

**AGENDA**  
**SPECIAL FINANCE COMMITTEE**

**Via Tele and Video Conference**

**Tuesday, July 7, 2020**  
**Immediately Following Audit Committee**

	<u>Time &amp; Page</u>
1. <u>CALL TO ORDER</u>	
2. <u>ANNOUNCEMENTS, ACKNOWLEDGEMENTS, RECOGNITION:</u>	
3. <u>APPROVAL OF AGENDA</u>	
4. <u>RECOMMENDATIONS FROM COMMITTEES &amp; BOARDS:</u>	
4.1 2020-21 Grants .....	1
5. <u>STAFF REPORTS:</u>	
5.1 <u>Finance Department</u>	
5.1.1 2019-20 Capital Funding and Gas Tax Investment .....	2-5
6. <u>IN CAMERA: (If Required)</u>	
7. <u>ADJOURNMENT</u>	



## MEMORANDUM

**TO:** Elana Wentzell, Director of Finance  
Tissy Bolivar, Acting Director of Recreation

**cc:** Alex Dumaresq, Deputy CAO

**FROM:** Tom MacEwan, Chief Administrative Officer

**DATE:** June 23, 2020

**RE:** 2020/21 Grants

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Please be advised that, Municipal Council, in session on Tuesday, June 23, 2020, made the following motion:

**“that any late or special grant applications be considered at the next Finance Committee meeting.”**

Please advise Councillors Ernst, Nauss, and Whynot to let their organizations know of this decision.

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Tom MacEwan  
Chief Administrative Officer

/trb



## **Municipality of the District of Lunenburg**

### **Request for Decision**

**REPORT TO:** Finance Committee  
**SUBMITTED BY:** Elana Wentzell, CPA, CMA  
**DATE:** July 7, 2020  
**RE:** 2019-20 Capital Funding and Gas Tax Investment

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#### **RECOMMENDATION**

It is recommended that the Finance Committee recommend that Municipal Council approve the funding of 2019/20 completed capital projects and Gas Tax investment as noted in this report and as summarized on the enclosed 2019/20 Capital Project & Gas Tax Investment Plan.

#### **EXECUTIVE SUMMARY**

The financing of the completed 2019/20 capital projects has been allocated as per the approved budget with some exceptions that are noted in this report. Changes in financing can occur when a project is completed over budget or new sources of financing are found. A summary of all completed projects compared to budget is enclosed.

#### **DISCUSSION**

Many of the 2019/20 capital projects were budgeted to be funded from Reserve funds. Under Section 99 (4) of the Municipal Government Act, Council approval is required for all withdrawals from capital reserves. As well, Council must approve all Gas Tax expenditures. Compliance occurs when Council approves the capital budget that shows withdrawals from reserves to fund capital expenditures. When funding changes are made at year end, Council should be made aware of them, and approval should be sought.

#### **BUDGET IMPLICATIONS**

Several projects were completed under budget, some were over budget, re-evaluated or deferred to a future year.

Of the \$13,097,200 approved 2019/20 Capital Budget, projects in the amount of \$7,315,276 were completed. Financing of these projects included \$1,657,628 in Depreciation Reserves, \$1,269,616 in Provincial and Federal Grants, \$3,360,306 from Reserves, and \$582,883 from donations and Lunenburg County Community Fund.

Gas Tax spending for 2019/20 totals \$1,856,156 consisting of capital projects of \$444,843, contributions to non-owned trails \$53,815, Rural Broadband Project Costs \$194,089, \$174,075 for paved shoulders under the Active Transportation Plan and \$1,411,313 in paving costs for non-owned roads in the Operating Fund.

The Lunenburg County Community Fund (LCCF) has paid the balance of the one Million pledged contribution. We utilized \$578,714 of this for the LaHave River Straight Pipe project for costs not paid by the Small Build Canada Fund grant. This equals the funds received from residents which will be transferred to the Trust Fund as per the MOU with LCCF. There is a remaining liability of \$234,876 (balance of \$1M to be transferred) to the LCCF Trust at year end. Annual resident contributions will continue to be transferred to the Trust until it reaches \$1,000,000.

**CONCLUSION**

Staff has made this recommendation to ensure the Municipal Government Act is followed regarding withdrawals from capital reserves.

