

APPROVED MINUTES

Regular Committee Meeting – Rural Municipality of North Shore Finance and Administration

**Monday, February 22, 2021 @ 4:00 pm
North Shore Community Centre**

PRESENT:

Chair Peter Vriends, Mayor Gerard Watts, Howard Ellis, Gary Bradley, Rick Bain, Doug Smith and CAO Stephanie Moase

1. CALL TO ORDER: 4:03 pm by Committee Co-Chair Gerard Watts

2. APPROVAL OF THE AGENDA:

It was duly moved and seconded that the agenda be approved as presented with the addition of 4.9 Lease Agreement Promenade

Moved by Doug Smith and seconded by Rick Bain

All in Favor

MOTION CARRIED

2.1 Disclosure of Pecuniary (Financial) or Other Conflicts of Interest

Division 4, Section 96 of the *Municipal Government Act*

There were none.

3. APPROVAL OF MINUTES:

3.1 Minutes from Jan 18, 2021- Regular Finance Meeting

It was duly moved and seconded that the minutes of the January 18, 2021 meeting be approved.

Moved by Howard Ellis and seconded by Doug Smith

All in Favor

MOTION CARRIED

3.2 Minutes from Feb 3, 2021- Special Finance Meeting

It was duly moved and seconded that the minutes of the Feb 3, 2021 Special meeting be approved with the change of seconder (Remove Nancy MacKinnon as seconder, replace with Gary Bradley)

Moved by Doug Smith and seconded by Peter Vriends.

All in Favor

MOTION CARRIED

3.3 Business Arising from the minutes

CAO Stephanie Moase stated she did not find the Fire Dept Financials as requested by the Committee. It was discussed that in the past we have typically posted these on our website. Mayor Watts said he believes he has a copy from the AGM and will distribute to Committee

4. NEW BUSINESS

4.1 Capital Projects Update

- Grand Tracadie Key Card Access Budget \$3000 COMPLETE
- Security Cameras- \$4500 - in progress, wiring has been done
- Stanhope Oil Tank replacement: have received 1 quote, waiting on another company to come out and quote
- Stanhope Basement - wait for Spring to find/fix crack
- Chair lift/Elevator: we will need an architect/engineer to come and see what we need, suggested to talk with Don MacKinnon, also to Alvin Coles who may have used David Lopes
- Replacement of signs around the municipality: approx \$5000, Stephanie will check with Gas Tax
- Generator at Grand Tracadie: if there is a pandemic and an emergency at the same time, we will need a 2nd warming station, hence the need for a generator at Grand Tracadie. Hoping to use the Climate Challenge for 75% of cost and potentially use the Safe Restart fund for the remaining 25%. Waiting to hear about funding before finalizing. Approx cost \$42 000
- Audio/Visual upgrades: Screen/rear projector for the NSCC gym, has been quoted at around \$22 000, will be using the Safe Restart, have 1 quote done, 2 more lined up to come and quote
- Grounds upgrades; benches, grandstands, garbage cans, bike racks etc. Questions about Riptide: are they still planning to help with cost? How many of Riptide are from the community? Request this info from Jeremy Fraser. Fencing has been started, Riptide built dugouts

4.2 Budget Update

Co-Chair Gerard Watts referred the committee to the Budget Tracking as of Jan 31, 2021.

4.3 Grand Tracadie Rental Proposal

There is someone who would like to rent out the Grand Tracadie Centre for a daycare. They would like full use of the entire building, including kitchen.

Committee has decided to table this, with a request for their financial forecast

4.4 2021-2022 Draft Operational Budget

Co-chair Gerard Watts referred Committee to the draft proposed budget for review and suggested updates.

It was duly moved and seconded that Finance and Admin Committee recommend the 2021 Draft Operational Budget to Council for Approval

Moved by Peter Vriends and seconded by Gary Bradley

All in Favor

MOTION CARRIED

4.5 2021-2022 Draft Capital Budget

Co-Chair Gerard Watts referred Committee to the draft Capital budget for review and made updates

It was duly moved and seconded that Finance and Admin Committee recommend the 2021 Draft Capital Budget to Council for Approval

Moved by Doug Smith and seconded by Howard Ellis

All in Favor

MOTION CARRIED

4.6 2021-2022 Draft 5 year Capital Plan

Discussed the possible inclusion of budget for land for well/waste water, decided to look into a Reserve Fund creation.

Would like to expand Grand Tracadie Rink \$5000

Would like to add a kayak/canoe launch to floating dock \$7000

It was duly moved and seconded that Finance and Admin Committee recommend the 2021 Draft 5 year Capital Plan to Council for Approval

Moved by Doug Smith and seconded by Howard Ellis

All in Favor

MOTION CARRIED

4.7 2021-2022 Draft Tax Rate Schedule

Propose Pleasant Grove to increase from \$0.04 to \$0.06 as per the agreement to raise \$0.02 /year

Propose North Shore to stay at \$0.10

Propose to decrease Grant Tracadie Commercial from \$0.17 to \$0.10 to keep it the same as North Shore and increase Residential from \$0.09 to \$0.10

Would like to get all areas at same rate (residential & commercial)

It was duly moved and seconded that Finance and Admin Committee recommend the Proposed Tax Rates to Council for Approval

Moved by Peter Vriends and seconded by Howard Ellis

All in Favor

MOTION CARRIED

4.8 Reserve Fund Bylaw Review

Committee reviewed current Bylaw to see if updates were required

CAO to find out the amendment process to add new Reserve Funds, potentially one for land

4.9 Lease Agreement Promenade

CAO to send a copy to all Committee members for review

5. **NEXT MEETING: March 15, 2021 @ 4:00 pm.**

6. **ADJOURNMENT**

There being no further business, the meeting adjourned at 5:45pm

Moved by Doug Smith and seconded by Rick Bain

All in favor

MOTION CARRIED

SIGNED: Peter Vriends, Chair

DATE:

SIGNED: Stephanie Moase, CAO

DATE: