

MUNICIPALITY OF THE DISTRICT OF LUNENBURG
Minutes of a *Special Meeting* of
FINANCE COMMITTEE
Held in Council Chamber, 210 Aberdeen Road, Bridgewater, NS
Tuesday, April 30, 2019 – 9:00 a.m.

ATTENDANCE

Councillor Eric Hustvedt, District 1, Vice Chair
Mayor Carolyn Bolivar-Getson
Deputy Mayor Cathy Moore, District 5
Councillor Martin Bell, District 2
Councillor Lee Nauss, District 3
Councillor Wade Carver, District 7
Councillor Michael Ernst, District 8
Councillor Reid Whynot, District 9
Councillor Errol Knickle, District 10

Regrets: Councillor John Veinot, District 4
Councillor Claudette Garland, District 6, Chair

Staff: Kevin Malloy, Chief Administrative Officer
Alex Dumaresq, Deputy Chief Administrative Officer
Sherry Conrad, Municipal Clerk
Elana Wentzell, Director of Financial Services
Angela Veinot, Manager of Accounting
Sarah Kucharski, Communications Officer
Dave Waters, Director of Business Development, Tourism & Infrastructure
Rachel Hiltz, Recording Secretary

1. CALL TO ORDER

Councillor Hustvedt called the meeting to order at 9:00 a.m.

2. ANNOUNCEMENTS/ACKNOWLEDGEMENTS/RECOGNITIONS:

Councillor Carver congratulated Bonnie Yates, Auxiliary Member of the Cornwall & District Fire Department, for submitting an application and winning an AED machine for the Department.

Councillor Ernst recognized the South Shore Wildlife Association for their work cleaning up litter on Highway 325. Three people have been charged with littering on that road since the anti-littering campaign began.

Councillor Hustvedt noted that the Italy Cross/Middlewood Fire Department held their annual meeting recently. They are a very active department and hold various fundraisers throughout the year. They have almost raised enough money to purchase a new truck.

3. PUBLIC INPUT:

Wendy Oickle, of Wileville, was present for public input. She provided a speech regarding Doctor Recruitment (attached to original set of Minutes). She requested that Council allocate funding in their budget to recruit doctors to this area.

4. APPROVAL OF AGENDA:

Moved by Deputy Mayor Moore, seconded by Mayor Bolivar-Getson that the Agenda be approved as circulated. Carried unanimously.

5. APPROVAL OF MINUTES – April 16, 2019:

Moved by Mayor Bolivar-Getson, seconded by Councillor Carver that the Minutes of the April 16, 2019 Special Finance Committee meeting be approved as circulated. Carried unanimously.

6. BUSINESS ARISING FROM MINUTES:

Clarification was requested regarding the administration building discussion from the last meeting.

It was noted that the new administration building budget contained a 15% contingency. Also, the budget responses will include three options. 1) To build the building per the original design, 2) to have asphalt shingles instead of metal roofing, and 3) to build the building without the tower. These options are in place to ensure that the tender can be awarded while staying within budget. Staff and the consultants have worked very hard to ensure that the proposed building will remain within the budget, so this will hopefully not be an issue.

An update was requested on the progress regarding NOW Lunenburg County's presentation to Council regarding Doctor Recruitment. Staff noted this item will be on the upcoming Policy & Strategy Committee meeting Agenda.

7. AWARDING OF TENDERS/RFPs: (Nil)**8. PRESENTATIONS/SCHEDULED TIMES: (Nil)****9. CONSIDERATION OF CORRESPONDENCE (Nil)****10. RECOMMENDATIONS FROM COMMITTEES & BOARDS: (Nil)****11. STAFF REPORTS:****11.1 Finance Department****11.1.1 2019/20 Draft Operating Budget Summary**

Ms. Wentzell reviewed the 2019/20 Draft Operating Budget Summary (circulated with Agenda) and answered questions posed by Committee members.

