

Municipality of the District of Lunenburg Minutes of a Meeting of the Finance Committee

Held at Council Chambers, 10 Allée Champlain Drive, Cookville NS

In Person and Via Audio and Video Conference

Tuesday, September 6, 2022 – 9:00 a.m.

Attendance

Councillor Michelle Greek, District 7, Chair

Councillor Wendy Oickle, District 3, Vice Chair

Mayor Carolyn Bolivar-Getson (via Teams) (left meeting at 9:24 a.m.)

Councillor Leitha Haysom, District 1

Councillor Martin Bell, District 2

Councillor Pam Hubley, District 4

Cathy Moore, District 5

Councillor Sandra Statton, District 6

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

Dave Waters, Director of Economic Development (via Teams)

Tissy Bolivar, Program Coordinator

Sarah Kucharski, Manager Corporate Services and Communications (via Teams)

Jeanette Renton, Casual Recording Secretary

Tina Robichaud-Bond, Executive Assistant to the CAO

April Whynot-Lohnes, Municipal Clerk

1. Call to Order

Councillor Greek 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, Recognitions

A new municipal staff member was introduced to Council. Jeanette Renton, Casual Recording Secretary.

3. Public Input - Nil

4. Approval of Agenda (as circulated)

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

5. Approval of Minutes – July 5, 2022

Moved by Councillor Oickle, seconded by Councillor Haysom that the Minutes of the July 5, 2022, Finance Committee meeting be approved as circulated. Carried unanimously.

6. Business Arising from Minutes – Nil

7. Awarding of Tenders/RFPs - Nil

8. Presentations/Schedule Times - Nil

9. Consideration of Correspondence - Nil

10. Recommendations from Committees & Boards - Nil

11. Staff Reports

11.1 Finance Department

11.1.1 Update re Property Tax Rebate Applications

Elana Wentzell, Director of Finance, reviewed the “Update on Property Tax Rebate Applications (MDL Policy 49)” report circulated with the agenda. It was clarified that the August 1st deadline was established to allow staff time to review applications and process the credits to the applicable tax accounts and, that applications received after the August 1st deadline, are processed according to available funds.

11.1.2 Operating Variance Reports 1st Quarter (April 1 – June 30, 2022)

Ms. Wentzell reviewed the “Operating Variance Reports 1st Quarter (April 1 – June 30, 2022)” report circulated with the agenda. It was noted that revenue under Building Services was now regional and was projected to generate more income than in previous years.

11.1.3 Interest Write-Off Consideration – Conseil Scolaire Acadien Provincial

Ms Wentzell reviewed the “Interest write-off consideration - Conseil Scolaire Acadien Provincial” report circulated with the agenda. It was noted that the bill for the service fee was based on tax assessment rather than usage. It was clarified that no bills were sent out prior to 2020 and that interest was accrued from the bill.

Mayor Bolivar-Getson left the meeting.

Moved by Councillor Bell, seconded by Councillor Whynot that the Finance Committee direct staff to write a letter to the Francophone School Board asking for payment of the late interest charges of \$16,130.86.

It was requested that the Motion be amended to include all current interest and remove the dollar amount as presented.

Motion to Amend.

Moved by Councillor Haysom, seconded by Councillor Hubley that the Motion on the floor be amended by inserting “current” before late interest charges to date and striking out “of \$16,130.86” . Carried unanimously.

Amended Motion.

Moved by Councillor Bell, seconded by Councillor Whynot that the Finance Committee write a letter to the Francophone School Board asking for payment of the current late interest charges. Carried unanimously.

11.2 Recreation Department

11.2.1 Sponsorship Ad Grant – Walk YOUR Way for Autism NS

Tissy Bolivar, Program Coordinator, was in attendance and reviewed the Sponsorship Ad Grant - Walk YOUR Way for Autism NS – report circulated with the agenda.

Moved by Councillor Haysom, seconded by Councillor Bell that the Finance Committee recommend to Council that Municipal Council approve the Sponsorship Ad request of Autism Nova Scotia for \$250 for the “Supporter” level sponsorship for the Walk YOUR Way annual event on September 24, 2022. Carried unanimously.

11.2.2 Sponsorship Ad Grant – HB Studios Sports Centre

Ms. Bolivar reviewed the “Sponsorship Ad Grant - HB Studios Sports Centre” report circulated with the agenda. It was noted that two complimentary 3-month track passes are provided and are given to members of the community.

A question was raised on why there was HST on the HB Studios Sports Centre sponsorship request but not on the Walk YOUR Way for Autism NS sponsorship request. It was noted that local chapters of organizations under \$35,000 are exempt from HST.

Moved by Councillor Whynot, seconded by Councillor Veinotte that the Finance Committee recommend to Council that Municipal Council approve the Sponsorship Ad request of HB Studio Sports Centre for \$250 + HST as a “Bronze” level sponsor. Carried unanimously.

Ms. Bolivar left the meeting.

12. Mayor's/ Deputy Mayor's/ Councillors' Matters

12.1 Deputy Mayor Moore advised that she attended to cheque signing and communications with the Mayor, CAO and Deputy CAO.

12.1 Mayor's Update - The Mayor was not available to provide her update.

13. Added Items - Nil

14. In Camera - Nil

15. Adjournment

There being no further business, at 9:39 a.m., it was moved by Councillor Whynot, seconded by Councillor Haysom that the meeting adjourn. Carried unanimously.