

Minutes of the special **Committee of the Whole** meeting held on Friday, April 9, 2021, at 9:02 a.m. at the Royal Canadian Legion, 20 Jeffrey Street, Bridgetown, in accordance with the Direction of the Minister under a Declared State of Emergency [updated July 29, 2020 (*see attached*)]

- Present:**
- District 1 – Bruce Prout, present
  - District 2 - Brian “Fuzzy” Connell, present
  - District 3 – Alan Parish, Warden, present
  - District 4 – Clyde Barteaux, present
  - District 5 – Lynn Longmire, present
  - District 6 – Alex Morrison, present
  - District 7 – David Hudson, present
  - District 8 – Michael Gunn, Deputy Warden, present
  - District 9 – Wendy Sheridan, present
  - District 10 – Brad Redden, present
  - District 11 – Diane Le Blanc, present

**Also Present:** A/CAO Louis Coutinho; New CAO David Dick (by zoom); Municipal Clerk Carolyn Young; other staff W. Atwell, D. Campbell, N Comeau, A. Dunphy, S Hudson , C Mason, S. McInnis, H. Orde, G Price, and J Young, and 1 member of the public (Mrs. Hubble).

Councillor Morrison noted the death of HRH Prince Phillip, Duke of Edinburgh, today, at age 99, adding he was a great friend of Canada, Colonel-in-Chief of a number of Canadian military units.

Warden – today we will finish presentations from Finance and CAO. Once done, will start budget discussions. Major items have been identified that may help in deliberations, and we will start with those (UC and Planning, for instance). Then go through budget page by page for overall discussion.

### **New Business**

Re: Operating Budget Presentations (cont’d)

- Finance (cont’d)
  - *Accounts Receivable* – Manager of Revenue Shelly Hudson provided an overview of Reception, Account Maintenance, Property Tax Billing, Sewer Invoicing, Water Invoicing, Collections, Tax Certificates, Tax Sale, and Audit Support.

***Councillor LeBlanc left the meeting at 9:40 a.m. and did not return.***

- *Chief Administrative Officer* – Acting CAO Louis Coutinho gave a presentation outlining the Council/CAO Relationship, and CAO Responsibilities.

### **Recess**

A brief recess was held from 10:44 a.m. – 11:08 a.m.

Re: Budget Deliberations – the Warden outlined that will deal first with the capital budget, then the operating budget. There is an identified shortfall of \$477,000. Would like to deal with big issues first to see if we can cut that down. If we can get down to \$100,000, the CAO will consult with staff to cut/save the final \$100,000.

Re: Capital Budget- the Director noted that no items in the capital budget impact the operating budget.

Re: Capital Budget - \$20,000 Gator Sportshub

It was moved by Councillor Connell, seconded by Councillor Longmire, to defer the \$20,000 Gator purchase to next year's budget. Motion carried unanimously.

Re: Operating Budget Page E12, Line 811 Bridgetown Streets (Community Rate Item)

Councillor Hudson moved, seconded by Councillor Connell, to move 50% of E12 8115 \$93,089 to capital. After discussion on the Bridgetown Community Rate, the question was called on the motion. Motion lost (2 in favour, 8 against)

*Deficit* - Warden Parish noted the current deficit is \$477,000. COTW will discuss big items first and move forward from there.

Re: Page E19 – Former Upper Clements Park

It was moved by Councillor Sheridan, seconded by Councillor Hudson, to remove \$356,377 and add it to the \$7.2 million dollar loan.

Deputy Warden Gunn moved, seconded by Councillor Longmire to amend the motion to \$256,377. Motion carried unanimously.

The question was called on the motion as amended to read

It was moved by Councillor Sheridan, seconded by Councillor Hudson, to remove \$256,377 and add it to the \$7.2 million dollar loan. Motion carried unanimously.

Re: Page E19 Line 7050 Bear River Greenhouse Insurance

\$3,020 will need to move to Municipal Operations Building Common Services.

*Deficit* - is now \$477,351 less \$256,377 = \$220,974

Re: Page E18 Research and Planning Line 6000 \$230,000

Councillor Sheridan moved, seconded by Councillor Connell, to hire one consultant through gas tax and one new planner.

It was moved by Councillor Connell, seconded by Councillor Prout, to amend the motion by adding 'hiring a second planner leaving the line item at \$130,000'. Motion carried unanimously.

The question was called on the motion as amended to read:

It was moved by Councillor Sheridan, seconded by Councillor Connell, to hire one consultant through Gas Tax, and hire two new planners, leaving the line item at \$130,000. Motion carried unanimously.

*Deficit* – is now \$220,974, less \$100,000 = \$120,974

**Lunch**

The Warden declared a lunch break from 12:37 p.m. – 1:38 p.m., with all returning as previously noted (except Councillor LeBlanc)

Re: Budget Deliberations (cont'd)

The Warden reminded that the deficit is down to \$120,974, and the CAO has stated that if it gets down to \$100,000 or so, he will consult with his staff to find that amount.

Re: Page E23 Basinview Centre 600,000 deficit

After lengthy discussion, no changes were made.

Re: Page E1 6006 Warden and Council

It was moved by Councillor Sheridan, seconded by Councillor Connell, that Warden and Council not take an increase of 1.7% this fiscal year 2021/22.

