

Municipality of the District of Lunenburg
Minutes of a Meeting of Finance Committee
Held Tele and Video Conference
02, February, 2021 – 9:00 a.m.

Attendance:

Councillor Cathy Moore, District 5, Chair
Councillor Sandra Statton, District 6, Vice Chair
Mayor Carolyn Bolivar-Getson
Deputy Mayor Martin Bell, District 2
Councillor Leitha Haysom, District 1
Councillor Wendy Oickle, District 3
Councillor Pam Hubley, District 4
Councillor Michelle Greek, District 7
Councillor Kacy DeLong, District 8
Councillor Reid Whynot, District 9
Councillor Chasidy Veinotte, District 10

Staff

Alex Dumaresq, Deputy Chief Administrative Officer
Sherry Conrad, Municipal Clerk
Sarah Kucharski, Communications Officer
Elana Wentzell, Director of Finance
Angela Veinot, Accounting Manager
Bill Schurman, Director of Recreation
Jeff Merrill, Director of Planning & Development Services
Dave Waters, Director Business Development, Tourism & Infrastructure
Byung Jun Kang, Planner
Darren Schupe, Senior Planner
Rachel Hiltz, Executive Assistant

1. CALL TO ORDER

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

2. ANNOUNCEMENTS/ACKNOWLEDGEMENTS/RECOGNITION

2.1 Proclamation – African Heritage Month

Mayor Bolivar-Getson proclaimed the month of February as African Heritage Month.

3. PUBLIC INPUT (Nil)

4. APPROVAL OF AGENDA

Moved by Councillor Greek, seconded by Deputy Mayor Bell that the Agenda be approved as circulated. Carried unanimously.

5. APPROVAL OF MINUTES – December 1, 2020

Moved by Councillor Whynot, seconded by Mayor Bolivar-Getson that the Minutes of the December 1, 2020 Finance Committee meeting be approved as circulated. Carried unanimously.

6. BUSINESS ARISING FROM MINUTES (Nil)

7. AWARDING OF TENDERS/RFPs (Nil)

8. PRESENTATIONS/SCHEDULED TIMES

8.1 Region 6 2021/2022 Budget – Valda Walsh & Christine McClare

Valda Walsh & Christine McClare, Region 6, gave a presentation on the 2021/2022 Budget (circulated with Agenda). The following points were noted:

- There are 7 regions throughout the Province, and Region 6 consists of the areas West Hants to Barrington and the South Shore and consists of 12 municipal units.
- The billing amount to each municipal unit is based on population, and MODL has the highest percentage for Region 6, but also receives the most funding back. The cost to each unit is about \$0.80 per capita. Region 6 funding is mainly from outside sources, and the remainder is collected from the units.
- Region 6 has a Regional Educator, Angela Taylor, who does presentations to schools, businesses, public events, etc. on waste issues. This year due to COVID-19, they have had to find new ways to get their messaging out to the public, which has caused an increase in the budget.
- The Dairy Stewardship is an extended producer responsibility program, where the dairy industry pays for the recycling of the products they create.
- Questions arose regarding options for other extended producer responsibility programs, such as with the paper industry. Ms. McClare advised that a program with the paper industry is being worked on and the Province makes the final decision.

Moved by Councillor Greek, seconded by Mayor Bolivar-Getson that the Finance Committee recommends to Council that Municipal Council approve the Region 6 2021/2022 Budget with the Municipality of the District of Lunenburg's share of the budget being \$19,870.00.

Council requested that additional information be presented regarding the extended producer responsibility program for the dairy industry and the potential paper industry program. Also, they requested further information on the public bins program.

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

9. CONSIDERATION OF CORRESPONDENCE (Nil)

10. RECOMMENDATIONS FROM COMMITTEES & BOARDS (Nil)**11. STAFF REPORTS****11.1 Finance Department****11.1.1 Operating and Capital Variance Report**

Ms. Wentzell reviewed the report titled “2020/21 Operating Fund Variance Report & Capital Project Status & Gas Tax Investment Update” (circulated with Agenda) and answered questions posed by Committee members.

