

Municipality of the District of Lunenburg

Minutes of a Meeting of the Finance Committee

Held in Council Chamber, 10 Allée Champlain Drive, Cookville, NS
Tuesday, February 7, 2023 – 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
Deputy Mayor Pam Hubley, District 4
Councillor Sandra Statton, District 6 (via TEAMS)
Councillor Michelle Greek, District 7 (via TEAMS)
Councillor Kacy DeLong, District 8
Councillor Reid Whynot, District 9
Councillor Chasidy Veinotte, District 10, Vice Chair

Regrets

Councillor Wendy Oickle, District 3

Staff

Tom MacEwan, Chief Administrative Officer
Alex Dumaresq, Deputy CAO (via TEAMS)
Elana Wentzell, Director of Finance
Jeanette Renton, Recording Secretary
April Whynot-Lohnes, Municipal Clerk

1. Call to Order

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

- 2.1 Councillor DeLong reported that the Mahone Island Conservation Association's fall newsletter contained an article offering sincere thanks to the Municipality of the District of Lunenburg, the Municipality of Chester and the Nova Scotia Department of Natural Resources & Renewables for their participation and foresight in the installation of six public moorings and helping to improve public access to the Mahone Islands.
- 2.2 Councillor Haysom congratulated Lunenburg County Lifestyle Centre (LCLC) staff and volunteers on executing an extremely successful Family Fun Day on January 28th.
- 2.3 Mayor Bolivar-Getson also acknowledged the success of the Family Fun Day and the effective joint partnership with the Town of Bridgewater in hosting this event.

3. Public Input - Nil

4. Approval of Agenda

Mr. MacEwan requested that the following item be added to the Agenda:

12.1 Presentation by Property Valuation Services Corporation

Moved by Councillor Bell, seconded by Deputy Mayor Hubley that the Agenda be approved with the addition of Item 12.1 Presentation by Property Valuation Services Corporation. Carried unanimously.

5. Approval of Minutes – December 6, 2022

Moved by Mayor Bolivar-Getson, seconded by Councillor Delong that the Minutes of December 6, 2022, Council meeting be approved as circulated. Carried unanimously.

6. Business Arising From Minutes - Nil

7. Awarding of Tenders/RFPs - Nil

8. Presentations/Scheduled Times - Nil

9. Consideration of Correspondence

9.1 Riverport Electric Light Commission, Request for Financial Assistance

Ms. Wentzell presented a request from Riverport Electric Light Commission for financing in the amount of \$350,000 to support their Five-Year Capital Expenditure Plan and recommended the request be referred to staff for review.

Moved by Councillor Whynot, seconded by Deputy Mayor Hubley that the Finance Committee refer the request from Riverport Electric Light Commission for Financial Assistance to staff for review and report back to the February 28, 2023, Council Meeting with a recommendation. Carried unanimously.

10. Recommendations from Committees & Boards - Nil

11. Staff Reports

11.1 Finance Department

11.1.1 Operating Variance Reports 3rd Quarter (to December 31, 2022)

Ms. Wentzell reviewed the “Operating Variance Reports 3rd Quarter (to December 31, 2022)” circulated at the meeting.

The following was discussed:

- A projected Operating surplus of \$2.272M represents a 6.35% budget variance
- Deed transfer tax and interest on deposits account for \$1,810,150 of the \$1,883,090 revenue variance
- Insurance costs were up 5% from the previous year and are expected to continue to increase going forward
- A \$55,000 trail grant carried over from the previous year was not needed as it was paid out before year end last year and is offset by a new approved \$34,500 transit grant

11.1.2 2023/24 Proposed Area Rates: Streetlights, Hydrants & Sewers

Angela Veinot, Accounting Manager, presented the “2023/24 Proposed Area Rates: Streetlights, Hydrants & Sewers”.

The need for a review of fire hydrant tax rates was discussed and direction was given for staff to do a review and report back to Council.

Moved by Deputy Mayor Hubley, seconded by Councillor Delong that the Finance Committee recommend that Municipal Council approve:

- **The 2023/24 Fire hydrant rate at \$0.1713/\$100 of assessment**
- **The 2023/24 Streetlight rates as presented**
- **The 2023/24 Sewer rates at \$0.43/\$100 of assessment for global rate and \$0.25/\$100 of assessment for Hebbville rate**

Carried unanimously.

11.2 Administration Department

11.2.1 Strategic Priorities 2023-2025

Mr. MacEwan presented “Strategic Priorities 2023-2025” and outlined four strategic priorities which align with Council’s new vision mission and values statement and speak to the municipal responsibilities as established in the Municipal Government Act.

- 1) Osprey Village Growth Centre
- 2) Re-Create! Parks
- 3) Climate Change Action Plan
- 4) MODL 2040

The proposed four strategic priorities represent ambitious work that will move the Municipality forward as a leader in economic growth, recreation and public space, climate change mitigation and community planning.

Moved by Councillor Delong, seconded by Councillor Veinotte that the Finance Committee recommend to Council that Municipal Council approve the strategic priorities for 2023-2025 as presented. Carried unanimously.

Council recessed at 9:46 a.m. and resumed at 9:58 a.m.

12. Added Items

12.1 Presentation by Property Valuation Services Corporation

Paul Beazley, PVSC Municipal Account Manager, and Rod Tremblay, Assistant Director, Roll & Data Maintenance, made a presentation on "Property Valuation Services Corporation".

The following was discussed:

- Nova Scotia Assessment Act
- Property Assessments in Nova Scotia
- 2023 Assessment Roll
- Capped Assessment Program
- Inquiry and Appeal Period

13. Adjournment

There being no further business at 11:10 a.m., it was moved by Deputy Mayor Hubley, seconded by Councillor Whynot that the meeting adjourn. Carried.