

**COMMITTEE OF THE WHOLE COUNCIL  
BUDGET MEETINGS  
MAY 24 & 25, 2012**

The meeting was called to order at 8:35 a.m., in the Conference Room, in the Administrative Centre, in Barrington, N.S., with the following members present:

- George El-Jakl, Chair
  - Murray Atkinson
  - Louise Halliday
  - Shaun Hatfield
  - Donna LeBlanc-Messenger
  - Cecil O'Donnell
  - Cathy Stoddard
- 
- Brian Holland, Municipal Clerk

**PURPOSE OF MEETING**

The purpose of this meeting was to review the proposed budget for the coming fiscal year 2012-2013. For the information of councillors a list of the grants, together with the applications, for both Community Grants and Grants to Organizations were circulated for each member to review as needed.

**BUILDING INSPECTION**

Mr. David Andrews, the Municipality's Building Inspector appeared before the meeting for the purpose of reviewing the proposed budget for his department.

The proposed budget includes a five day work week for the secretary in case it is necessary to provide this extra day to assist with the Fire Services Coordinator's secretarial needs.

At the present time there is much activity in commercial and industrial construction in the Municipality. Permits have already been issued for two new homes and there is a possibility that four more permits for new homes may be issued during the summer months.

There has been much inquiry regarding the potential for wind turbine generators being established in the Municipality.

Development Officer training is ongoing.

The Fire Inspection training has been completed to Level I certification. Building Official training has been completed to Level I, and there is one course left to be completed for Level II which will be done in the spring of 2013 when the course is offered.

Members were informed that the Province is downloading more inspections of smaller assembly use buildings to Municipal Fire Inspectors. This is increasing the frequency of inspections.

Having completed his presentation, the Building Inspector then retired from the meeting.

### FIRE SERVICES COORDINATOR

Mr. David Kendrick, the Fire Services Coordinator, reviewed his proposed budget for members.

There is much training scheduled for firefighters in the near future.

The supplies included in the budget for the Fire Services Coordinator include a TMR radio, a laptop computer and bunker gear.

The Fire Services Coordinator has reviewed the insurance coverage for the various fire departments. He is also in the process of reviewing fire call records and establishing department response times. He is now chairing the Fire Chiefs Committee meetings and compiling training records for all firefighters. The firefighter training courses have been scheduled. It is anticipated that there will be three sessions held for approximately 40 firefighters. The three sessions will be held in Port Clyde, Island & Barrington Passage and Wood's Harbour fire departments. The Fire Services Coordinator has scheduled four Incident Command System training sessions. He is now certified to do Level 100 and 200 ICS courses. The Fire Services Coordinator has attended one fire call at Clam Point. Amalgamation discussions will begin among the Port Clyde, Port LaTour and Barrington fire departments on Tuesday, May 29, 2012.

The Fire Services Coordinator indicated that there may be possible budget reductions in his estimates of the telephone costs and the Fire Chiefs Conference. He also indicated that the training that is being done is reducing the liability risk to the Municipality.

Having completed his discussion, the Fire Services Coordinator then retired from the meeting.

### BARRINGTON MUNICIPAL ARENA

Shelly Blinkhorn, Manager of the Barrington Municipal Arena, appeared before the meeting for the purpose of reviewing the proposed budget for the Arena.

Members indicated they felt that telephone costs at the Arena were high.

It was indicated that wages during the past year were up due to illnesses of staff.

Office supplies were also higher than last year.

One of the reasons for building maintenance to be high last year was a \$2,400.00 repair to the garage door necessitated during the year.

It was indicated that miscellaneous revenues is mainly rent for the signs that are posted on the walls in the Arena.

It was suggested that there be a breakdown of canteen revenues and vending machine revenues as vending machine revenues do not require as much related labour costs.

There was then some discussion regarding refrigeration equipment maintenance.

Fees for the coming year are proposed to be increased from \$115.00 per hour to \$120.00 per hour with an increase in the non prime time and elementary school fees to \$100.00 per hour. The elementary school tribal challenge was charged \$275.00, and the dances and meetings are being charged \$100.00 per event.

The proposed budget for the Barrington Municipal Arena yields a deficit of approximately \$98,000.00.

Having completed her presentation of the budget, the Arena Manager then retired from the meeting.

#### RECREATION DEPARTMENT

Anna Kenney, Recreation Director, appeared before the meeting for the purpose of reviewing the budget for the Recreation Department.

It was indicated that the Municipal Physical Activities Leaders' budget include \$5,000.00 as a result of the participation of the Town of Clark's Harbour, although the Town is not contributing financially towards the budget.

The Recreation Director indicated that the office supplies budget includes a new PA system at a cost of \$2000.00 to \$2,500.00.

The outdoor Recreation includes a mobile sailing school.

The Recreation Director indicated that there was a possibility of \$10,000.00 in savings in the total costs included in her budget.

