



**QUISPAMIS TOWN COUNCIL
SPECIAL MEETING
MINUTES
November 19, 2016, 8:30 am
Council Chambers
Quispamsis Town Hall**

Present:

Mayor Gary Clark
Deputy Mayor Libby O'Hara
Councillor Lisa Loughery (left at noon)
Councillor Sean Luck
Councillor Kirk Miller
Councillor Emil T. Olsen
Councillor Pierre Rioux
Councillor Beth Thompson
Deville, Susan; CAO
Kennedy, Aaron; Communications Manager
Losier, Gary; Dir. of Engineering & Works (Arrived 12:40 pm)
McGraw, Jo-Anne; Town Treasurer
Purton Dickson; Dana; Director of Community Services
Snow, Catherine; Town Clerk

**1. Appointment to Kennebecasis Regional Joint Board of Police Commissioners -
Nominating Committee's Recommendation**

Moved By Councillor Olsen

Seconded By Councillor Miller

Council accept the Nominating Committee's recommendation to appoint Deputy Mayor O'Hara to the Kennebecasis Regional Joint Board of Police Commissioners for a term effective immediately and expiring December 31, 2019.

Motion Carried

2. Resolve Into Committee Of The Whole

Moved By Deputy Mayor O'Hara

Seconded By Councillor Thompson

The meeting resolve into Committee of the Whole to allow for a less formal discussion on the proposed 2017 Budget Items.

Motion Carried

3. **Moment of Reflection** – Councillor Olsen read the Moment of Reflection.

4. **Mayor's Comments**

Mayor Clark welcomed those in attendance, noting the proposed budgets will be presented, and then Council will have opportunity to ask questions, and debate items fully and fairly with decisions to be based on the community as a whole. Motions will not be made, but rather consensuses on the budget issues to provide Staff with directives for any revisions.

5. **Proposed 2017 Town of Quispamsis Budget Presentations:**

General Operating - The proposed 2017 General Operating Fund Budget, as presented by Staff, totaled \$23,940,626, and reflected a tax rate of \$1.3290 per \$100 of property assessment value, up 5.9 cents from the 2016 tax rate of 1.2700 using a projected tax base assessment growth estimate of 2.14%. The Province will confirm the tax base numbers by early December.

General Capital - The proposed 2017 General Capital Expenditures totaled \$3,488,000 minus \$870,000 (GTFs), for a total of \$2,618,000 funding to be provided from the General Operating Budget. One cent on the tax rate equals \$168,334. The Town's debt cost as a percentage of its Total budget for 2017 is 9.49%.

Utility Operating – Total Expenditures proposed for 2017 is \$2,695,934; a 1.2% increase over 2016.

Utility Capital – Utility Capital for 2017 totals \$340,000 with \$250,000 of this amount coming from Grants and \$90,000 from Operating.

5.2 General Government Services – Budget 2017 (Copy of Presentation Attached) – Chief Administrative Officer, Susan Deuville

Ms. Deuville provided a 2016 year-end review of the Town's various projects and accomplishments, and proceeded to present the Town's new "Opportunities Exploration Initiative", noting 'without a plan, any road will get you there'. 2017

will see the Organization creating Departmental Plans, identifying priorities for 2017 and beyond. Highlights for 2017 will include –

- 311 – An automated tracking system of calls/concerns coming into town hall.
- Paperless PAC
- Management training
- Modernization of accounting systems
- Water study
- Shared services for IT
- Email/office Upgrade
- Office efficiency optimization
- Business process automations
- Animal Control By-law
- Asset Management
- Phone strategy

2017 Budget Challenges include a reduction of \$430,000 in Gas Tax Funding in each of the next two years; slow growth, with the projected assessment base growth indication of 2.14% for 2017, and the rising costs of everything.

Ms. Deuille noted the Civic Relations Budget falls under the General Government portion of the Budget. She noted the donations part of this budget has been trending higher and higher over the last four years, and the Finance Committee are recommending that the total donations line be capped in 2017 at \$57,125 a \$22,200 decrease from 2016. Recommendations from the Finance Committee on the individual 'asks' for 2017 have been referred to Council for discussion.

Further, Ms. Deuille noted, the Joint Finance Committee of Quispamsis and Rothesay have issued directives to both the Kennebecasis Regional Police Board and Kennebecasis Valley Fire Board asking that they limit their total budget requests for 2017 to 2.5% above the 2016 projected year end results before adding in the effect of their 2nd prior year surplus. This should result in the Police budget coming in at \$3,324,192; (Quispamsis' 59.17% share, based on population and kilometrage); the 911 Service \$209,225, (Quispamsis' 59.95% share based on population, as initially proposed), and the Fire budget coming in at \$2,740,689; (Quispamsis' 56.06% share, based on property assessments and population). She noted the Towns are still awaiting responses from the Police and Fire Boards on this directive.

Council Members' Consensuses, as noted below:

Comex – YES, Include \$155,423 for Public Transit – Comex – Council was disappointed that it did not have updated ridership numbers to measure the impacts of previous changes made to routes and fees. However, it was noted Saint John Transit is implementing an electronic counting system to measure ridership. Also, it was felt, the opening of the new Irving Oil Headquarters downtown Saint John that will accommodate 1000 employees, combined with increased uptown parking fees and potentially more streamlined routes to the hospital from uptown may positively impact the Comex Service. *IN Favour* – Deputy Mayor O'Hara, Councillor Loughery, Councillor Luck, Councillor Miller, Councillor Olsen, Councillor Thompson; *NOT in Favour*, Councillor Rioux.

