

MUNICIPALITY OF THE DISTRICT OF LUNENBURG  
Minutes of a Meeting of  
**FINANCE COMMITTEE**  
Held in Council Chamber, 210 Aberdeen Road, Bridgewater, NS  
**Tuesday, December 3, 2019 – 10:00 a.m.**

**ATTENDANCE**

Councillor Michael Ernst, District 8, Chair  
Councillor Martin Bell, District 2, Vice Chair  
Mayor Carolyn Bolivar-Getson  
Deputy Mayor Eric Hustvedt, District 1  
Councillor Lee Nauss, District 3  
Councillor Cathy Moore, District 5  
Councillor Claudette Garland, District 6 (arrived at 10:25 a.m.)  
Councillor Wade Carver, District 7  
Councillor Reid Whynot, District 9  
Councillor Errol Knickle, District 10

Regrets: Councillor John Veinot, District 4

Staff: Elana Wentzell, Director of Financial Services  
Alex Dumaresq, Deputy CAO  
Sherry Conrad, Municipal Clerk  
Angela Veinot, Manager of Accounting  
Sarah Kucharski, Communications Officer  
Dave Waters, Director of Business Development, Tourism & Infrastructure  
Tina Robichaud-Bond, Recording Secretary

**1. CALL TO ORDER**

Ms. Conrad called the meeting to order at 10:00 a.m.

**2. NOMINATION & ELECTION BY BALLOT – CHAIR & VICE CHAIR**

Ms. Conrad called for nominations, by ballot, for the position of Chair. Those nominated were: Councillors Moore, Knickle, Hustvedt, Ernst, Veinot, and Nauss. Councillors Knickle, Nauss, and Hustvedt declined their nominations.

On the first ballot, Councillor Ernst was elected as the Chair.

Chair Ernst called for nominations, by ballot, for the position of Vice Chair. Those nominated were: Councillors Moore, Whynot, Nauss, and Bell. Councillors Moore, Whynot, and Nauss declined their nominations.

Councillor Bell was elected Vice Chair.

**Moved by Councillor Moore, seconded by Councillor Nauss that all ballots be destroyed. Carried unanimously.**

Councillor Ernst began the regular order of the meeting by acknowledging that the meeting was held in Mi'Kma'ki, the traditional territory of the Mi'kmaq people.

**3. ANNOUNCEMENTS/ACKNOWLEDGEMENTS/RECOGNITIONS:**

Mayor Bolivar-Getson proclaimed December 6, 2019 a Day of Remembrance and Action on Violence Against Women.

Mayor Bolivar-Getson also acknowledged and thanked the Recreation staff of both the Municipality of the District of Lunenburg and the Town of Bridgewater for their work on the Christmas parade float, and all staff and family members who assisted.

Councillor Ernst acknowledged the Blockhouse & Area Residents Kinship for the Christmas on the Corner event and the Martin's River Volunteer Fire Department's tree lighting event and social. He advised that Andrew Beener and Charles White were presented with 20-year awards at the Martin's River Volunteer Fire Department's annual banquet.

**4. PUBLIC INPUT: (Nil)**

**5. APPROVAL OF AGENDA:**

**Moved by Councillor Moore, seconded by Councillor Nauss that the Agenda be approved as circulated. Carried unanimously.**

**6. APPROVAL OF MINUTES – November 5, 2019:**

**Moved by Deputy Mayor Hustvedt, seconded by Councillor Carver that the Minutes of the November 5, 2019 Finance Committee meeting be approved as circulated. Carried unanimously.**

**7. BUSINESS ARISING FROM MINUTES: (Nil)**

**8. AWARDING OF TENDERS/RFPs: (Nil)**

**9. PRESENTATIONS/SCHEDULED TIMES: (Nil)**

**10. CONSIDERATION OF CORRESPONDENCE (Nil)**

**11. RECOMMENDATIONS FROM COMMITTEES & BOARDS: (Nil)**

## **12. STAFF REPORTS:**

### **12.1 Finance Department**

#### **12.1.1 2019/20 Operating Fund Variance and Capital Status Reports**

Ms. Wentzell reviewed her report, “2019/20 Operating Fund Variance Report & Capital Project Status Update” (circulated with the Agenda) providing details on the forecasted savings and expenditures, as well as providing the status of the approved capital projects. Ms. Wentzell noted that the changes to the forecasted Operating and Capital budgets were to the following areas:

#### Operating:

- Other Revenue – Fines, Permits, Rentals & Interest
- Mayor & Council
- Administration
- Legal & Advisory Services
- Grants to Organizations
- Economic Development
- Recreation Staffing, Facilities and Programming
- Private Road Maintenance Revenue
- Private Road Maintenance Expenditures

#### Capital:

- Planning Services
- Municipal Roads Projects
- Economic Development Services
- MARC Admin Building (floor & water bunker roof)
- MARC Tractor/Mower
- MARC/Recreation Truck
- Miller Point Kiosk Replacement

Councillor Garland joined the meeting at 10:25 a.m.

#### **12.1.2 Proposed Sewer Rates – 5 Year Rate Review**

Ms. Wentzell reviewed her report, “Proposed Sewer Rates based on 5-year Sewer Rate Review” (circulated with the Agenda), and presented three options for a Global rate:

- \$0.43/\$100 assessment
- \$0.33/\$100 assessment
- \$0.51/\$100 assessment

**Moved by Councillor Moore, seconded by Councillor Bell that the Finance Committee recommend to Council that Municipal Council approve the proposed**

**Sewer Rates of \$0.43/\$100 assessment Global and \$0.25/\$100 assessment Hebbville effective April 1, 2020. Carried unanimously.**

## **12.2 Recreation Department**

### **12.2.1 Sponsorship Ad Grant – HB Studios**

Tissy Bolivar, Acting Director of Recreation, was in attendance.