At the Barrington Municipal Pool there will be a synchronized swimming program and a water polo program added this summer. The revenues expected from these programs is estimated at \$400.00 while the cost is estimated at \$1,000.00. Included in the repairs to the pool is a deck over the graveled area. This is included as capital costs in the budget. A new solar blanket and reel have been purchased for the pool, and a new chlorinator has been installed.

Having completed her presentation of the budget, the Recreation Director retired from the meeting.

#### PROPERTY SERVICES MANAGER

Cameron Whiteway, Property Services Manager, appeared before the committee to review the budget for the Property Services Department as well as various capital items required.

The Property Services Manager indicated that the signs on the Barrington Bay Trail are in much need of maintenance.

The addition to the Old Court House is in much need of repair. The roof needs to be shingled as it is currently leaking.

At the Community Health Centre the offices used by Dr. Blair are now being painted and there will be some painting done to the outside of the building.

It is estimated that the revenues from tipping fees at the Landfill should be increased to \$30,000.00.

Included in capital items was the purchase of the excavator. It is also proposed that the Municipality purchase a backhoe. In the previous year \$14,528.00 was paid for renting of a mini excavator. It is estimated that the majority of these funds can be saved by purchasing a backhoe.

It is also proposed that a vacuum truck be purchased so that the truck is available more at the convenience of the Municipality and that the rental of such a truck will no longer be required. It would be necessary to have municipal employees attend a two day operator's course for this truck. It is also proposed that a bailer be purchased for the Municipal Landfill. The plastics and ropes collected at the Landfill may be sold if they are bailed. It is unknown as to the revenues that would be generated.

Having completed his presentation the Property Services Manager retired from the meeting at 12:12 p.m.

Members then recessed for a lunch period.

At 1:30 p.m. the meeting was then resumed.

A draft budget had been copied and circulated to all members for review.

There was then some discussion regarding the possibility of requesting revenues from the Town of Clark's Harbour to offset the cost of the Fire Services Coordinator.

There was also discussion regarding the revenues from Recreation programs. Rent from the dental office has not been included in the budget and will be added. The cost of a Municipal Auditor General has not been included in the budget. These costs will be determined and added.

It was suggested that the estimated cost of legal fees be reduced by \$5,000.00.

It was also suggested that the cost of hydrants be reduced to \$5,000.00 from the current level of \$15,000.00.

The estimated Economic Development expenditures are to be reduced to \$10,000.00 from the current level of \$25,000.00.

There was some question regarding the power at the Visitor Information Centre. The current cost is estimated to be \$4,000.00 per year. It was suggested that this may be reduced by closing the building for the winter months.

It was also suggested that a programmable thermostat be installed at the Barrington Municipal Library to reduce the heating costs and the cost of telephone expenses at the Learning Centre in the Robertson Building in Barrington Passage was questioned.

Having completed their discussions for the day the meeting was recessed at 4:30 p.m.

On Friday, May 25, 2012, the Budget Meeting was reconvened at 9:00 a.m., in the Conference Room, in the Administrative Centre, in Barrington, N.S., with the following members present:

- George El-Jakl, Chair
  - Murray Atkinson
  - Louise Halliday
  - Shaun Hatfield
  - Donna LeBlanc-Messenger
  - Cecil O'Donnell
  - Cathy Stoddard
- 
- Brian Holland, Municipal Clerk

Members were informed of the results of the discussions from the previous day. The following summary indicates the proposed changes:

Recreation Expenditures:	-\$10,000.00
Legal Fees:	-\$ 5,000.00
Economic Development:	-\$15,000.00
Fire Hydrants:	-\$10,000.00
Excavator Repairs:	-\$ 8,000.00
Grant Reductions:	<u>-\$15,000.00</u>
<b>Total Expenditure Reductions:</b>	<b>-\$63,000.00</b>

Increase in rent from Dentist Office: **\$8,800.00**

**Total Budget Improvement: \$71,800.00**

Members continued their deliberations by discussing the applications for Grants to Organizations and Community Grants.

It was agreed by consensus of members that the maximum grants being included in the budget should be reduced from \$65,000.00 to \$50,000.00.

The number of outstanding Grants to Organizations was also discussed. It was agreed that the amount of the prior years' Community Grants listed in this amount be investigated to determine what organizations they pertain to.

An application has been received from the New Horizons Seniors Group in Wood's Harbour for a grant to pay for renovations to the Community Hall. The Community Hall is not owned by the New Horizons Group, but is still owned by the Wood's Harbour Fire Department.

Resolution COW120529

**Moved** by S. Hatfield and seconded by L. Halliday that it be recommended to Council that correspondence be sent to the New Horizons Seniors Group in Wood's Harbour indicating that the Municipality cannot at the present time entertain their request to fund improvements to the Community Hall as the Seniors Group does not own this facility, and that a grant for this purpose can only be considered when the property is owned by the organization.

Motion carried unanimously.