Enterprise Saint John – REDUCE BY 50% to \$56,067 - *IN Favour* – Mayor Clark, (removed himself from Chair to express support of 50% reduction), Deputy Mayor O'Hara, (50% reduction), Councillor Loughery, (50% reduction), Councillor Luck, (33% reduction), Councillor Miller, (50% reduction), Councillor Olsen, (33% reduction), Councillor Rioux, (50% reduction), Councillor Thompson (50% reduction).

Moved By Councillor Olsen

Ms. Deuville be thanked for her presentation, with Council recognizing the depth of the information presented, acknowledging decisions of Council will be reflected in a revised budget.

Motion Carried

Civic Relations Budget – Finance Committee's Recommendations Re Donations – Consensuses of Council

- *Ellipsis Productions – Alice, the Musical* - DENY Request, \$0 - *IN Favour* – Deputy Mayor O'Hara, Councillor Loughery, Councillor Luck, Councillor Miller, Councillor Olsen, Councillor Rioux, Councillor Thompson
- *KV Oasis Youth Centre* – DONATE \$7,500 - *IN Favour* – Deputy Mayor O'Hara, Councillor Loughery, Councillor Luck, Councillor Miller, Councillor Olsen, (\$15,000), Councillor Rioux, Councillor Thompson
- *Chris Saunders Memorial School Playground* - DONATE \$5,000 - *IN Favour* – Deputy Mayor O'Hara, Councillor Loughery, Councillor Luck, Councillor Miller, Councillor Olsen, Councillor Rioux, Councillor Thompson

- *Cherry Brook Zoo*- DONATE \$2,500 - IN Favour – Councillor Loughery, Councillor Luck, Councillor Miller, Councillor Olsen, Councillor Rioux, Councillor Thompson. NOT IN Favour - Deputy Mayor O'Hara
- *Saint John Theatre Co.* – DONATE \$1500 - IN Favour – Deputy Mayor O'Hara, Councillor Loughery, Councillor Luck, Councillor Miller, Councillor Olsen, Councillor Rioux, Councillor Thompson
- *Key Industries* – DONATE \$5000 - IN Favour – Deputy Mayor O'Hara, Councillor Loughery, Councillor Luck, Councillor Miller, Councillor Olsen, Councillor Rioux, Councillor Thompson
- *KV Committee Disabled Persons* – DONATE \$3000 - IN Favour – Deputy Mayor O'Hara, Councillor Loughery, Councillor Luck, Councillor Miller, Councillor Olsen, Councillor Rioux, Councillor Thompson
- *PRO Kids* - DONATE \$7135 - IN Favour – Deputy Mayor O'Hara, Councillor Loughery, Councillor Luck, Councillor Miller, Councillor Olsen, Councillor Rioux, Councillor Thompson
- *Imperial Theatre Capital Campaign* – DONATE \$7500 - IN Favour – Deputy Mayor O'Hara, Councillor Loughery (\$5000), Councillor Luck, Councillor Miller, Councillor Olsen, (\$2500), Councillor Rioux, Councillor Thompson, (\$5000)
- *Crimestoppers* – DONATE \$3000 - IN Favour – Deputy Mayor O'Hara, Councillor Loughery, Councillor Luck, Councillor Miller, Councillor Olsen, Councillor Rioux, Councillor Thompson
- *DAL Medicine NB* – Year 6 of 10 year previously made commitment.
- *Hammond River Angling Association* - DONATE \$300 and in-kind, where feasible. - IN Favour – Deputy Mayor O'Hara, Councillor Loughery, Councillor Luck, Councillor Miller, Councillor Olsen, Councillor Rioux, Councillor Thompson
- *Various Other Donations* - \$2,200 - IN Favour – Deputy Mayor O'Hara, Councillor Loughery, Councillor Luck, Councillor Miller, Councillor Olsen, Councillor Rioux, Councillor Thompson

- *SJ Sculpture Symposium - \$0 for 2017*; recognizing if Quispamsis wishes to participate in the 2020 Sculpture Symposium, the first payment is not required until 2019; therefore a decision can be deferred to a future date. - IN Favour – Deputy Mayor O'Hara, Councillor Loughery, Councillor Luck, Councillor Miller, Councillor Olsen, Councillor Rioux, Councillor Thompson.
- *Greater Saint John Fieldhouse - \$7,500 for 2017, for total of \$30,000 over four (4) years 2017 - 2020*; Reallocate \$7500 previously assigned for the 2020 Sculpture Symposium to the Greater Saint John Fieldhouse Project. - IN Favour – Deputy Mayor O'Hara, Councillor Loughery, Councillor Luck, Councillor Miller, Councillor Olsen, Councillor Rioux. NOT IN Favour of 4 year Commitment - Councillor Thompson

Break for Lunch (11:50 a.m.) – (Councillor Loughery left meeting)

Meeting Reconvened (12:20 p.m.)

5.3 Community Services - Director of Community Services, Dana Purton Dickson – (Copy of Presentation Attached)

Ms. Purton Dickson presented the Community Services proposed 2017 budget, which totaled, \$3,808,865, reflecting a 4.1% increase over 2016. The Department's top three (3) priorities, she said, are 1) Recreation Master Plan – a shared priority with Planning and Engineering; 2) Partnerships on events, tourism, Chamber of Commerce, a shared priority with Communications; and 3) Property Management – improve lifecycle planning, proactive approach, look for efficiencies in managing contracts/planning/capital projects – a shared priority with the Asset Management Group.

