

## COMMITTEE OF THE WHOLE COUNCIL MEETING

March 18, 2019

The meeting was called to order by the Chair at 7:15 p.m., in the Conference Room, in the Administrative Centre, in Barrington, NS, with the following members present:

- Lindsay (Eddie) Nickerson - Chair
- Jody Crook
- Murray Atkinson
- George El-Jakl
  
- Shaun Hatfield was absent.
  
- Chris Frotten, CAO
- Lesa Rossetti, Municipal Clerk
- Leah d'Eon, Manager of Finance

### ADDITIONS TO THE AGENDA

- Department of Transportation and Infrastructure Renewal Matters
- Pension Plan Eligibility Period.

### APPROVAL OF AGENDA

Being duly moved and seconded that the agenda be approved as amended.

Motion carried unanimously.

### APPROVAL OF MINUTES

Being duly moved and seconded that the minutes of both the Special and Regular Committee Meetings held March 11, 2019, be approved as circulated.

Motion carried unanimously.

### FINANCIAL REPORT

The Manager of Finance presented financial statements as at the end of February 2019 which were reviewed in detail. A copy of the financial statements are attached and form part of the minutes.

### CAPITAL BUDGET AND CAPITAL INVESTMENT PLAN DISCUSSIONS

In advance to the meeting each member was provided with a copy of a Handbook which provided information on the whys and the hows of the capital planning and budgeting process. Information was also provided on the current fiscal year's capital projects with an update of their status and future recommendations, a review of the projects planned for next year and an outlook of the next 5 - 15 years.

The Capital Budget and the Capital Investment Plan were discussed and reviewed in detail. Information collected from members will be incorporated into the budget and presented back to members.

The Capital Investment Plan will be revised based on information collected and a schedule will be prepared showing different timelines and tax rates to allow developments.

First draft of the Operating Budget will be sent out to members very soon, to allow time to review in advance to Monday night.

It was suggested that contact be made with the Department of Transportation and Infrastructure Renewal regarding the inclusion of paved shoulders when carrying our future paving projects in the Municipality.

#### TRANSPORTATION AND INFRASTRUCTURE RENEWAL

Councillor El-Jakl reported on a flooding problem which took place in Woods Harbour on the weekend. This is the 5<sup>th</sup> time flooding has occurred on property of Guy Ross and Lillian Nickerson, Civic No. 6622 as a result of a blocked culvert.

#### Resolution COW190304

Being duly moved and seconded that it be recommended to Council that a letter be sent to the Department of Transportation and Infrastructure Renewal requesting them to install waterfalls prior to the culvert that was blocked in the vicinity of property of Guy Ross and Lillian Nickerson, located in Woods Harbour, to prevent dirt from blocking the culvert in the future.

Motion carried unanimously

It was reported that pavement is breaking away on the Sherose Island Road near property of Dan Stanley. The CAO agreed to communicate this concern to the Department of Transportation and Infrastructure Renewal.

#### WOODS HARBOUR SIDEWALK

Councillor El-Jakl reported that there is a hole in the Woods Harbour sidewalk near residence formerly owned by Sterling Belliveau.

It was agreed that this information would be passed on to the Property Services Manager for investigation.

PENSION PLAN ELIGIBILITY PERIOD

Resolution COW190305

Being duly moved and seconded that it be recommended to Council that the Pension Plan eligibility period be waived for Chris Frotten, allowing him to start contributing to the Municipal Pension Plan immediately.

Motion carried unanimously.

IN-CAMERA SESSION

The Municipal Clerk and Manager of Finance were excused from the meeting.

At this time an In-Camera Session was held in accordance with Section 22(2)(c)(e) of the Municipal Government Act.

The regular meeting was called back to order.

REPORT ON IN-CAMERA SESSION

It was reported that the In-Camera Session was held to deal with contract negotiations regarding physician recruitment and preliminary HR recommendations.

ADJOURNMENT

The meeting was adjourned at 11:18 p.m.

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Chair

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Secretary for the Meeting



2018-2019 Financial Report  
Summary  
February-28-19

Notes

- ① **Property & Other Taxes** - \$ 88,411 over YTD Budget
  - Taxes: \$ 13,502 under Budget
  - Business Property:** Deed Transfer Tax \$ 110,000 over Budget
  
- ② **Services to Other Governments** - \$ 22,128 over YTD Budget
  - Lobster Fest:** \$ 8,316 This was not budgeted - New program to MOB
  - Senior Bus Trips:** \$8,935 over YTD budget - Corresponding expenses, based on enrollment
  
- ③ **Sale of Service** - \$ 48,967 over YTD Budget
  - Recreation Programs:** \$7,286 under YTD budget
    - Ballet Program is run by instructor, no longer through MOB - no revenue or expenses for program
  
  - General Government Services:** \$57,900 over YTD Budget
    - Sale of Metals - \$66,143 over budget (Increase in Price / ton)
  
