

# **APPROVED AGENDA**

## ***Committee Meeting – Finance and Infrastructure***

### ***At North Shore Community Centre***

**6:00 pm Tuesday April 18th , 2023**

**1. CALL TO ORDER**

**2. APPROVAL OF THE AGENDA**

2.1 Disclosure of Pecuniary or other Conflicts of Interest

**3. APPROVAL OF THE MINUTES FROM:**

Finance & Infrastructure Committee Meeting - February 22, 2023

3.1. Business arising from the minutes

**4. NEW BUSINESS**

4.1. March 2023 year end Budget Tracking

4.2. Reserve Funds

4.3. March/April Capital Projects update

4.4. Ball field Fencing - 50% covered by insurance

4.5. NUWELCOM Proposal

4.6. Rink Resurfacing

4.7. Update to Schedule A in Remuneration bylaw 2023-01

4.8. Riptide Softball Community Grant Request

4.9. Changing the location of the new outbuilding.

4.10. Unsightly premises bylaw

**5. NEXT MEETING: TBD**

**6. ADJOURNMENT**

## APPROVED MINUTES

### ***Finance & Infrastructure Committee Meeting– Rural Municipality of North Shore*** **6:00 pm, Tuesday, April 18, 2023** **@ North Shore Community Centre**

**PRESENT:** Chair Craig MacDonald, Mayor Gerard Watts, Douglas Smith, Rollin Andrews, Patsy MacKinnon, CAO Martha Jewell

Jason Doyle called in to join meeting at 6:04pm

1 member from public

**1. CALL TO ORDER:** Called to order at 6:00 pm by Chair Craig MacDonald

**2. APPROVAL OF THE AGENDA:**

*It was duly moved and seconded* that the agenda be approved with the removal of 4.8- Riptide Softball Community Grant Request - as this will be brought up later in the year.

*Moved by Doug Smith, seconded by Rollin Andrews*

*All in favor*

**MOTION CARRIED**

**2.1. DISCLOSURE OF PECUNIARY (Financial) or other CONFLICTS OF INTEREST:** None

**3. APPROVAL OF MINUTES:**

Finance & Infrastructure Committee meeting - February 22, 2023

*It was duly moved and seconded: that the minutes from the February 22, 2023 Finance & Infrastructure meeting be approved.*

*Moved by Patsy Mackinnon, seconded by Doug Smith*

*All in favor*

**MOTION CARRIED**

*April 18, 2023 Finance & Infrastructure Committee Meeting Minutes*

*Rural Municipality of North Shore*

**APPROVED**

#### 4. NEW BUSINESS

**4.1. March 2023 year end Budget Tracking:** Discussion regarding going over budget on snow removal. Advised this is due to the addition of a new parking lot at Grand Tracadie. Center rentals were up in 2022 due to an increase in large bookings. Discussions regarding rent taken in from Grand Tracadie School rental versus what is paid out for operational costs. CAO will compile a breakdown for the next meeting. Council is still evaluating the use of the building as an additional warming center.

**4.2. Allocation of Reserve Funds:** 2022/2023 Surplus of \$14,756.

**It was duly moved and seconded to:** recommend to Council to move surplus funds from 2022/2023 budget to a Capital Reserve fund following official audit.

**Moved by Rollin Andrews, seconded by Patsy MacKinnon**

**All in favor**

**MOTION CARRIED**

**It was duly moved and seconded:** that after the May, 2023 audit Council review the cash on hand and determine what level of short term investment could be arranged - in the area of \$200,000.00

**Moved by Doug Smith, seconded by Rollin Andrews**

**All in favor**

**MOTION CARRIED**

**4.3. March/April Capital Projects update:**

**CAO presented Capital Projects update**

Septic:

Confirmation from East Tech Engineering that Grand Tracadie School septic appeared to be filling and draining normally in December assessment but to keep an eye on it. Field tile dug up in parking lot development is believed to be from an old tile bed however there are no records of an update happening.

It was suggested by Thompsons septic that we consider re-leveling the back field to better control run off

as it pools during heavy rain and can put added stress on our septic.

**Website:** Website migration is at a standstill. John Reid from The Techie was a huge help in getting our Website back – Quote - \$3,500. Now awaiting his quote on aiming to do the full migration / update.

**LIFT:** The lift should be getting installed this week. Upgraded fire panel will be included in the final stages.

**RINKS/ MUTI USE SURFACES:**

Outdoor rink at Grand Tracadie needs to be resurfaced. CAO is researching funding options.

**Land Acquisition:**

Committee created to investigate further into possible land acquisition for Municipal Greenspace.

Email out to Craig MacLauchlan for finalizing parking lot

Email out to Eastern Fence for timing of fencing project. Citadel can start 3 weeks from approval date.

**4.4. Ball field Fencing - 50% covered by insurance:** Committee reviewed both quotes and determined that they were not similar enough to compare.

**It was duly moved and seconded that:** CAO get clarity on quotes to make them comparable and bring information back to Committee chair for decision on which to recommend to Council.

**Moved by Doug Smith, seconded by Rollin Andrews.**

**All in favor**

**MOTION CARRIED**

**4.5. NUWELCOM Proposal:** CAO presented NUWELCOM app to Council. This app would streamline Municipalities current online presence as well as adding accessibility to the apps existing features such as WasteWatch schedules, School updates, weather tracking. NUWELCOM would create a dashboard specific

to the Rural Municipality of North Shore. To have this dashboard created and maintained it would be a startup cost of \$479 plus an annual \$.40/resident.

**It was duly moved and seconded:** to recommend to Council accept the NUWELCOM proposal and review in one year.

**Moved by Doug Smith, seconded by Patsy MacKinnon**

**All in favor**

**MOTION CARRIED**

**4.6. Rink Resurfacing:** Rink resurfacing was discussed under Capital Projects. Committee agreed that CAO will collect information and get pricing on resurfacing Grand Tracadie rink and collecting public input.

**4.7. Update to Schedule A in Remuneration bylaw 2023-01** - requesting Finance Committees recommendation to update Schedule A to the 2023–01 Remuneration Bylaw.

**It was duly moved and seconded to :** recommend to Council to use current Provincial reimbursement rate and apply to the current fiscal year 2023/2024.

**Moved by Doug Smith, seconded by Jason Doyle**

**All in favor**

**MOTION CARRIED**

**4.8. Changing the location of the new outbuilding:** A 12’x16’ outbuilding is being brought to the North Shore Community Center to accommodate equipment for Riptide Softball and North Shore Sharks that is currently being stored in the community center garage. A request from these organizations was received to have the building put at the treeline where the existing building is located. The committee unanimously agreed that the new outbuilding should be kept where originally approved to ensure year round usage by both organizations.

**4.9. Unsightly premises bylaw:** Discussion regarding the financial responsibility of enforcing an unsightly premise bylaw. The committee agreed to table this topic.

**5. NEXT MEETING:** May 23, 2023 @ 6:00pm at North Shore Community Center

**11. ADJOURNMENT:**

There being no further business, the meeting adjourned at 7:24pm Tuesday April 18, 2023.

**Moved by Doug Smith, seconded by Rollin Andrew**

**All in favor**

**MOTION CARRIED**

\_\_\_\_\_  
Chair: Councilor Craig MacDonald

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DATE:

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SIGNED: CAO, Martha Jewell

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DATE: