

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 5th 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.

Chair

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 | |
|--------------------------------------|--|-------------------------------|------------------|----------------------|--------------|----------|
| Revenue | 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 |
| | Property & Other Taxes Total | | - 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 |
| | Grants in Lieu of Taxes Total | | - 142,928 - | 142,928 - | 142,744 - | 184 |
| | Services to Other Governments | Services to Other Governments | - 115,358 - | 99,580 - | 121,708 - | 22,128 |
| | Services to Other Governments Total | | - 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 |
| | Sale of Services Total | | - 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 |
| Other Revenue Total | | - 586,706 - | 538,546 - | 542,583 - | 4,037 | |
| Unconditional Transfers | Provincial Government | - 172,335 - | 162,248 - | 155,856 - | 6,392 | |
| Unconditional Transfers Total | | - 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 | |
| Conditional Transfers Total | | - 446,320 - | 264,561 - | 261,413 - | 3,148 | |
| Other Transfers | Special Reserve Fund | - 629,000 - | 172,500 - | 175,687 - | 3,187 | |
| | Debenture Receipts | - - - | - - - | - - - | - | |
| | Other | - - - | - - - | - - - | - | |
| Other Transfers Total | | - 629,000 - | 172,500 - | 175,687 - | 3,187 | |
| Revenue Total | | - 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 |
|--|--------------------------------------|--|------------------|------------------|----------------------|------------------|
| Expense | 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 |
| | | General Government Services Total | | 1,562,017 | 1,456,416 | 1,406,744 |
| | 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 |
| | Protective Services Total | | 1,995,956 | 1,917,745 | 1,941,399 | 23,654 |
| | 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 |
| | Transportation Services Total | | 248,500 | 233,525 | 219,295 | 14,230 |
| | 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 | |
| Environmental Health Total | | 1,249,725 | 1,146,502 | 1,087,060 | 59,442 | |
| Public Health and Welfare | Public Health | 21,000 | 19,250 | 20,994 | 1,744 | |
| | Housing | 26,000 | 23,837 | 25,811 | 1,974 | |
| Public Health and Welfare Total | | 47,000 | 43,087 | 46,805 | 3,718 | |
| 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**

| Expense | | 18/19 Budget | 18/19 YTD Budget | Actuals Feb 28, 2019 | YTD Variance |
|--|---------------------------------|------------------|------------------|----------------------|----------------|
| Environmental Development | Tourism and Community | 97,800 | 89,972 | 75,543 | 14,429 |
| | Senior Services Coordinator | 111,981 | 102,987 | 119,162 - | 16,175 |
| Environmental Development Total | | 319,711 | 298,789 | 301,713 - | 2,924 |
| 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 |
| Recreation and Cultural Total | | 646,985 | 601,906 | 655,765 - | 53,859 |
| Education | Education | 1,304,553 | 1,195,843 | 1,195,840 | 3 |
| Education Total | | 1,304,553 | 1,195,843 | 1,195,840 | 3 |
| Financing | Transfers to Own Reserves | 1,310,604 | 513,965 | 524,712 - | 10,747 |
| | Debt Charges | 70,000 | 70,000 | 70,000 | - |
| Financing Total | | 1,380,604 | 583,965 | 594,712 - | 10,747 |
| Expense Total | | 8,755,051 | 7,477,778 | 7,449,334 | 28,444 |
| Grand Total | | - | 523,910 - | 709,359 | 185,449 |

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