The following points were noted:

- The annual budget and forecast for the Lunenburg County Lifestyle Centre had an increase of 15%. This was a prior year deficit we funded in the current year.
- Safe Restart Grant – This is a Federal grant that can be used for anything related to COVID-19, such as hand sanitizer stations, the glass barricade at the front counter, etc. This funding will be audited so we are asking for clarification on exactly how the funds can be used.
- Riverport School demolition came in under budget as we budgeted for the worst case scenario for remediation. Councillors asked if it was possible to use the infrastructure funding from the Province for the Centre School Demolition. Staff asked the province if we could carry over the money. The initial answer was that we could not but staff are looking into this further. We have to submit claims for the expenses in order to receive the funding.
 - There are also options to use this funding for more work to be done at the Riverport School property.
 - Members of the Riverport community would like to see the area made into a green field. A second round of environmental testing is still scheduled to happen. Once these results come back, further work can be done regarding landscaping there.
 - This funding expires on March 31 and staff are asking for an extension.
- The property in Oakland will be upcoming in a future capital budget and Council will decide what year the work will be completed. This report is just related to current capital budget projects.

11.1.2 2021/2022 Area Rates

Ms. Wentzell reviewed the report titled “2021/22 Proposed Area Rates: Streetlights, Hydrants, Sewers” (circulated with Agenda).

A question arose regarding street lights, and why a few of the rates went down. Ms. Wentzell noted that street light rates can go down if: the account had a surplus from the prior year (the rate would go down this year to accommodate that); properties were added; or, if the assessment values in the area increased at a higher rate than the cost of the street lights.

Moved by Deputy Mayor Bell, seconded by Councillor Oickle that the Finance Committee recommends to Council that Municipal Council approve:

- **The 2021/22 Fire Hydrant Rate at \$0.1684 per \$100 of Assessment**
- **The 2021/22 Street Light Rates as presented**
- **The 2021/22 Sewer Rates at \$0.43/\$100 assessment Global Rate and \$0.25/\$100 assessment Hebbville Rate**

Motion carried unanimously.

12. MAYOR'S/DEPUTY MAYOR'S/COUNCILLORS' MATTERS

12.1 Lunenburg County Lifestyle Centre (LCLC) Update

Councillor Hubley provided the following update:

- The Board governance and annual review is ongoing. A few small changes are coming due to the change in Board structure. More amendments will be coming after a review of strategic priorities and goals is completed.
- The annual budget was reviewed and is being discussed.
- There are unknown impacts of COVID, but some known impacts are:
 - There was a high demand for swimming over the school break, which was a challenge with restriction in number of people.
 - The limit to the number of people who could go to public skates and hockey games. This caused user dissatisfaction and loss of income. They increased the number of public skates to try to offset this.
 - It is anticipated that the Lumberjacks can begin playing after February 24th.
- The energy conservation project had some delays. Phase 1 is now expected to start in February 2021 and take 10 weeks to complete. Phase 2 details will be coming.
- The Wi-Fi project is almost complete. A decision was made not to have Wi-Fi in the pool area, as phones are not allowed there.
- They are working with the Nova Scotia Health Authority to create a program where a doctor can prescribe 3 free visits to the LCLC for patients who feel recreation would help them. The LCLC can be used for rehabilitation as well, as it has walking, swimming and skating options. This would be a great mindset to have in the community.
- The job description for a Communication and Marketing Coordinator was reviewed. The previous position was focused on events, the new position will focus on social and print media and campaigns. This will be included in the 2021 budget.
- There was considerable damage caused at the rear of the parking lot, where people drove over the lawn. Barricades have since been put up to stop this. It was noted that this is something that will have to be fixed at the taxpayer's expense. A question arose if there was a police investigation and if there were any cameras in that area. This information will be provided at a later time.

13. ADDED ITEMS (Nil)

14. IN CAMERA (Nil)

15. ADJOURNMENT

There being no further business at 10:08 a.m., it was moved by Councillor Whynot, seconded by Councillor Hubley that the meeting adjourn. Carried.