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Department:

Report Prepared By: Elana Wentzell

Date: June 29, 2020

Report Approved By:

Date:

Reviewed By CAO:

Date:

Municipality of the District of Lunenburg - Capital Budget & Gas Tax Investment Plan					
		2019-20 Budget	2019-20 Actual	Budget Funding	Proposed Funding
<b>GGS - General Government Services</b>					
	Asset Management Plan	50,000	-	Gas Tax	-
	Municipal Services Building	6,544,000	2,933,321	Capital & Operating Reserves & Sale Proceeds \$500,000	Capital Reserves 2,578,097
					Dep'n Reserve 355,224
<b>PS - Planning Services</b>					
	Flood Risk Mapping phase 2 of LiDAR Project	80,000	119,291	Gas Tax/FRIIP Grant	FRIIP 55,763
					Gas Tax 63,528
<b>TS - Transportation Services</b>					
	Road Paving Projects	20,000	18,218	Gas Tax	18,218
<b>EHS - Environmental Health Services</b>					
	Aerated Compost Carts	20,000	-	Gas Tax	-
	Riverport school demolition & remediation (Oct 8/18 deadline)	1,083,900	-	Environmental Liability + Potential Grant	
	Lahave River Straight Pipe Replacement Program	2,352,000	1,747,452	BCF/Dep'n Reserve/LCCF	BCF 1,135,556
					Lun Co Community Fund 578,714
					Dep'n 33,182
	Garden Lots Sewer & Water Upgrades	75,000	25,407	Gas Tax	Gas Tax 12,703
					PCAP (50% to max \$39,107) 12,703
	New Germany Collection System Refurbishment	20,000	-	Gas Tax & Swr Reserve	
	New Germany WWTP Controls/SCADA	-	-	Gas Tax & Swr Reserve	
	Hebville Pump Station Renewals	50,000	-	Gas Tax & Swr Reserve	
	Conquerall Bank WWTP Upgrades	25,000	-	Gas Tax & Swr Reserve	
<b>EDS - Economic Development Services</b>					
	Osprey Village - Nathan Cirillo Rd Extension	1,750,400	1,783,602	Osprey Village Reserve, Potential Grant & Dep'n Reserve	Osprey Village Reserve 644,135
					Dep'n 1,139,467
	CEF Building & Parking Lot	165,000	121,909	CES Reserve	CES Reserve 121,909
	Highway 103 Signage Program	20,000	27,052	Operating Surplus Reserves	Provincial Beautification Grant 15,500
					Operating Surplus Reserve 11,552

Municipality of the District of Lunenburg - Capital Budget & Gas Tax Investment Plan					
		2019-20 Budget	2019-20 Actual	Budget Funding	Proposed Funding
<b>RS - Recreation Services</b>					
	MARC Improvements				
	Soil Remediation	25,000	22,056	Dep'n reserve	Dep'n 22,056
	Water System/Floor	25,000	12,202	Dep'n reserve	Dep'n 12,202
	Tractor/Mower	15,000	12,504	Dep'n reserve	Dep'n 12,504
	Ballfield Upgrades	20,000	19,572	Dep'n reserve	Dep'n 19,572
	Active Transportation Plan (see below paved shoulders) Champlain Drive Sidewalk	15,000	173,855	Gas Tax	Gas Tax 173,855
	Cookville Trail Connector (carry over)	36,900	33,630	Gas Tax/ OHV Fund	Gas Tax 19,537
					OHV/Connect 2 14,093
	Riverport Playground	40,000	-	Dep'n reserve	
	River Ridge Common	320,000	192,540	Gas Tax	Gas Tax 152,371
					Donations 4,169
					Province - Trail upgrades 36,000
	Miller Point Kiosk Replacement	10,000	6,049	Dep'n reserve	Dep'n 6,049
	Future Land Purchases	225,000	3,280	Open Space	Open Space 3,280
	LaHave Sunset Park Walking Path & Parking	15,000	1,334	Open Space	Open Space 1,334
	MARC - Truck (2008 Ford)	75,000	57,372	Dep'n reserve	Dep'n reserve 57,372
	Side by Side			Dep'n reserve	
	Sawpit Switchback Trail	20,000	4,630	Gas Tax	Gas Tax 4,630
<b>Total Capital Projects</b>		<b>13,097,200</b>	<b>7,315,276</b>		<b>7,315,276</b>
<b>Funding of Capital Projects</b>					
	Depreciation Reserves	6,086,168			1,657,628
	Gas Tax Reserves	644,400			444,843
	Provincial/Federal Grants	2,096,677			1,269,616
	Other Reserves - Capital Reserves	3,332,232			3,223,566
	Other Reserves - Operating Reserves	342,500			136,741
	Other Contributions (Riverport School Liability)	595,223		River Ridge Donations/Lun Co Commuity Fund	582,883
<b>Total Funding Capital Projects</b>		<b>13,097,200</b>			<b>7,315,276</b>
<b>GAS TAX INVESTMENT - OPERATING FUND</b>					
	Non- owned Trails	55,000	53,815		53,815
	Rural Internet Projects	500,000	194,089		194,089
	AT Plan Paved Shoulders	400,000	174,075	} Budgets moved from Capital fund	174,075
	Non-owned Roads NSTIR partnership	1,079,000	989,334		989,334
		<b>2,034,000</b>	<b>1,411,313</b>		
				Gas Tax Operating	1,411,313
				Gas Tax Capital	444,843
				<b>TOTAL GAS TAX</b>	<b>1,856,156</b>