

## **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, November 21, 2023 – 11:10 a.m. (Immediately Following the PSC Meeting)**

### **Attendance**

Councillor Leitha Haysom, District 1, Chair  
Councillor Martin Bell, District 2, Vice Chair  
Mayor Carolyn Bolivar-Getson (via Teams)  
Deputy Mayor Wendy Oickle, District 3 (arrived at 11:31 a.m.)  
Councillor Pam Hubley, District 4  
Councillor Cathy Moore, District 5  
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 (via Teams)  
Elana Wentzell, Director of Finance  
April Whynot-Lohnes, Municipal Clerk  
Joanne Powers, Executive Assistant

### **1. Call to Order**

Ms. Wentzell called the meeting to order at 11:10 a.m. and began by acknowledging that the meeting was held in Mi'kma'ki, the traditional territory of the Mi'kmaq people.

### **2. Nomination and Election by Ballot for Chair and Vice Chair**

Ms. Wentzell called for nominations, by ballot, for the position of Chair. Those nominated were:

Deputy Mayor Oickle; Councillors Veinotte, Moore, DeLong, Hubley, Bell, and Haysom.  
Councillors Veinotte, Hubley, and Bell declined their nominations.

On the first ballot, Councillors Moore, DeLong and Haysom's names remained on the ballot.  
Councillor DeLong withdrew.

On the second ballot, Councillor Haysom was declared the Chair.

**Moved by Councillor DeLong, seconded by Councillor Moore that the ballots be destroyed.  
Carried unanimously.**

Ms. Wentzell called for nominations, by ballot, for the position of Vice Chair. Those nominated were:

Councillors Hubley, DeLong, Bell, and Moore. Councillors Moore and Hubley declined their nominations.

On the first ballot, Councillor Bell was elected as Vice Chair.

**Moved by Councillor Moore, seconded by Councillor DeLong that the ballots be destroyed. Carried unanimously.**

- 3. Announcements/Acknowledgements/Recognition - Nil**
- 4. Public Input - Nil**
- 5. Approval of Agenda**

**Moved by Councillor Hubley, seconded by Councillor Whynot that the Agenda be approved as circulated. Carried unanimously.**

**6. Approval of Minutes – October 3, 2023**

**Moved by Councillor Veinotte, seconded by Councillor DeLong that the Minutes of the October 3, 2023, Finance Committee meeting be approved as circulated. Carried unanimously.**

- 7. Business Arising from Minutes - Nil**
- 8. Presentations/Scheduled Times - Nil**
- 9. Consideration of Correspondence - Nil**
- 10. Recommendations from Council – Nil**

Deputy Mayor Oickle arrived at the meeting at 11:31 a.m.

**11. Staff Reports**

**11.1 Finance Department**

**11.1.1 Operating Variance Report Q2 (to September 30, 2023)**

Elana Wentzell, Director of Finance, reviewed the report entitled, “Operating Variance Report 2<sup>nd</sup> Quarter (to September 30, 2023)” included in the agenda package. Ms. Wentzell projected an operating surplus of \$885,438 in the second quarter which represents a \$857,738 (2.2%) budget variance.

The revenue variance showed \$863,959 in additional revenue expected to be received compared to budget and the expenditure variance showed \$18,704 less in forecasted costs compared to budget.

**11.1.2 Capital Status Report Q2 (to September 30, 2023)**

Elana Wentzell, Director of Finance, reviewed the report entitled, “Capital Status & CCBS Investment Report 2<sup>nd</sup> Quarter (to September 30, 2023)” included in the agenda package. Of the \$9.4M approved budget, project costs in the amount of \$981,874 have been paid to date with a forecast of \$8.8M to be completed year end.

Various capital projects were discussed. Stephen Pace, Director of Engineering & Public Works, reported that the design work on the solar panels for the Conquerall Bank sewer treatment plant was underway and a schedule would be available soon.

**12. Added Items - Nil**

**13. In Camera – Nil**

**14. Adjournment**

**There being no further business, the meeting adjourned at 12:03 p.m.**