Ms. Purton Dickson advised the Community Services 2017 plans include-

- Efficiencies in operations – systems audit & centralized booking;
- Town Hall improvements; replacement of chairs (Board Room & Council Chambers)
- Ballfield and parking area on Hampton Road Property;
- Active Transportation – trail construction – Foxwood & Granite;
- Finished QR Trail from Pettingill to Old Coach Road;
- Recreation Master Plan;
- The July 1st, Canada 150 Celebration will be held at the Arts & Culture Park, bringing people closer to the downtown area;

- Trans Canada Trail Grand Opening;
- Trail grooming;
- Epi-pen Program in all public facilities (Partnered with Shoppers Drug Mart who have agreed to supply the injectors);
- Washroom Installation – Meenan’s Cove Ballfield Building;
- Vehicle lease if replacement of 2007 truck not approved in capital.

Parks & Facilities Proposed 2017 Capital Budget included –

• QR Trail – Finish Surface, Signage Site Furniture	\$ 25,000
• Ballfield & Parking Lot (587 Hampton Road Property)	\$500,000
• Replace Kioti Tractor with heavier model	\$ 65,000
• Trail Construction	\$ 70,000
• 2007 Dodge Ram Replacement (Due 2014)	\$ 60,000
• (Added), Netting at Meenan’s Cove Ballfield	<u>\$ 14,500</u>
Total	<u>\$734,000</u>

Arenas & Pool Proposed 2017 Capital Budget –

• qplex Player’s Entrance Concrete Replacement	\$ 34,000
• qplex West Parking Lot repairs and paving – upper	\$ 54,000
• QMA – Roof purlins painting	\$ 37,000
• QMA & qplex – Roof inspection and Repairs	\$ 10,000
• qplex – South parking lot repairs and paving overflow	\$161,000
• qplex ice deck covering Option	<u>\$ 40,000</u>
Option 2 - \$25,000	
Total	<u>\$348,500</u>

qplex Ice Deck Covering – The total number of sheets required to cover the arena floor is 500. The 2017 Budget reflects quotes for 120. **CONCENSUS** of Council that the deck flooring be included at \$40,000 at this time, and Staff research if there would be, through economies of scale, cost savings by purchasing a larger order. Further, Staff will research if government grants exist to help offset flooring costs, similar to monies accessed by St. Stephen.

Ballfield & Parking Area Development – 587 Hampton Road – **CONCENSUS** of Council to REMOVE this item, (\$500,000) from Budget - Can be reassessed at a future date once more data is available on the impact of the new lights at Meenan’s Cove Ballfield as well as the new Rothesay field, expected to open next year has on scheduling. **IN Favour** – Deputy Mayor O’Hara, Councillor

Loughery, Councillor Luck, Councillor Miller, Councillor Olsen, Councillor Rioux, Councillor Thompson

2007 Dodge Ram 2400 Replacement (Due 2014) - CONSENSUS of Council to include the Replacement Truck, \$60,000; which removes the \$6000 for the Vehicle Lease. IN Favour – Deputy Mayor O'Hara, Councillor Loughery, Councillor Luck, Councillor Miller, Councillor Olsen, Councillor Rioux, Councillor Thompson

Proposed Replacement of Kioti Tractor with heavier model- CONSENSUS of Council to REMOVE \$65,000 from Budget for the tractor at this time. IN Favour – Deputy Mayor O'Hara, Councillor Loughery, Councillor Luck, Councillor Miller, Councillor Olsen, NOT IN FAVOUR of removing tractor purchase - Councillor Rioux, Councillor Thompson

Qplex West Parking Lot Repairs & Paving – Upper – CONSENSUS of Council to REMOVE \$54,000 - IN Favour – Mayor Clark (removed himself from Chair), Deputy Mayor O'Hara, Councillor Loughery, Councillor Luck, Councillor Miller, NOT IN FAVOUR of removing this item, Councillor Olsen, Councillor Rioux, Councillor Thompson

qplex – South Parking Lot – Repairs & Paving – Overflow – CONSENSUS of Council to REMOVE \$161,000. IN Favour – Mayor Clark (removed himself from Chair), Deputy Mayor O'Hara, Councillor Loughery, Councillor Luck, Councillor Miller, NOT IN FAVOUR of removing this item, Councillor Olsen, Councillor Rioux, Councillor Thompson

qplex Player's Entrance Concrete Replacement – CONSENSUS OF Council to include \$34,000 for this purpose. IN Favour – Deputy Mayor O'Hara, Councillor Loughery, Councillor Luck, Councillor Miller, Councillor Olsen, Councillor Rioux, Councillor Thompson

Netting at Meenan's Cove Ballfield - CONSENSUS OF Council to add \$14,500, with consideration to apply funding from sale of 2007 RAM truck towards this cost. IN Favour – Deputy Mayor O'Hara, Councillor Loughery, Councillor Luck, Councillor Miller, Councillor Olsen, Councillor Rioux, Councillor Thompson

Recreation Master Plan – CONSENSUS OF COUNCIL to REMOVE \$50,000 for a Recreation Master Plan. Members noted they have been very pleased with the initiatives of the Community Services Department, including their ongoing planning, public engagement and implementation of various projects, facilities and programs, and do not feel an outside, external consultant could do a better

job. IN Favour – Deputy Mayor O'Hara, Councillor Loughery, Councillor Luck, Councillor Miller, Councillor Olsen, Councillor Rioux, Councillor Thompson

MOVED BY Councillor Olsen Ms. Purton Dickson be thanked for her presentation and revisions as discussed be noted in the budget.