- General Government Services**
  - ④ **General Admin** - \$26,000 under YTD budget
    - Legal Services - \$6,900 under YTD Budget
    - Admin Centre Maint & Repairs \$ 7,700 under YTD budget
    - Training / Education \$ 9,500 under YTD budget - No new training / education programs this year
  - ⑤ **Property Services** - \$ 19,036 under YTD budget
    - Salting / Sanding \$ 5,300 under budget
    - Remainder of variance are various account
  
- Protective Services** - \$ 27,361 over YTD budget
  - ⑥ **Fire services** - \$ 27,361 over YTD budget, revenue to match expenses



2018-2019 Financial Report  
Summary  
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Notes

⑦ Environmental Health - \$ 59,442 under YTD budget

Sewer System - Barrington - \$16,217 under YTD budget - Solids Removal & Repairs less than budgeted

Sewer System - Woods Harbour - \$ 10,108 under YTD budget - Collection System & Repairs less than budgeted

Solid Waste - \$11,582 under YTD budget - Other waste collection less than budgeted

Landfill - \$ 16,351 under YTD budget

Chipping and Grinding - \$ 39,000 yearly budget - This did not occur. Part of funds were used to complete Scale House.

Furniture Disposal - \$ 7,249 under YTD budget

Recreation & Cultural - \$ 53,859 over YTD Budget

⑧ Arena - \$ 62,816 over YTD budget

Electrical - \$ 25,736 over YTD budget. Power bills are much higher with new dehumidifiers

Salaries - \$ 27,303 over YTD budget. Addition of admin assistant & refrigeration checks cost higher than budgeted



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**2018-2019 Financial Report  
Summary  
February-28-19**

		18/19 Budget	18/19 YTD Budget	Actuals Feb 28, 2019	YTD Variance	
<b>Revenue</b>	Property & Other Taxes					
	Taxes	- 5,258,458	- 5,258,458	- 5,244,956	- 13,502	
		Fire Area Rates	- 535,646	- 535,646	- 534,659	- 987
		Health Services - Sewer	- 302,530	- 302,530	- 302,204	- 326
		Business Property	- 267,510	- 252,923	- 356,148	103,225
	<b>Property &amp; Other Taxes Total</b>		- 6,364,144	- 6,349,557	- 6,437,968	88,411 ①
	Grants in Lieu of Taxes					
		Federal Government	- 47,000	- 47,000	- 47,197	197
		Provincial Government	- 95,928	- 95,928	- 95,547	381
	<b>Grants in Lieu of Taxes Total</b>		- 142,928	- 142,928	- 142,744	184
	Services to Other Governments	Services to Other Governments	- 115,358	- 99,580	- 121,708	22,128
	<b>Services to Other Governments Total</b>		- 115,358	- 99,580	- 121,708	22,128 ②
	Sale of Services					
		Municipal Arena	- 116,000	- 97,517	- 97,643	126
		Recreation Programs	- 63,110	- 57,858	- 50,572	7,286
		General Government Services	- 103,150	- 100,393	- 158,293	57,900
		Swimming Pool	- 16,000	- 16,000	- 14,227	1,773
	<b>Sale of Services Total</b>		- 298,260	- 271,768	- 320,735	48,967 ③
	Other Revenue					
		Licenses and Permits	- 37,000	- 33,924	- 47,106	13,182
		Rentals	- 99,048	- 91,517	- 97,254	5,737
		Interest on Investments	- 15,000	- 13,750	- 27,473	13,723
	Interest on Taxes	- 165,000	- 151,250	- 145,339	5,911	
	Fire Services	- 183,658	- 168,355	- 148,557	19,798	
	Wind Turbine Revenue	- 60,000	- 55,000	- 58,824	3,824	
	Admin Revenue	- 27,000	- 24,750	- 18,030	6,720	
<b>Other Revenue Total</b>		- 586,706	- 538,546	- 542,583	4,037	
Unconditional Transfers	Provincial Government	- 172,335	- 162,248	- 155,856	6,392	
<b>Unconditional Transfers Total</b>		- 172,335	- 162,248	- 155,856	6,392	
Conditional Transfers						
	Federal Government	- 350,979	- 177,177	- 179,012	1,835	
	Provincial Government	- 95,341	- 87,384	- 82,401	4,983	
<b>Conditional Transfers Total</b>		- 446,320	- 264,561	- 261,413	3,148	
Other Transfers						
	Special Reserve Fund	- 629,000	- 172,500	- 175,687	3,187	
	Debenture Receipts	-	-	-	-	
	Other	-	-	-	-	
<b>Other Transfers Total</b>		- 629,000	- 172,500	- 175,687	3,187	
<b>Revenue Total</b>		- 8,755,051	- 8,001,688	- 8,158,693	157,005	



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**2018-2019 Financial Report  
Summary  
February-28-19**