Deputy Warden Gunn moved, seconded by Councillor Sheridan, to amend the motion by adding 'to be effective once the budget is passed'. Motion carried, 9 in favour, 1 against.

After discussion, the question was called on the motion as amended to read:

On the motion as amended.

It was moved by Councillor Sheridan, seconded by Councillor Connell, that Warden and Council not take an increase of 1.7% this fiscal year 2021/22, to be effective once the budget is passed. Motion carried, 7 in favour, 3 against.

*Deficit - \$120,974 less \$9,000 = \$111,974*

Councillor Morrison moved, seconded by Deputy Warden Gunn, to accept the offer of the Warden and remove \$20,700 in expenses from the Warden budget.

Motion withdrawn by the mover.

Re: Page E1 Warden and Council

It was moved by Councillor Barteaux, seconded by Councillor Longmire, to remove from Warden lines 6031 to 8041, and remove from Council lines 6035, 6036 and 6038.

**Point of Order**

Councillor Morrison noted that conversation was straying from the motion on the floor when a question was raised about reserves. The Warden responded that he would entertain the question as it is on topic.

The Question was called on the motion:

It was moved by Councillor Barteaux, seconded by Councillor Longmire, to remove from Warden lines 6031 to 8041, and remove from Council lines 6035, 6036 and 6038. Motion carried, 9 in favour, 1 against.

*Deficit - \$111,974 less \$32,000 = \$80,000*

**Recess**

A brief recess was held from 3:08 p.m. - 3:24 p.m.

The Warden stated that Committee would now proceed through the proposed document page by page.

Re: E1 – no change

Re: E2 – no change

Re: E3 – no change

Re: E4 – no change

Re: E5 – no change

Re: E6 – Relocation expenses need to be included for new CAO.

*Deficit* - \$80,000 + \$20,000 - \$100,000

Re: E7 – no change

Re: E8 – no change

Re: E9 – no change

Re: E10 – no change

Re: E11 – no change

Re: E12 - no change

Re: E13 – no change

Re: E14 - no change

Re: E15 – no change

Re: E16 - no change

Re: E17 – no change

Re: E18 – no change

Re: E19 - no change

Re: E20 – no change

Re: E21 - no change

Re: E22 – Bridgetown Regional Sports Hub Line 7020 Water

Councillor Connell moved, seconded by Councillor Longmire to reduce line item 7020 from \$11,613 to \$5,807. Motion carried, 9 in favour, 1 against.

Re: E23 – no change

Re: T1 – no change

*Deficit* - has been reduced to \$94,193, Council needs to decide whether to send back to staff to find additional reductions of \$94,193 for no tax increase, or stop at this point and recommend a 1 cent tax increase.

Re: Staff to Revise Budget

It was moved by Deputy Warden Gunn, seconded by Councillor Longmire, to request staff to come back to present a budget with no more than 1.5 percent increase. **Motion lost** (tie vote)

Councillor Prout moved, seconded by Councillor Longmire, to request staff to come back to present a budget with no more than 1 percent increase. Motion carried, 7 in favour, 3 against.

Next meeting

It was agreed that a Special COTW be held to review the revised budget on Friday April 16 2021 at 1:30.

Adjournment

Upon motion of Councillors Connell and Barteaux, the special meeting of Committee of the Whole adjourned at 5:29 p.m.

**Direction of the Minister**  
**under a Declared State of Emergency**  
(Section 14 of the *Emergency Management Act*)  
20-008

Under my authority in Section 14 of the Emergency Management Act, I order that this Direction (20-008) repeal and replace the Direction regarding municipal meetings issued on March 22, 2020.

During the Provincial State of Emergency declared on March 22, 2020, and under the authority provided to me in Section 14 of the Emergency Management Act, in addition to any other directives I have issued and not repealed or otherwise terminated, I direct that all municipalities and villages in the Province:

1. **Effective at 8am on July 29, 2020**, may hold meetings exclusively in person if all the following conditions are met:

- i) the total number of persons present does not exceed a gathering limitation imposed in a *Health Protection Act* order;
- ii) all physical distancing requirements or other requirements imposed in a *Health Protection Act* order are met.

2. If the conditions set out in (1) cannot be met, the municipality or village must not hold meetings exclusively in person and must instead hold the meeting partly or wholly as a virtual meeting by video or telephone, and ensure that all of the following conditions are met:

- i) the total number of persons present for any in person portion of the meeting does not exceed a gathering limitation imposed in a *Health Protection Act* order; and
- ii) for any in person portion of the meeting, all physical distancing requirements or other requirements imposed in a *Health Protection Act* order are met.

For clarity, this direction does not apply to statutorily required meetings of electors for a village commission which are covered under Direction 20-007 issued on May 20, 2020.

Despite this direction, municipalities and villages are still authorized to continue making other operational decisions especially those required for service delivery.

Please note that these directions are in addition to any requirements established in a Medical Officer's order under the *Health Protection Act*.

**A failure to comply with this direction could result in a summary conviction with fines between \$500 to \$10,000 for individuals and up to \$100,000 for a corporation per incident.**

This direction will remain in place for the duration of the Provincial State of Emergency unless it is terminated in writing by me earlier.

Dated July 29, 2020.

**Original signed by**

Hon. Chuck Porter  
Minister of Municipal Affairs and Housing