Moved by Councillor Knickle, seconded by Deputy Mayor Moore that the Finance Committee recommend to Council that Municipal Council approve:

- **The 2019/20 Operating Budget in the amount of \$31,189,600**
- **The 2019/20 Residential Tax Rate of \$0.81 per \$100 of Assessment**
- **The 2019/20 Commercial Tax Rate of \$1.957 per \$100 of Assessment**
- **The 2019/20 Seasonal Commercial Tax Rate of \$1.468 per \$100 of Assessment.**

The motion on the floor was voted on and carried. Those opposed: Councillor Ernst.

11.1.2 2019/20 Draft Capital Budget Summary & 5 Year Plan

Ms. Wentzell reviewed the 2019/20 Draft Capital Budget Summary & 5 Year Plan (circulated with Agenda) and answered questions posed.

Moved by Deputy Mayor Moore, seconded by Councillor Whynot that the Finance Committee recommend to Council that Municipal Council approve the 2019/20 Draft Capital Budget in the amount of \$14,576,200 and the 5-Year Capital Plan. Those opposed: Councillor Ernst. Motion carried.

11.1.3 2019/20 Reserve Budget

Ms. Wentzell reviewed the 2019/20 Reserve Budget (circulated with Agenda).

It was noted that the Federal Budget, if approved, will include a one-time doubling of the gas tax funds that each municipality received in the prior year. A few other funds will be increased for this year only as well.

It was also noted that the funds generated in the Osprey Village Reserve Account are being used for the new building.

Moved by Councillor Bell, seconded by Councillor Nauss that the Finance Committee recommend to Council that Municipal Council approve the 2019/20 Reserves Transfers as noted in the 5-Year Financial Plan. Carried unanimously.

11.1.4 2019/20 Hebbville Village Commission

Ms. Wentzell reviewed the 2019/20 Hebbville Village Commission Flat Fee Area Rate (circulated with Agenda).

Moved by Councillor Nauss, seconded by Councillor Bell that the Finance Committee recommend to Council that Municipal Council approve the 2019/20 Flat Fee Area Rate of \$10 per residential and commercial property in the Village of Hebbville on behalf of the Village Commission.

A question arose regarding what the Hebbville Village Commission funds are used for. It was noted that the Village Commission Act regulates what the funds can be used for. Some of the funding will likely be used for the upcoming flood mitigation study for the area, and they also use it for signage.

The motion on the floor was voted on and carried unanimously.

11.1.5 Key Budget Messages

Ms. Kucharski reviewed the Key Budget Messages (circulated with Agenda).

Protecting the Environment

A question arose regarding the Community Incentive Cleanup Program for litter pickup. It was noted that the MJSB was not interested in undertaking the project and a letter was sent to Region 6 but no response has been received at this time.

The LaHave River Straight Pipe Replacement Program section will be updated to reflect the most recent number of installs. At this time, over 90 septic systems have been installed.

Making Life Affordable

Under the Property Assessed Clean Energy (PACE) Program, staff will include the number of homes which have been completed so far. Also, it will be noted that the Municipality of the

District of Lunenburg will be debt free in 2021. This is a big accomplishment as only one other Municipality is currently debt free.

In the LIDAR section, the terminology will be changed to make it easier to read and understand.

Building the Local Economy

The terminology for the Internet section will be revised for better readability as there are many technical terms. Staff will also include that the Internet project is being funded from all three levels of government. The paragraph will also state that 2,000 households, rather than residents, will be provided with internet service.

The section regarding roads will be updated to include all costs for the Municipality related to roads, including municipal roads and J Class funding provided to the Province.

11.2 Recreation Department

11.2.1 Canada Day Grants

Deputy Mayor Moore declared a Conflict of Interest and left the table.

Councillor Hustvedt left the Chair.

Moved by Councillor Nauss, seconded by Mayor Bolivar-Getson that Councillor Bell take the Chair so Councillor Hustvedt could speak to this item. Carried.

Councillor Bell took the Chair.

It was noted that the Petite Riviere Fire Department provided their application after the deadline and the report was completed. Ms. Bolivar noted that two late applications were received before the report was finalized and had been included in the grants recommended for approval. It was recommended that as the other two late applications were recommended for approval that the Petite Riviere Fire Department be added and that the amounts be changed to reflect this addition.