Motion Carried

5.4 Engineering, Works & Utility - Director of Engineering & Works, Gary Losier
(Presentation Attached)

Mr. Losier stated his Department covers a broad scope of services, including Environmental Development Services, Building Inspection, By-law Enforcement, Engineering, Works Utility and the Transportation and Utility Capital Programs. The budget totals \$4,778,200 which represents 19.95% of the total municipal budget.

The proposed 2017 Capital Budget for Engineering, Transportation & Utility:

Vehicles:

GPS Survey Unit Replace/Upgrade Malfunctioning Unit	\$25,000
Replace Unit 310 (Survey Van) with Electric Vehicle	\$42,000
Works Dept ½ Ton	\$36,000
Works Dept ½ Ton	\$36,000
Works Dept 4 x 4	\$43,000
Works Dept Crew Cab w Dump	\$72,000

Storm Sewer:

Storm Sewer Program	\$200,000
Local Improvement 75/25 Program	\$ 15,000

Traffic Calming:

Equipment– Counters & Speed Radar Signs	\$30,000
Crosswalk Beacons – 2 Locations Along Trail System	\$20,000

Equipment:

Tack Coat Sprayer	\$20,000
Brine Making & Storage Units	\$45,000
Chipper/Share between Public Works/Parks	\$35,000
Asphalt Roller	\$50,000

Roads:

Hammond River Road – Asphalt work	\$110,000
Parkside Road – Ph 1(Gwen to LPP)	\$200,000
French Village Rd – Ph 4	\$300,000
Kallar's Hill Road	\$ 75,000
Quispamsis Rd. – Diggle to Alma	\$240,000
Ambassador Dr. Connection to Quispamsis Rd	\$160,000
Diggle Drive	\$ 57,500
Hammond River Terrace	\$ 70,000
Chalet Court	\$ 23,000
Sparrow Court	\$ 20,000
Gondola Blvd. – Review & Ph 1	\$300,000
Sunset Drive	\$ 80,000
Haven Court	\$ 20,000
Ranch Avenue	\$ 20,000

Utility

Treatment Systems:

Rothesay Connection Study	\$ 40,000
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Water System

Sunset Drive Haven Court Loop	\$250,000
Water Distribution Study	\$ 50,000

A discussion of Council ensued on the content of Mr. Losier's presentation. Members were pleased to see the proposed 2017 Street Capital Program, noting paving of streets is a priority. Mayor Clark removed himself from the Chair and asked that consideration be given to extending upgrades on the Quispamsis Road from Ambassador Drive to Vincent Road. Mayor Clark resumed the Chair. The review proposed for the Gondola Boulevard Corridor will include traffic counts, pedestrian counts, a public process and an eventual proposal to Council on how best to proceed with this planned street upgrade.

Council Members also expressed their pleasure at seeing funding allocation for a Water Distribution Study, acknowledging municipal water expansion has become a top priority for the Town.

Mr. Losier noted Staff go through the budget exercise exhaustively. No new vehicles are recommended unless they've gone through at least two prior hand me downs, and used to their capacity. Paving assessments are assigned according to consistent standards, taking into account traffic volumes, as well as looking at streets in common subdivision areas and Council's input in response

to public input. In Engineering, the main complaints received are concerning speeding motorists and drainage issues. The proposed traffic calming speed radar signs are smaller than the current sign on Kensington, and are transferable.

Mr. Losier noted the \$40,000 for a study on the feasibility to connect to Rothesay's new Sanitary Sewer System is an add on to a previous study, and will provide the Town with information to properly assess and respond to Rothesay's request of Quispamsis' interest. Rothesay's system would treat raw sewerage, not effluent already treated. The Town is currently 15 years into a 25 year life of the Longwood Lagoon Wastewater Treatment System. The grit removal equipment just added will extend the life expectancy for another seven years. He noted the proposed study could suggest that Rothesay's new treatment plant be developed with a larger capacity footprint that could potentially be extended to service Quispamsis in the future.

MOVED BY Deputy Mayor O'Hara Mr. Losier be thanked for his presentation, with all items proposed remaining in the budget.

Motion Carried

5.5 Budget Summary – Fiscal Services - Town Treasurer, Jo-Anne McGraw (Presentation Attached)

The Town Treasurer confirmed the 2.14% property tax assessment base increase used in the calculations for the proposed 2017 Budget was an estimate provided by the Province. Confirmation on this number is expected in the next few weeks. The debt ratio for 2017 is at 9.49%, a -5.0% decrease. In the original budget document provided to Council, Fiscal Services also proposed a proposed \$2,618,000 planned contribution to Capital from Operating.

Ms. McGraw noted in tracking the revisions of today's discussion, Council has deleted a total of \$856,315 from the total proposed budget amount, Operating, \$90,815 and Capital, \$765,500. The 2017 tax rate initially proposed was at 1.3290; however, with the reductions, the tax rate now comes in at 1.2782; - a .0082 cent increase over the 2016 tax rate. In order to arrive at the exact same tax rate as 2016, a further \$137,000 would need to be deleted from the proposed budget.

Councillor Rioux referenced the decreasing debt ratio of 9.49% stating he would be satisfied to see this number increase to 12 – 13% in order to pave more roads.

Ms. McGraw stated the Asset Management Program required for 2018 will increase the Town's debt ratio, and noted a new fire station is on the horizon that will also add to the Town's future debt load.