			18/19 Budget	18/19 YTD Budget	Actuals Feb 28, 2019	YTD Variance
<b>Expense</b>	General Government Services	Legislative	127,132	117,173	109,043	8,130
		General Administrative	704,955	650,475	623,668	26,807
		Property Services	370,150	340,947	321,911	19,036
		Financial Management	17,000	15,587	17,673	2,086
		Taxation	271,280	265,147	260,022	5,125
		Other General Government	71,500	67,087	74,427	7,340
		<b>General Government Services Total</b>		<b>1,562,017</b>	<b>1,456,416</b>	<b>1,406,744</b>
	Protective Services	Police Protection	1,040,700	1,040,325	1,037,628	2,697
		Law Enforcement	8,500	8,500	11,250	2,750
		By-Law Enforcement	7,000	6,424	7,026	602
		Fire Protection	789,854	724,460	751,821	27,361
		EMO	23,952	21,956	21,820	136
		Building Inspection Services	125,950	116,080	111,855	4,225
	<b>Protective Services Total</b>		<b>1,995,956</b>	<b>1,917,745</b>	<b>1,941,399</b>	<b>23,654</b>
	Transportation Services	Road Transportation	77,500	75,949	69,182	6,767
		Street Lighting	160,000	146,663	141,291	5,372
		Community Clean-up Program	11,000	10,913	8,822	2,091
	<b>Transportation Services Total</b>		<b>248,500</b>	<b>233,525</b>	<b>219,295</b>	<b>14,230</b>
	Environmental Health	Sewage System - Barrington	169,050	155,113	138,896	16,217
		Sewage System - Woods Harbour	83,525	76,716	66,607	10,109
		Sewer System - Sherose Island	26,650	24,442	16,089	8,353
		Solid Waste Management	746,400	684,200	672,618	11,582
Landfill		221,100	203,281	186,930	16,351	
Sewage Collection and Disposal		3,000	2,750	5,919	3,169	
<b>Environmental Health Total</b>		<b>1,249,725</b>	<b>1,146,502</b>	<b>1,087,060</b>	<b>59,442</b>	
Public Health and Welfare	Public Health	21,000	19,250	20,994	1,744	
	Housing	26,000	23,837	25,811	1,974	
<b>Public Health and Welfare Total</b>		<b>47,000</b>	<b>43,087</b>	<b>46,805</b>	<b>3,718</b>	
Environmental Development	Planning Advisory Committee	7,950	7,293	4,950	2,343	
	Regional Enterprise Network	39,000	39,000	38,630	370	
	Community Development	14,335	13,145	14,280	1,135	
	Wind Turbine Generator	13,100	12,001	14,679	2,678	
	Visitor Information Centre	35,545	34,391	34,470	79	

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**2018-2019 Financial Report  
Summary  
February-28-19**

			18/19 Budget	18/19 YTD Budget	Actuals Feb 28, 2019	YTD Variance
<b>Expense</b>	Environmental Development	Tourism and Community	97,800	89,972	75,543	14,429
		Senior Services Coordinator	111,981	102,987	119,162 -	16,175
<b>Environmental Development Total</b>			<b>319,711</b>	<b>298,789</b>	<b>301,713 -</b>	<b>2,924</b>
	Recreation and Cultural	Recreation Department	71,720	66,098	67,342 -	1,244
		MPAL	51,940	47,883	48,524 -	641
		Summer Staff	29,100	29,100	30,869 -	1,769
		Municipal Swimming Pool	44,775	44,775	40,067	4,708
		Municipal Arena	238,200	215,417	278,233 -	62,816
		Arena Canteen	-	-	-	-
		Curling Club	12,600	11,550	4,013	7,537
		Recreation Facilities	70,200	65,578	71,170 -	5,592
		Recreation Centre	-	-	23	23
		Recreation Programs	66,250	60,731	51,044	9,687
		CED Centre/Library	17,200	15,774	19,255 -	3,481
		Western County Regional Library	45,000	45,000	44,470	530
		Learning Centre	-	-	803 -	803
		<b>Recreation and Cultural Total</b>			<b>646,985</b>	<b>601,906</b>
	Education	Education	1,304,553	1,195,843	1,195,840	3
<b>Education Total</b>			<b>1,304,553</b>	<b>1,195,843</b>	<b>1,195,840</b>	<b>3</b>
	Financing	Transfers to Own Reserves	1,310,604	513,965	524,712 -	10,747
		Debt Charges	70,000	70,000	70,000	-
<b>Financing Total</b>			<b>1,380,604</b>	<b>583,965</b>	<b>594,712 -</b>	<b>10,747</b>
<b>Expense Total</b>			<b>8,755,051</b>	<b>7,477,778</b>	<b>7,449,334</b>	<b>28,444</b>
<b>Grand Total</b>			<b>-</b>	<b>523,910 -</b>	<b>709,359</b>	<b>185,449</b>

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