Moved by Mayor Bolivar-Getson, seconded by Councillor Nauss that the Finance Committee recommend to Council that Municipal Council award \$5,000 from the Canada Day Grant account to support community Canada Day Events on July 1, 2019 as follows:

- | | |
|--|---------|
| • New Germany Canada Day Committee | \$1,000 |
| • Riverport & District Fire Department | \$1,000 |
| • Canada Day on the LaHave (Bridgewater) | \$1,000 |
| • Petite Riviere Fire Department | \$700 |
| • Tancook Island Recreation Centre Association | \$500 |
| • Lunenburg Yacht Club | \$500 |
| • Riverport & District Community Centre | \$300 |

It was noted that there is a Policy for the Canada Day Grants, which specified a deadline and this deadline should be followed. Late applications should only be considered if funds are remaining after they were distributed to those who applied on time.

The motion on the floor was voted on and carried unanimously.

Deputy Mayor Moore returned to the table.

Councillor Hustvedt resumed the Chair.

11.2.2 Sponsorship Ad Grant – DesBrisay Museum

Ms. Bolivar reviewed the Sponsorship Ad Grant request from the DesBrisay Museum (circulated with Agenda).

Moved by Councillor Whynot seconded by Councillor Nauss that the Finance Committee recommend to Council that Municipal Council approve the Sponsorship Ad request of the DesBrisay Museum for \$200 to support their free programming for 2019. Carried unanimously.

11.2.3 Sponsorship Ad Grant – South Shore Exhibition Firefighters Challenge

Ms. Bolivar reviewed the Sponsorship Ad Grant – South Shore Exhibition Firefighters Challenge report (circulated with Agenda).

Moved by Councillor Carver, seconded by Councillor Whynot that the Finance Committee recommend to Council that \$1,000 from the Sponsorship Ad Grant Account be approved for the South Shore Exhibition, as a platinum sponsor, being held at the Exhibition Grounds in Bridgewater from July 23-28, 2019.

It was noted that the free passes MODL will receive for being a Platinum Sponsor should be provided to those with financial difficulties who would not otherwise be able to attend. It was suggested the passes could be distributed through PROKids or the United Way.

The motion on the floor was voted on and carried unanimously.

11.3 Administration Department

11.3.1 Flood Risk Mitigation Study – Petite Riviere Watershed

Amy Wamboldt, Grant Coordinator, was present and reviewed the report titled “Flood Risk Mitigation Study – Petite Riviere Watershed” (circulated with Agenda).

Moved by Councillor Nauss, seconded by Councillor Bell that the Finance Committee recommends to Council that Municipal Council endorse the Flood Risk Mitigation Study – Petite Riviere Watershed as the funding priority for the 2019 Flood Risk Infrastructure Investment Program.

A question arose regarding the possibility of adopting an early warning mechanism for residents in the flood impacted area. Also, if residents who take out building permits in the area are being notified that they are in a flood zone. The following points were noted:

- The Bridgewater Public Service Commission (BPSC) controls when the flooding occurs, as they are required to lower water levels at the water supply lake at certain times.
- MODL staff and the residents of Hebbville have had increased cooperation with the BPSC.
- A flood mitigation study is being completed to determine the best solution to deal with the flooding issue. This can include a warning system to residents, land use controls, waivers for building permits, etc. The study will be completed, all options will be explored, and the best solution will be determined.

The motion on the floor was voted on and carried unanimously.

12. MAYOR’S/DEPUTY MAYOR’S/COUNCILLORS’ MATTERS: (Nil)

13. IN CAMERA:

At 10:25 a.m., it was moved by Mayor Bolivar-Getson, seconded by Councillor Whynot that the Finance Committee go In Camera to discuss item 13.1 Contract Negotiations re HB Studios Sports Centre under Section 22(2)(e) of the *Municipal Government Act*. Carried.

Finance Committee In Camera in session.

At 10:40 a.m., it was moved by Councillor Whynot, seconded by Mayor Bolivar-Getson that the Finance Committee come out of In Camera and return to open session. Carried.

Finance Committee in session.

14. ADJOURNMENT:

There being no further business at 10:40 a.m., it was moved by Councillor Nauss, seconded by Councillor Whynot that the meeting adjourn. Carried.