

SPECIAL COUNCIL MEETING

JULY 29, 2013

Minutes of a Town of Pictou Special Council meeting convened 3:00 pm on the above date in Council Chambers. Mayor Joseph Hawes presiding.

PRESENT: Deputy Mayor L. Vigneault; Councillors C. Beaton and B. Naylor

ABSENT WITH REGRETS: Councillor A. Munroe

ALSO PRESENT: Scott Conrod, CAO

1.0 **CALL TO ORDER**

Mayor Hawes called the meeting to order.

2.0 **APPROVAL OF AGENDA**

MOVED: C. Beaton

STC-07-02-13-1100

SECONDED: L. Vigneault

MOTION: To approve the agenda as circulated.
MOTION CARRIED.

3.0 **BUSINESS OCCUPANCY TAX – WRITE-OFFS**

A list of outstanding business occupancy accounts totaling \$241,704.33 was reviewed by Council. It was noted that an allowance for bad debt had been expensed over the years in anticipation of potential write-offs. It was further noted that business occupancy assessment had now been fully phased out by the Province.

MOVED: B. Naylor

STC-07-02-13-1101

SECONDED: C. Beaton

MOTION: That the accounts totaling \$241,704.33 in business occupancy arrears be written off.
MOTION CARRIED.

4.0 **MISCELLANEOUS ACCOUNTS RECEIVABLE**

A list of outstanding receivables was reviewed by Council. It was noted that an allowance for bad debt had been expensed over the years in anticipation of potential write-offs.

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MOVED: B. Naylor *STC-07-02-13-1102*
 SECONDED: L. Vigneault

MOTION: That the specific accounts totaling \$5,595.37 in miscellaneous receivables be written off.
 MOTION CARRIED.

5.0 REVIEW OF MARCH 31, 2013 NON-CONSOLIDATED FINANCIAL STATEMENTS

The CAO reviewed the March 31, 2013 draft Non-Consolidated Financial Statements for the Town and Water Utility. A specific review of Town statements of reserves and balance sheets by fund was completed.

The CAO noted the differences between budgeting on a non-consolidated basis in relation to the requirement to produce Consolidated Financial Statements for financial reporting purposes.

6.0 APPOINTMENT OF MUNICIPAL FIRE INSPECTOR

MOVED: L. Vigneault *STC-07-02-13-1103*
 SECONDED: B. Naylor

MOTION: That Paul Janes be appointed as Municipal Fire Inspector.
 MOTION CARRIED.

There being no further business the meeting stood adjourned.

APPROVED

Joseph F. Hawes
 Mayor

Scott W. Conrod
 CAO