Members then reviewed the list of grant applications for Grants to Organizations and Community Grants, bearing in mind that there is a proposed change being made to the current policies. Members reviewed each application individually, and agreed by consensus on the following grants:

- Shag Harbour Incident Society	\$ 500.00
- Western Shelburne County Health Care Charitable Society	\$ 1,000.00
- Camp Jordan	\$ 500.00
- 327 Unicorn Sea Cadets	\$ 1,200.00
- Beulah Burman Memorial Animal Shelter Society	--
- Kids Fair Play Fund	\$ 200.00
- Atlantic Cemetery Club, Stoney Island	\$ 500.00
- Cape Sable Historical Society	\$ 500.00
- Western Counties Military Museum	\$ 500.00
- Shelburne County Early Childhood Development Association	--
- Destination Sou'West Nova Association	\$ 1,000.00
- Tri County Pregnancy Care Centre	\$ 1,000.00
- Chapel Hill Historical Society	\$ 500.00
- Sou'West Nova Transition House Association	--
- Seniors Garden Party, (Town of Clark's Harbour)	\$ 500.00
- Shelburne Historical Society	--
- Greenhill Senior Citizens Club	\$ 500.00
- Ken Simpson Memorial Lecture Series Fund	--
- Woodland Multi-Use Trail Association	\$18,000.00
- Shelburne County Health Care Professional Recruitment & Retention	--
- Archelaus Smith Historical Society	\$ 500.00
- Shelburne County Lobster Festival	\$ 300.00
- Young at Heart New Horizons Seniors Association	--
- Stoney Island Community Club	\$ 500.00
- SHYFT Youth Services	-
- Samuel Wood Historical Society	\$ 500.00
- VON Tri-County	\$ 1,000.00
- Old Farm Cemetery	\$ 500.00
- Western Counties Regional Library Adopt-a-Book	--
- Nova Scotia Nature Trust	--
- E-Smart Program	<u>\$ 3,000.00</u>
TOTAL GRANTS	\$32,700.00

The following Community Grants were also approved:

- Samuel Wood Historical Society	\$ 500.00
- Mount Pleasant Cemetery	\$ 500.00
- Shag Harbour Incident Society	\$ 500.00
- Chapel Hill Historical Society Museum	\$ 500.00
- Barrington Hillside Cemetery Society	\$ 500.00
- Riverdale Cemetery	\$ 402.50
- Barrington Municipal Exhibition	\$ 3,500.00
- Port Clyde Cemetery	\$ 500.00
- Friends of Blanche Community Hall	\$ 500.00
- Old Kirk Cemetery	\$ 500.00

- Newellton Community Hall	\$ 500.00
- White Lily Cemetery	<u>\$ 500.00</u>
Subtotal:	\$ 8,902.50

TOTAL COMMUNITY GRANTS & GRANTS TO ORGANIZATIONS: **\$41,602.50**

Activities Funds	\$ 2,000.00
Playground Fund	\$ 5,000.00

TOTAL GRANTS APPROVED: **\$48,602.50**

Uncommitted Grants: \$ 1,397.50

TOTAL GRANTS PROVIDED FOR: **\$50,000.00**

Capital Expenditures included in Budget

The Property Services Manager provided, by email, a schedule of the priorities for the proposed capital expenditures he had included in the budget.

Members then reviewed these items and agreed to include in the budget lift station panels for Wood's Harbour, the excavator for the Landfill, the purchase of a backhoe and new flooring at the Health Centre. Other proposed capital items for the Property Services Department will be deferred to future years.

Estimated Surplus from the current fiscal year

Members were informed that the estimated surplus from the current fiscal year now stood at approximately \$266,000.00. The auditors may adjust this surplus somewhat as it is proposed that \$250,000.00 of these funds be transferred to Reserves for future use in the Municipality.

Resolution COW120530

**Moved** by L. Halliday and seconded by D. Messenger that it be recommended to Council that \$45,000.00 be transferred from the General Revenue Funds Surplus to the Special Reserve Fund Capital to be placed in the Fire Services Fund for future capital purchases for Fire Services, and also that \$205,000.00 be transferred from the General Revenue Fund Surplus for the 2011/2012 fiscal year to the Special Reserve Fund Operating for future use of the Municipality.

Motion carried unanimously.

Members then further reviewed the budget. It was indicated that the telephone expenses for the Fire Services Coordinator should be reduced by \$1,000.00 and the estimated conferences expenditures should be reduced by \$1,000.00.

There then following some discussion regarding the proposed deficit for the Barrington Municipal Arena. There was some question regarding the cost of replacing gaskets on the compressor at the Arena. This cost is estimated to be \$12,000.00. It was queried whether this cost was necessary, and whether there were alternative means of achieving these repairs.

Members then agreed that the proposed revisions to the budget would be completed and a revised budget circulated to members for their information and review. During the discussion several personnel matters were brought up, and it was agreed that there would be a Special meeting of Council held on Monday, June 14, 2012, at 2:30 p.m., to discuss personnel matters.

ADJOURNMENT

The meeting was adjourned by mutual consent of members at 11:58 a.m.

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Chair

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Secretary for the Meeting