Councillor Olsen acknowledged Council has gone through a vigorous process and removed many items from the budget that was presented earlier in the day. He noted the many streets in need of repair, and the need to accelerate the Capital Streets Program to include more streets.

Utility – Water & Sewer Rates - The Town Treasurer stated in order to balance the Utility Fund, the annual Sewerage User Fee is proposed to increase by 2%; going from \$404 per unit to \$412. In addition, the proposed Water Rate is also proposed to increase by 2%, with the fixed rate at \$202, plus water consumption.

The Utility Capital from Operating planned for 2017 totals \$90,000 and includes the studies for the Municipal Water Distribution and the connection to Rothesay Wastewater Treatment System. Debt ratio in Utility is also decreasing, now at 35% of the overall budget. Ms. McGraw noted, however that could change depending upon future expansion of the municipal water system. She noted the option of transferring funding from the general fund, (through a tax rate increase), to the utility fund to support water expansion.

For Council's information, Ms. McGraw reported the cost of borrowing \$1 million over 10 years would increase the Town's debt cost by \$120,000 annually; over 15 years, would cost \$87,000 annually; and over 20 years, \$70,000 annually.

Council Members thanked Ms. McGraw for computing the results of Council's discussions on the budget, and providing options to consider. It was noted further discussion on the revised budget can occur at the December 6, 2016 Regular Meeting, with final approval anticipated for the December 20, 2016 Regular Meeting.

RESOLVED FROM COMMITTEE OF THE WHOLE

Mayor Clark thanked all in attendance for the very productive day and the robust discussions. He reminded everyone to attend the Tree Lighting Festivities on November 23, 2016 at 6:30 p.m.

6. **Adjournment**

Moved By Deputy Mayor O'Hara

Seconded By Councillor Olsen

Special Meeting adjourn.

Motion Carried

Meeting adjourned at 4:30 p.m.

X

Gary Clark
Mayor

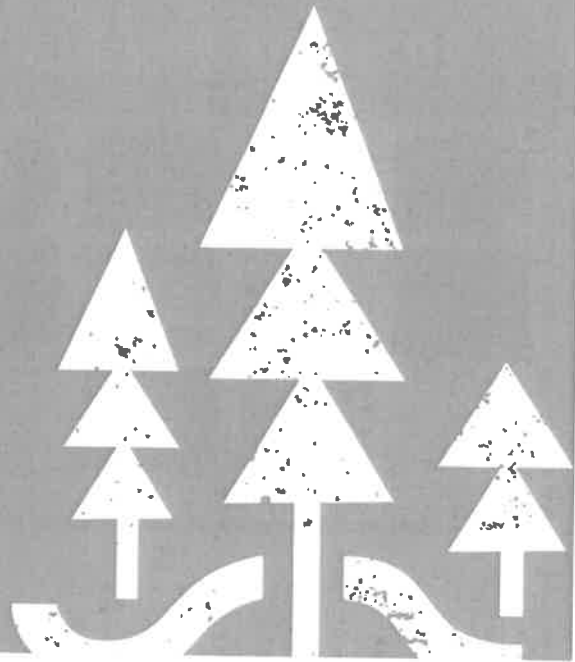


X

Catherine P. Snow
Clerk



BUDGET 2017



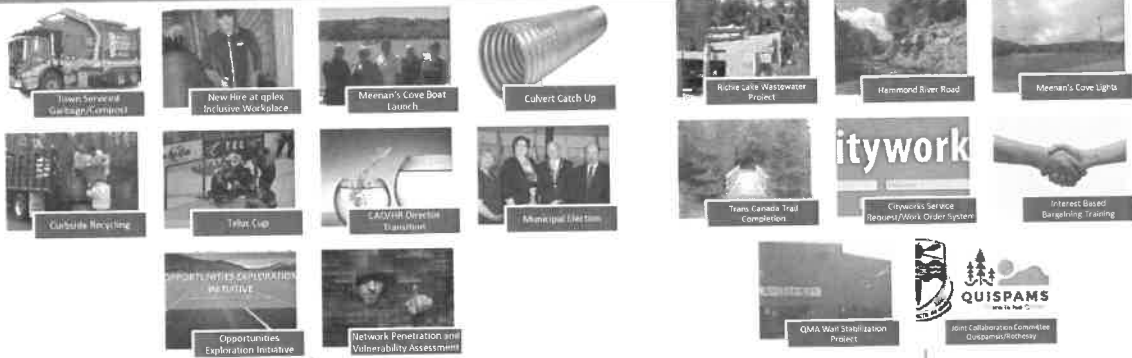
VISION

Quispamsis is a forward-thinking community where families enjoy a safe, friendly and active lifestyle surrounded by a beautiful, natural environment.



QUISPAMSIS

2016 YEAR IN REVIEW



January, February, March, April, May, June

July, August, September, October, November, December



OPPORTUNITIES EXPLORATION INITIATIVE

Without a plan, any road will get you there.



- 
- We've done a great job so far
 - How can we move forward more efficiently?
 - In-house expertise vs. outside consultant
 - **swot analysis** strengths, weaknesses, opportunities, threats

OPPORTUNITIES EXPLORATION INITIATIVE



We deliver services and create opportunities
that foster a vibrant, healthy and sustainable
community.

