May, Pay out of Fire protection \$46,810.83 and paid during the month \$2,627.42. Pay during the month out of Sidewalk \$1,501.65

MOVED BY COMMISSIONERS FOOTE AND COOKE THAT THE INVOICES BE PAID AS PRESENTED AND TO RATIFY THOSE PAID DURING THE MONTH. MOTION CARRIED

CORRESPONDENCE:

- Fire Department - April 2020 Incident Report
- Gas Tax – Water Storage Building. – The County advised that the Province has determined the project does not qualify in whole or in part for gas tax funding.

OTHER BUSINESS:

- Village Property Tax – We are considering dropping the Fire, Sidewalk and Recreation Tax structure and going to the more commonly used Residential and Commercial Tax system. Kevin Wheaton from Kings County informed us that we have until the end of the month of May to inform the County to any change to our tax rate or structure.

- Financial Statements – The clerk presented financial statements for the Year End Mar.31 2020.

Fire – Revenue \$626,603.00 and Expenditures \$799,285.00 =Deficit (-172,682.00)

Sidewalk – Revenue \$77,537.00 and Expenditures \$68,101.00= Surplus +9,436.00

Recreation -Revenue \$68,785.00 and Expenditures \$63,726.00 = Surplus +5,059.00

- Budget – The clerk presented Budgets for the year 2020 – 2021

Fire – Revenue \$639,540.00 and Expenditures \$725,534.00 = Deficit (-85,994.00)

Sidewalk - Revenue \$35,700.00 and Expenditures \$27,107.00 = Surplus +8,593.00

Recreation - Revenue \$35,368.00 and Expenditures \$35,368.00 = Balanced Budget

NOTE – The Budget may change if we switch to a Residential and Commercial Tax.

- Monument Maintenance – The Village should provide maintenance for the monument property. Commissioner Cooke said she is willing to maintain the lawn and walkway. All she asks for is the Village to pay costs such as gas for the lawn mower. The Village Commission agreed to this.

- Power to new LED Sign – We have a quote from Howard Little to dig a trench across the pavement at the OH door on the south east corner of the building extending across the south parking lot to the sign at Hwy 1. He will cover in the conduit lines and pave over the trench at the parking lot. The price is \$4,000.00 + HST.

MOVED BY COMMISSIONERS KEITH AND FOOTE THAT THE VILLAGE HIRE HOWARD LITTLE TO EXCAVATE AND BURY THE POWER CONDUIT TO THE NEW SIGN MOTION CARRIED

- Supplier Invoices – Some suppliers are not showing our PO number on their invoices. This makes it difficult to determine what some items are for and where they are to be allocated. The clerk will advise these suppliers to provide our PO # on the invoice or we will not be able to process it for payment.

ADJOURNMENT: There being no further business and **MOVED BY COMMISSIONER COOKE**, meeting adjourn, at 9:00 p.m.

.....
Holleman, Chairman

.....**Simon**
William Farrell, Clerk