

MUNICIPALITY OF THE DISTRICT OF LUNENBURG
Minutes of a Meeting of
FINANCE COMMITTEE
Held in Council Chamber, 210 Aberdeen Road, Bridgewater, NS
Tuesday, February 4, 2020 – 9:00 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 John Veinot, District 4
Councillor Cathy Moore, District 5
Councillor Claudette Garland, District 6
Councillor Wade Carver, District 7
Councillor Reid Whynot, District 9
Councillor Errol Knickle, District 10

Staff: Tom MacEwan, CAO
Alex Dumaresq, Deputy CAO
Elana Wentzell, Director of Financial Services
Sherry Conrad, Municipal Clerk
Angela Veinot, Manager of Accounting
Sarah Kucharski, Communications Officer
Rachel Hiltz, Recording Secretary

1. CALL TO ORDER

Councillor Ernst called the meeting to order at 9:00 a.m. He acknowledged that the meeting was held in Mi'Kma'ki, the traditional territory of the Mi'kmaq people.

2. ANNOUNCEMENTS/ACKNOWLEDGEMENTS/RECOGNITIONS: (Nil)

3. PUBLIC INPUT: (Nil)

4. APPROVAL OF AGENDA:

Two items were requested to be added to the Agenda:

- Pre-Budget Approval – Litter Clean Up Incentive Program
- In Camera Contract Negotiations re Lunenburg County Lifestyle Centre

Moved by Councillor Whynot, seconded by Councillor Nauss that the Finance Committee Agenda be amended to add an item titled “Pre-Budget Approval – Litter Clean Up Incentive Program” and an In Camera item titled “Contract Negotiations re Lunenburg County Lifestyle Centre under Section 22(2)(e) of the MGA”. Carried unanimously.

Moved by Councillor Nauss, seconded by Councillor Bell that the Finance Committee Agenda be approved as amended. Carried unanimously.

5. APPROVAL OF MINUTES – December 3, 2019:

Moved by Deputy Mayor Hustvedt, seconded by Councillor Carver that the Minutes of the December 3, 2019 Finance Committee meeting be approved as circulated. Carried unanimously.

6. BUSINESS ARISING FROM MINUTES: (Nil)**7. AWARDING OF TENDERS/RFPs: (Nil)****9. CONSIDERATION OF CORRESPONDENCE (Nil)****10. RECOMMENDATIONS FROM COMMITTEES & BOARDS:****10.1 Valda Walsh, Region 6, 2020/21 Budget**

Valda Walsh, Region 6 Coordinator, was in attendance to give a presentation titled “Region 6 Budget 2020/21” (circulated with Agenda). Ms. Walsh noted that MODL’s share of the 2020/21 Region 6 Budget will be \$21,944.33 and answered questions posed by Committee members.

Moved by Deputy Mayor Hustvedt, seconded by Councillor Nauss, that the Finance Committee recommends to Council that Municipal Council approve the 2020/21 Region 6 Budget with the Municipality’s share of the budget being \$21,944.33. Carried unanimously.

Ms. Walsh was thanked for her presentation and left the meeting at this time.

11. STAFF REPORTS:**11.1 Finance Department****11.1.1 2019/20 Operating Fund Variance and Capital Status Reports**

Ms. Wentzell reviewed the report titled “2019/20 Operating Fund Variance Report & Capital Project Status Update” (circulated with Agenda) and answered questions posed by Committee members.

11.1.2 2020/21 Proposed Street Light & Hydrant Area Rates

Ms. Wentzell reviewed the report titled “2020/21 Proposed Street Light & Hydrant Area Rates” (circulated with Agenda).

It was noted that all the hydrant rates and street light rates are going down with the exception of street lights at Whitley and Jenny Drives. These two areas had surpluses and had a reduction in rate in the past. These rates are going to start reflecting their normal rate going forward.

Moved by Councillor Moore, seconded by Councillor Nauss that the Finance Committee recommends to Council that Municipal Council approve:

- The 2020/21 Fire Hydrant Rate of \$0.1308 per \$100 of Assessment; and
- The 2020/21 Street Light Rates as presented.

Carried unanimously.

11.1.3 Tax Relief – Damaged Property – Hebbs Cross

Ms. Wentzell reviewed the report titled “Tax Relief – Damaged Property – Hebbs Cross” (circulated with Agenda).

Moved by Councillor Nauss, seconded by Councillor Veinot that the Finance Committee recommends to Council that Municipal Council approve tax relief in the amount of \$666.54 as per the submitted application for the property located at 511 Mines 2 Road, AA#02540223, and as per Section 2(b) of Policy MDL-12 “Tax Exemption/Reduction Policy”. Carried unanimously.

11.2 Engineering Department

11.2.1 Pre-Budget Approval – New Position – Engineer-in-Training (EIT)

Stephen Pace, Director of Engineering Services, was in attendance and reviewed the report titled “Pre-Budget Approval – New Position – Engineer-in-Training (EIT)” (circulated with Agenda).

Moved by Councillor Whynot, seconded by Mayor Bolivar-Getson that the Finance Committee recommends to Council that Municipal Council approve the proposed pre-budget approval of up to \$61,000 for 2020/21 for the creation of an Engineer-in-Training (EIT) position within the Engineering and Public Works Department.

A question arose regarding when MODL would be notified if the grants applied for to offset the cost of the position would be received. Mr. Pace noted that the Grant Coordinator is waiting for notification.

It was noted that the Engineering Department and Recreation Department had some restructuring, which resulted in additional work for the Engineering Department, which is why they require an additional position.

