

Municipality of the District of Lunenburg

Minutes of a Meeting of the Finance Committee

Held via Tele and Video Conference

Tuesday, September 7, 2021 – 9:00 a.m.

Attendance

Councillor Cathy Moore, District 5, Chair

Mayor Carolyn Bolivar-Getson

Councillor Leitha Haysom, District 1

Councillor Martin Bell, District 2

Councillor Wendy Oickle, District 3

Councillor Pam Hubley, District 4

Councillor Sandra Statton, District 6

Councillor Michelle Greek, District 7

Councillor Kacy DeLong, District 8

Councillor Reid Whynot, District 9

Councillor Chasidy Veinotte, District 10

Staff

Tom MacEwan, Chief Administrative Officer

Alex Dumaresq, Deputy CAO

Elana Wentzell, Director of Finance

Tina Robichaud-Bond, Acting Municipal Clerk

Sarah Kucharski, Communications Officer

Bill Schurman, Director of Recreation Services

Byung Jun Kang, Planner

Darren Shupe, Senior Planner

Jeff Merrill, Director of Planning and Development Services

Rachel Hiltz, Recording Secretary

1. Call to Order

1.1 Mi'kma'ki Territorial Acknowledgement

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

2. Announcements/Acknowledgements/Recognition (Nil)

3. Public Input (Nil)

4. Approval of Agenda

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

5. Approval of Minutes – July 6, 2021

Moved by Mayor Bolivar-Getson, seconded by Councillor Oickle that the Minutes of July 6, 2021 Council meeting be approved as circulated. Carried unanimously.

6. Business Arising from Minutes (Nil)**7. Presentations/Scheduled Times – Audit Committee Training Session**

Ms. Wentzell noted that Councillors were required to complete one remaining Audit Committee training session related to reading Financial Statements. Councillors received the training (circulated with Agenda). The following points were noted:

- Restricted reserves are funds set aside for specific projects. General reserves and money in the operating fund are considered unrestricted funds.
- The March 31, 2021 Financial Statements will be distributed by September 9 for review prior to the September 14 Audit Committee Meeting. During this meeting, the Auditors will go through the statements and any questions can be answered at that meeting.

8. Consideration of Correspondence (Nil)**9. Recommendations from Committees & Boards (Nil)****10. Staff Reports****10.1 Finance Department****10.1.1 Property Tax Rebate Applications**

Ms. Wentzell reviewed the report titled, “Update on Property Tax Exemption Applications” (circulated with Agenda). The following points were noted:

- Applications are due by August 1, however, late applications are accepted until all available funds are used.
- The income maximum is \$29,999. Council requested this maximum be reviewed at the strategic planning session.
- Those qualifying for an exemption will receive a credit on their final tax bill.
- The organizations noted in the report are locations where residents could pick up application forms. The organizations did not receive rebates.

10.2 Planning Department**10.2.1 Electric Vehicle Charging Station (Amendments to Fees Policy)**

Byung Jun Kang, Planner, reviewed the report titled “EV Charging Station Policy (Amendments to the Fees Policy)” (circulated with Agenda). The following points were noted:

- There is interest in having electric vehicle chargers located in various locations throughout MODL, such as parks or at fire halls.
- Some Councillors felt the chargers should be free, while others felt they should not be free, but MODL should not be making a profit from them. It is important that the fee

covers any ongoing maintenance costs and there would be benefit in having some funds available to install more chargers.

- There needs to be a re-evaluation period for the fee.

Moved by Councillor Whynot, seconded by Deputy Mayor Bell that the Finance Committee recommends to Council that Municipal Council amend MODL Policy 058 Fees Policy, as presented in Appendix A of the staff report dated September 7, 2021, with the electric vehicle charging station fee set at \$1.05 per hour.

It was noted that the usage of the chargers was not yet known. The \$1.05 per hour fee was expected to provide surplus funds to help offset the cost of additional chargers and/or maintenance of existing chargers. There are also grant opportunities for installing new chargers to help offset installation costs.

The fee would be applicable to the chargers currently installed at the MODL office, as well as any future installed chargers anywhere in MODL. The chargers at the Lunenburg County Lifestyle Centre will remain free as they do not have the capacity to take payments.

Motion to Amend:

Moved by Councillor Hubley, seconded by Councillor Haysom that the motion on the floor be amended to state that the electric vehicle charging fee of \$1.05 be reviewed in one year's time. Carried unanimously.

Amended Motion:

Moved by Councillor Whynot, seconded by Deputy Mayor Bell that the Finance Committee recommends to Council that Municipal Council amend MODL Policy 058 Fees Policy, as presented in Appendix A of the staff report dated September 7, 2021, with the electric vehicle charging station fee set at \$1.05 per hour, and the fee to be reviewed in one year. Carried unanimously.

10.3 Recreation Department

10.3.1 Remembrance Day Grants

Tissy Bolivar, Program Coordinator, reviewed the report titled "Remembrance Day Grants" (circulated with Agenda).

Moved by Councillor DeLong, seconded by Deputy Mayor Bell that the Finance Committee recommends to Council that Municipal Council award \$750 from the Remembrance Day Grant fund to support community Remembrance Day Events on November 11, 2021 as follows:

Royal Canadian Legion Branch #23 (Lunenburg)	\$250
Royal Canadian Legion Branch #49 (Mahone Bay)	\$250
Royal Canadian Legion Branch #102 (New Germany)	\$250

Carried unanimously.

11. Mayor's/Deputy Mayor's/Councillors' Matters (Nil)

12. Added Items (Nil)

13. In Camera

At 10:50 a.m., it was moved by Councillor Hubley, seconded by Councillor Greek that the Finance Committee go In Camera to discuss the following items:

13.1 Legal Advice re Litigation under Section 22(2)(f) of the MGA

13.2 Land Negotiations re Osprey Village under Section 22(2)(a) of the MGA

Carried unanimously.

Finance Committee In Camera In Session.

At 11:40 a.m., it was moved by Councillor Haysom, seconded by Mayor Bolivar-Getson that the Finance Committee come out of In Camera and return to open session. Carried unanimously.

Finance Committee in session.

14. Adjournment

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