STAFF MISSION STATEMENT





We will operate in a manner that is:

- **ethical** providing honest, open and fair decisions
- **inclusive** engaging with a broad spectrum of our stakeholders to ensure our actions are in the best interest of the community
- **accountable** we are responsible for the decisions and actions we take

STAFF MISSION PRINCIPLES

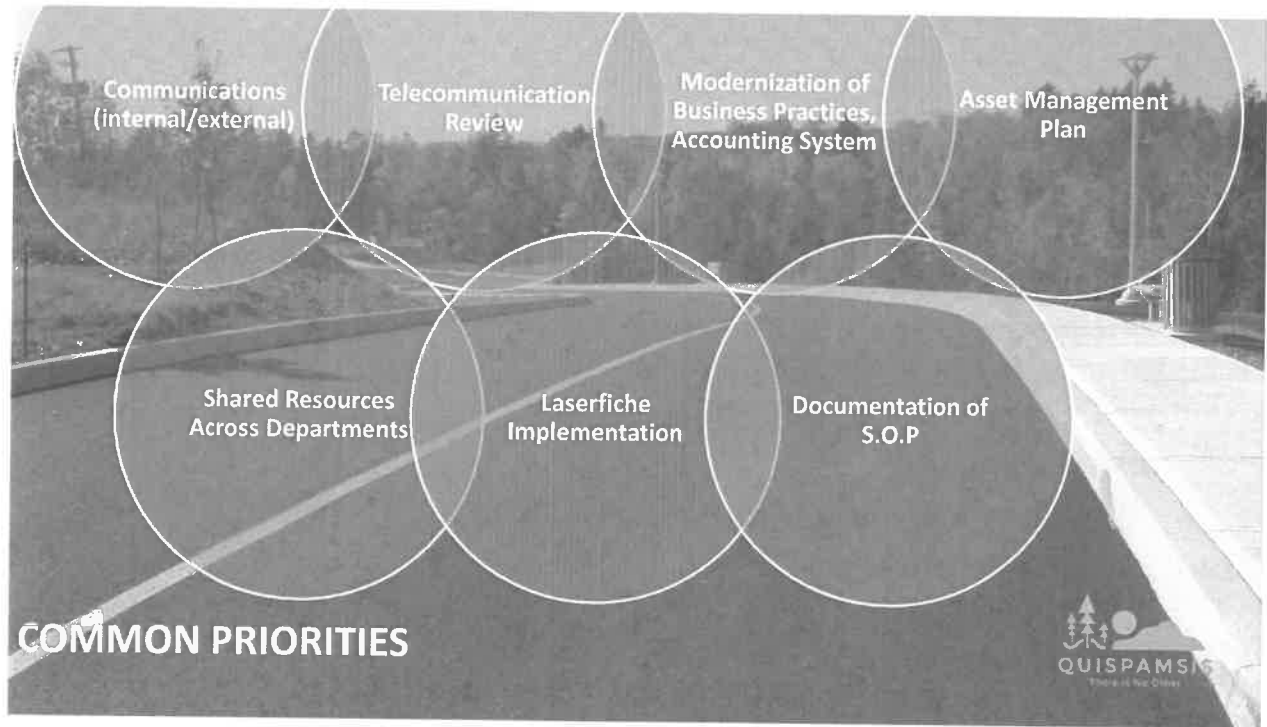


- 
- Common Priorities for the Whole Organization
 - In 2017

- Executive team will further engage their departments
- Create departmental plans
- Identify further priorities for 2017 and beyond

OPPORTUNITIES EXPLORATION INITIATIVE





2017 HIGHLIGHTS

311

paperless PAC

management training

modernization of finance

water study

shared services for IT

Email/office upgrade

office efficiency optimization

business process automations

animal control bylaw

asset management

phone strategy

... continue to provide quality municipal services

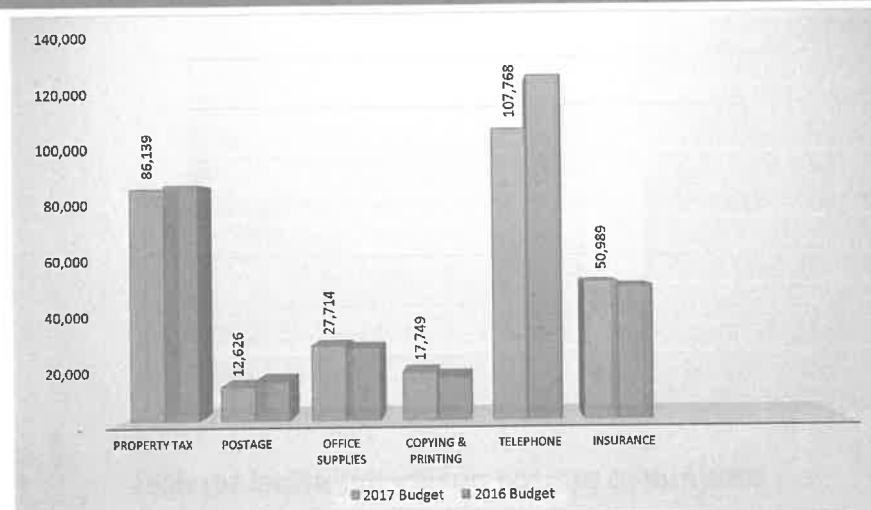


2017 BUDGET CHALLENGES

- Gas Tax Funding Remaining
 - Previous Years 1.3 Million +
 - 2017 and 2018 \$870,000
 - \$430,000 less in each of the next two years
- Slow Growth
 - Projection of approximately 2.14% for 2017
- Cost of Operating
 - Everything costs more