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

12. MAYOR’S/DEPUTY MAYOR’S/COUNCILLORS’ MATTERS:

12.1 Lunenburg County Lifestyle Centre (LCLC) Update

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

Councillor Ernst and Mayor Bolivar-Getson provided an update on the following:

- December and January Financial Reports will be available at the upcoming Board meeting.
- The new manager, Kent Walsh, is still being trained by Ed Pavao (NuStadia). Mr. Walsh will be asked to give a presentation to Council.
- Andrew Tanner is now the Board Chair.
- A request is coming from the Town of Bridgewater and MODL to appoint alternate members to the Board, so there is equal representation from both municipalities, and more fair voting. The recommendation will be coming forward, as it is currently with legal counsel.
- An engineering report is in progress and will be coming forward to Council.
- There are issues with the electric charging spots being occupied by non-electric vehicles. Two of these spots will be designated as tow away zones for non-electric vehicles.
- A signage request is being made to MODL to place signs throughout municipal areas to give direction to the LCLC.
- They are working on fixing the litter issues around the entrance of the facility.
- The next meeting will be February 20, 2020.
- The helmet program was a motion passed that should be in place in September. This will mean helmets will be mandatory during public skates for anyone under 19.
- The South Shore Mustangs finished first in the league, and are anticipated to continue playing well into the playoffs, which start this Saturday. The Gary Wentzell tournament is now one of the largest tournaments with 71 teams. This means there will be increased hockey at the LCLC, as well as increases in hotel bookings, etc. for the area.
- There are senior hockey members who have a lot of memorabilia and are interested in creating rotating showcases at the LCLC.

Councillor Ernst returned to the Chair.

12.2 Pre-Budget Approval – Litter Cleanup Incentive Program

Councillor Garland advised that on November 12, 2019 Municipal Council made a motion to direct staff to advise the Municipal Joint Services Board (MJSB) that they would accept their offer for the MJSB staff to develop and implement a proposal for a Litter Cleanup Incentive Program; and, to bring the program back to Council for approval prior to implementation.

Moved by Councillor Garland, seconded by Councillor Nauss that the Finance Committee recommends to Council that Municipal Council give pre-budget approval for the allocation of \$10,000 in the 2020/21 Municipal Budget for the implementation of a Litter Cleanup Incentive Program in the 2020/21 fiscal year.

The program will pay \$100 per km to a non-profit organization that provides litter cleanup along a road. The MJSB will implement the program, and has created application forms, standards, and safety processes. Last year, \$10,000 was budgeted for this program, but not used. The request now is for pre-budget approval of the same amount for the upcoming year. MJSB staff would like to begin promoting the program in

March, to get uptake for the litter cleanup season in April and May. Stephanie Smits, Supervisor Outreach & Communications, will be presenting the program in detail at an upcoming Council meeting.

Concern was raised that the program could be advertised before Council receives the details of the program. It was noted that this is only a motion to recommend to Council, therefore, the motion will not be ratified until it is discussed at the Council meeting.

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

8. PRESENTATIONS/SCHEDULED TIMES:

8.1 Bridgewater Tennis Club – Request for Funding

Jennifer Laughlin and John Risser were in attendance and gave a presentation titled “Bridgewater Tennis Club” (circulated with Agenda). The following points were noted:

- Court 3 requires a full resurfacing, rather than repairs. Courts 1 and 2 are still usable, but also need repairs. The clubhouse roof and deck need repairs. All three courts and the clubhouse are getting to unsafe and unusable conditions.
- There are members from MODL that utilize the courts, and the Bridgewater Tennis Club provides very reasonable seasonal rates, as well as a \$5 drop in rate. Their season runs from May to October and remains steadily busy with about 140 adult and junior members. They also offer summer youth programs.
- There are some concerns with the current somewhat hidden location, lack of parking, and swamp area which is causing freeze/thaw issues for the courts. Consideration was made to moving the courts and there are discussions for a five year plan to relocate the facility. The current courts will still need to be repaired, as they will not last that long.
- The Club members regularly volunteer their time to work on general maintenance and upkeep of the facility, however, no significant repairs have been done since 2007. The proposed repairs should last for another 5-10 years.

The following options for funding were presented:

- MODL offers a \$10,000 major capital recreation grant, which the Tennis Club is encouraged to apply for.
- The Club can come to Council with a request for the remaining \$10,000, which may be able to be provided over a period of years from the general budget.
- Council may entertain continued, ongoing financial support to the club.
- Due to the age of the Club, they may be able to get funding from the Department of Communities, Culture and Heritage.

Ms. Laughlin and Mr. Risser were thanked for their presentation and left the meeting at this time.

13. IN CAMERA:

At 10:45 a.m., it was moved by Mayor Bolivar-Getson, seconded by Councillor Nauss that Municipal Council go In Camera to discuss the following items:

- **13.1 Land Negotiations re Osprey Village under Section 22(2)(a) of the *Municipal Government Act***
- **13.2 Contract Negotiations under Section 22(2)(e) of the *Municipal Government Act***
- **13.3 Contract Negotiations re LCLC under Section 22(2)(e) of the *Municipal Government Act*.**

Carried unanimously.

Municipal Council In Camera in session.

At 11:15 a.m., it was moved by Deputy Mayor Hustvedt, seconded by Councillor Whynot 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 11:15 a.m., it was moved by Councillor Bell, seconded by Councillor Whynot that the meeting adjourn. Carried.