Ms. Bolivar reviewed her report, “HB Studios Sports Centre: Sponsorship Ad Grant” (circulated with the Agenda) advising that the grant was for a sign to be placed around the mezzanine and oval track.

**Moved by Councillor Whynot, seconded by Mayor Bolivar-Getson that the Finance Committee recommend to Council that Municipal Council approve a \$500 Sponsorship Ad Grant to HB Studios Sports Centre for MODL to become a bronze sign sponsor in the Facility.**

It was requested that the Municipality’s logo and the PRO Kids logo be on the sign.

**The Motion on the floor was voted on and carried unanimously.**

### **12.2.2 Sponsorship Ad Grant – Bridgewater Legion, Branch #24**

Ms. Bolivar reviewed her report, “Royal Canadian Legion Branch #24: Sponsorship Ad Grant” (circulated with the Agenda).

**Moved by Councillor Nauss, seconded by Councillor Carver that the Finance Committee recommend to Council that Municipal Council approve the Sponsorship Ad request of the Royal Canadian Legion, Branch #24 for \$125 to host the 2020 Nova Scotia-Nunavut Legion Provincial Curling Championships at the Bridgewater Curling Club from January 17-19, 2020. Carried unanimously.**

Ms. Bolivar left the meeting.

## **12.3 Administration Department**

### **12.3.1 2020/21 Student and Temporary Work Placements**

Jeff Merrill, Director of Planning and Development Services, was in attendance.

Mr. Dumaresq reviewed the report, “2020/21 Student and Temporary Work Placements” (circulated with the Agenda) advising that in addition to the yearly summer and term employment positions, two more term positions were being proposed to support Council’s Strategic Priorities:

- Sustainability Planner – to assist with the Partners for Climate Protection program; and,

- Fire Services Recruitment & Retention – to assist with the Fire Services Recruitment plan.

**Moved by Mayor Bolivar-Getson, seconded by Deputy Mayor Hustvedt that the Finance Committee recommend to Council that Municipal Council approve the following new student and term positions for employment during the 2020/21 fiscal year:**

- **1 term planning position to support the Partners for Climate Protection process; and,**
- **1 Co-op term position for the implementation of the Fire Recruitment and Retention Strategy.**

A question was raised as to the duties of the Sustainability Planner. Mr. Merrill explained that the duties would include establishing a base line inventory on the amount of emission being created, helping set reduction targets, and working on an action plan. It was noted that a carbon credit program would not be included as part of the duties for this position.

**The Motion on the floor was voted on and carried unanimously.**

Mr. Merrill left the meeting.

Stephen Pace, Director of Engineering & Public Works, joined the meeting.

### **12.3.2 Policy MDL-53 Funding Electrical Connections for Community Generators.**

Mr. Dumaresq reviewed his report, "Policy MDL-53 Funding Electrical Connections for Community Generators (circulated with the Agenda). He advised that the Walden Fire Department's generator was stolen, and their application was for a new generator and permanent electrical connection.

**Moved by Councillor Carver, seconded by Councillor Moore that the Finance Committee recommend to Council that Municipal Council award \$8,000 in funding to the Walden Fire Department for the replacement of a generator at their facility, with \$6,000 in funds coming from the Comfort Centre Generator Fund and \$2,000 from the Council Contingency Account.**

**Moved by Councillor Bell, seconded by Councillor Nauss that the motion on the floor be amended to award \$6,000 from the Comfort Centre Generator Fund and no funds from the Contingency Account.**

Discussions followed regarding insurance requirements.

**The Motion to amend was defeated. Those Opposed: Councillors Garland, Carver, Whynot, Knickle, Ernst, Moore, Deputy Mayor Hustvedt, and Mayor Bolivar-Getson.**

**The MOTION ON THE FLOOR:**

**Moved by Councillor Carver, seconded by Councillor Moore that the Finance Committee recommend to Council that Municipal Council award \$8,000 in funding to the Walden Fire Department for the replacement of a generator at their facility, with \$6,000 in funds coming from the Comfort Centre Generator Fund and \$2,000 from the Council Contingency Account. Carried unanimously.**

**13. MAYOR'S/DEPUTY MAYOR'S/COUNCILLORS' MATTERS:**

**13.1 Lunenburg County Lifestyle Centre (LCLC) Update**

Councillor Bell, Vice Chair, took the Chair so Councillor Ernst could give the LCLC update.

Councillor Ernst provided an update on the following:

- New General Manager position – interviews ongoing
- Gary Wentzell Hockey Tournament – Lumberjacks will be organizing the tournament this year.
- Washboard Union Concert – loss of approximately \$25,000
- Financial statements and minutes were available for review

It was noted that in regards to the Washboard Union concert, it was recognized at an early date that there would be a loss, however, the cost of cancelling the concert was almost equal to the loss realized.

**14. IN CAMERA:**

**At 11:19 a.m., it was moved by Councillor Moore, seconded by Councillor Garland that Municipal Council go In Camera to discuss 14.1 Contract Negotiations re LCLC under Section 22(2)(e) of the *Municipal Government Act*. Carried.**

Municipal Council in session.

**At 11:51 a.m., it was moved by Deputy Mayor Hustvedt, seconded by Mayor Bolivar-Getson that Municipal Council come out of In Camera and return to open session. Carried.**

Municipal Council in session.

**15. ADJOURNMENT:**

**There being no further business at 11:51 a.m., it was moved by Councillor Carver, seconded by Councillor Whynot that the meeting adjourn. Carried.**