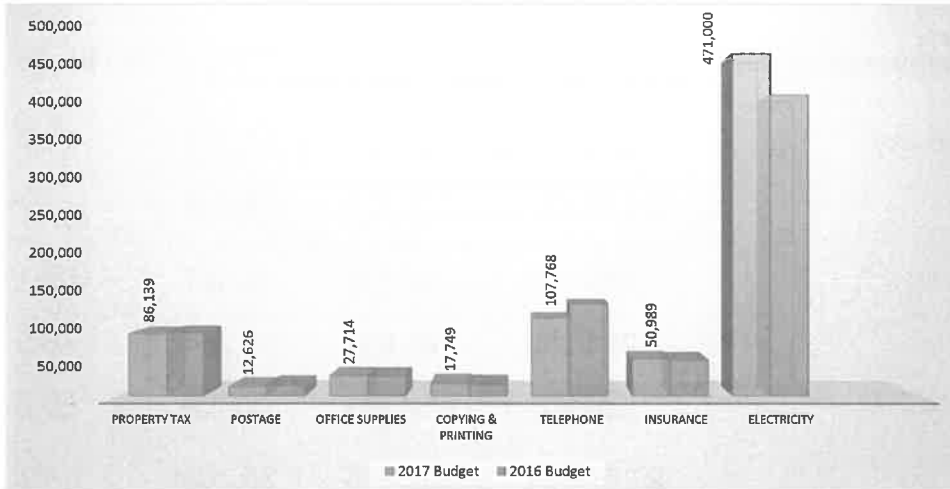
NON-DISCRETIONARY EXPENSES



Budget \$302,985



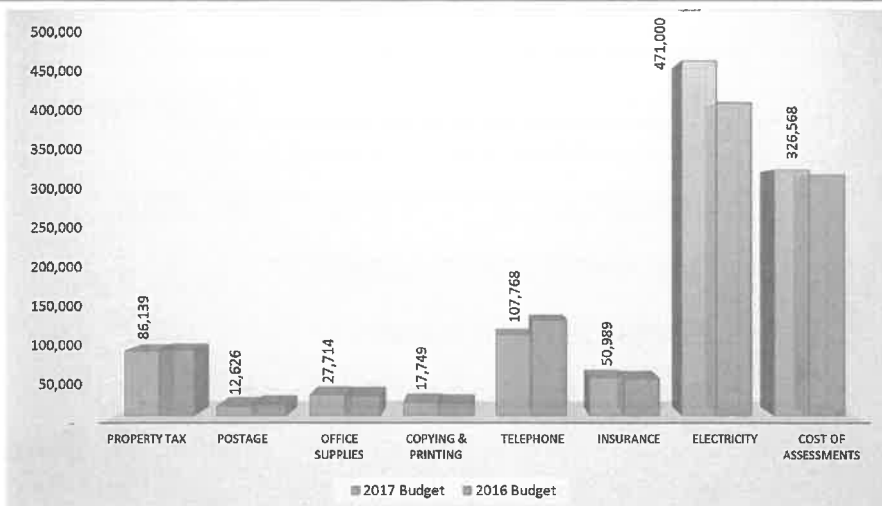
NON-DISCRETIONARY EXPENSES ELECTRICITY



Budget \$773,985



NON-DISCRETIONARY EXPENSES COST OF ASSESSMENTS



Budget \$1,100,553



GENERAL GOVERNMENT SERVICES

General Government Services	2017	2016	\$ Change	% Change
Non-Discretionary	125,106	143,744	-18,638	-13.0
Salaries	1,156,256	1,171,364	-15,108	-1.3
Maintenance	149,196	93,789	55,407	+59.1
Other	208,105	191,854	16,251	+8.5
Miscellaneous GG	<u>728,961</u>	<u>731,164</u>	<u>-2,203</u>	<u>-0.3</u>
Total	<u>2,367,624</u>	<u>2,331,915</u>	<u>35,709</u>	<u>1.5%</u>

MAINTENANCE

Budget \$149,196



- Chair Replacements
- Town Hall Improvements (Examine Water Infiltration and sidewalk shifting)
- Janitorial Fees increased over 2016
- Microsoft Office Upgrade
- Portable PA System
- More licenses for Cityworks



LEGISLATIVE SERVICES

Budget \$210,748



- Mayor & Council Salaries +\$6,606
- Non Discretionary -\$16,781
- Travel +\$588
- Other Mayors Discretion and Council Meetings -\$1,550



ADMINISTRATOR'S OFFICE

Budget \$312,866

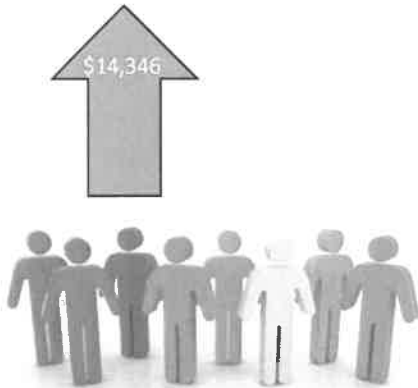


- Non Discretionary -\$1,931
- Salaries down



HUMAN RESOURCES

Budget \$84,796

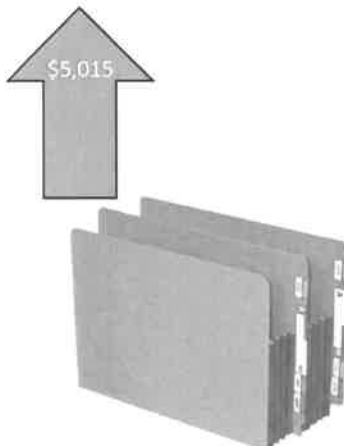


- Management and Leadership Training
 - Increase Productivity
 - Increase Leadership effectiveness
 - Improve engagement
 - Performance management
 - Facilitate organizational change capability to meet changing needs
- Absenteeism Management



