

MUNICIPALITY OF THE COUNTY OF CUMBERLAD

BUDGET MEETING MINUTES

WEDNESDAY, MARCH 13, 2019

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**Councillors Present:** Warden Gillis, Councillor Porter, Councillor Chase, Councillor Welton, Councillor Rector, Councillor Gilbert, Councillor McLellan, Councillor Fletcher, Councillor Williams, Councillor Rafuse

**Staff Present:** Rennie Bugley, CAO; Steve Ferguson, Director of Community Development; Andrew MacDonald, Director of Finance; Justin Waugh-Cress, Director of Engineering and Operations; Stephen Ferguson Director of Community Development ; and Kellie Seaman, recording secretary.

**Regrets:** Deputy Warden vanVulpen, Councillor Palmer, Councillor Jackson

**1. Call to Order**

The meeting was called to order at 5:30 pm.

**2. Approval of Agenda**

The agenda was approved as circulated with one addition; 3.9 Wentworth Recreation Centre.

**3. Business Items**

3.1 2019/2020 Projected General Operating Revenue and Expenditure Report

A report was distributed to Council that outlines projected actuals for year ending March 31, 2019. A surplus in the range of \$637,000 is being projected which represents a 2.1% variance from budget.

The report also includes a breakdown of revenues and expenditures between the general rate and the various area rates.

3.2 2018/19 Capital Budget Actual

A 2018/2019 Capital Expenditures document was distributed to Council for discussion. Andrew reviewed the projects and costs associated with them.

3.3 2018/19 Projected Reserve Balances

A document was presented to Council that reviewed the projected reserve balances for year ending March 31, 2019. The document indicated that the Municipality is getting closer to the target operating reserve balance to be within the yellow/green indicator.

3.4 2019/2020 Draft General Operating Revenue Budget

Andrew reviewed the draft revenue budget for the general operating fund with Council. It is being estimated that the total revenue budget will increase by \$251,958 or .8% over last year.

A report was reviewed that detailed Springhill and Parrsboro transition funding and total amount claimed.

3.5 2019/2020 Draft Salaries and Benefits Budget

A 2019/2020 Salaries and Benefits report was distributed and discussed.

3.6 2019/2020 Draft Mandatory Expenditures & RCMP

A memo and report was distributed and reviewed by Andrew. The report included the draft budget showing the mandatory expenditures and RCMP costs for the 2019/2020 fiscal year.

The mandatory expenditures include Assessment services, Corrections, RCMP, J Class Roads, Regional Housing, Regional Library and Education. These costs account for 36% of the total operating budget.

3.7 2019/2020 Long Term Debt Repayments Schedules

A budget for long-term debt payments for the 2019/2020 fiscal year was reviewed. A schedule was provided that shows the outstanding debt balance for each borrowing.

3.8 Insurance RFP

An RFP has been issued for Insurance services. Our procurement policy states that this service is to be tendered every 5 years. The closing date is March 21, 2019. Andrew requested that Council consider delegating the authority to issue the RFP for the Audit Committee as the renewal date is April 1, 2019. Welton, Gilbert

**A MOTION** was made by Councillor Welton and seconded by Councillor Gilbert to give the CAO the authority to award the Insurance RFP.

**MOTION CARRIED**

3.9 Wentworth Recreation Centre

A memo was distributed by Vicki Weaver discussing the Wentworth Recreation Centres request for partnership. This request will not cost the Municipality money, it is only to allow the grant money from Farm Credit Canada AgriSpirit Fund to be deposited.

**A MOTION** made by Councillor Gilbert seconded by Councillor Welton to agree to partnering with the Worth Recreation Centre on the Farm Credit Canada AgriSpirit Fund application.

**MOTION CARRIED**

**4. Adjournment:** The meeting was adjourned at 7:25.