CLERK'S OFFICE AND RECORDS MANAGEMENT

Budget \$205,060



- Migration to eScribe online
- Travel budget increased due to transfer from RIM GL
- Appointment of Assistant Town Clerk



FINANCE AND AUDIT

Budget \$458,917



- Upgrade to Accounting System
- Asset Management System
- Salaries
- Audit fees down \$1,000



MISCELLANEOUS GOV'T SERVICES

Budget \$728,961



Labour Relations
\$50,000

+\$20,000

Association Dues
\$30,000

+\$2,000

Liability Insurance
\$95,548

-\$2,245

RIM transferred to
Clerk's Office
\$300

-\$5,400

Civic Relations
\$77,735

-\$22,200

Cost of Assessments @
0.194 C per \$100
\$326,568

+\$6,842

Solicitor
Seniors' Grants
Bursaries
No Change

External Audit
\$21,000

-\$1,200



INFORMATION & COMMUNICATIONS TECHNOLOGY - TELEPHONES

Budget \$128,645



- Council reimbursement reduced
- Optimize internet connectivity
- Next generation phone system
 - Integration of landline/mobile phones
 - VOIP services
 - Cost efficiencies



INFORMATION & COMMUNICATIONS TECHNOLOGY – SUPPORT & SERVICE

Budget \$88,225



- Shared IT Managed Services
- Data Centre Server
- Financial Modernization Assessment Consultant
- Hosted Exchange Email Upgrade – existing contract ends 2017



INFORMATION & COMMUNICATIONS TECHNOLOGY – OFFICE & EQUIPMENT

Budget \$153,733



- Microsoft Office Upgrade
- Paperless PAC – Ipads, eScribe
- 311 System
Improve data collection, issue management tracking and citizen communication
- Cityworks Work Order System – roll out organization-wide



COMMUNICATIONS, MARKETING

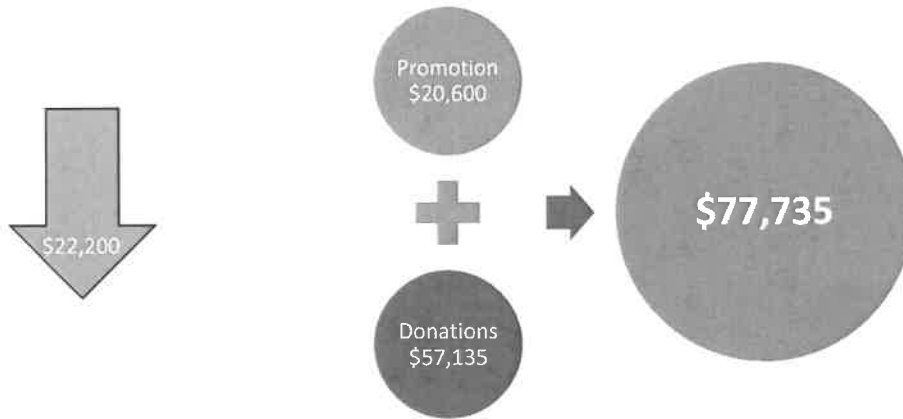
Budget \$97,542



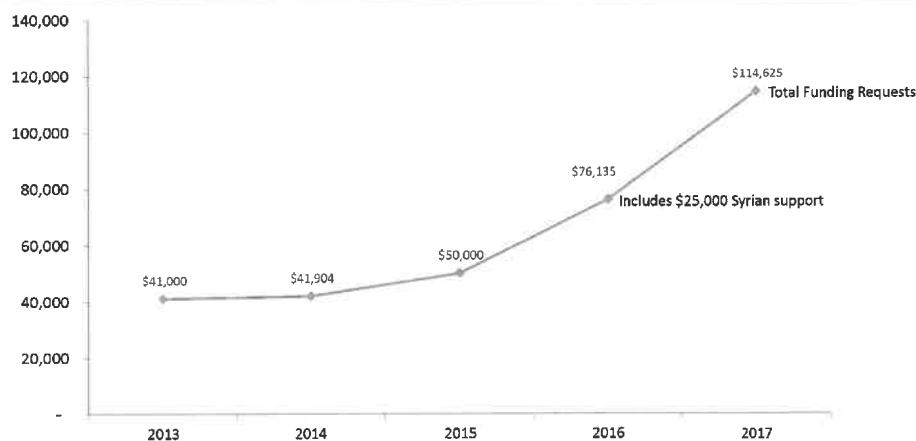
- Wages & Benefits
- Communications Strategy
- NB Sports Hall of Fame Dinner
- International Sporting Event Bid 2018



CIVIC RELATIONS



CIVIC RELATIONS - DONATIONS



CIVIC RELATIONS - DONATIONS

	Finance Committee Recommendation 2017	2016 Budget
Cherry Brook Zoo	\$2,500	\$2,500
Chris Saunders Memorial School Playground	\$5,000	-
Crimestoppers	\$3,000	\$3,000
DAL Medicine NB	\$5,000	\$5,000
Elementary Literacy Friends	-	\$1,500
Greater Saint John Field House	-	-
Imperial Theatre Capital Campaign	\$7,500	-
Key Industries	\$5,000	\$5,000
KV Committee Disabled Persons	\$3,000	-
KV Oasis Youth Centre	\$7,500	\$5,000
KV Players (Alice)	-	-
PRO Kids	\$7,135 (admin costs)	\$7,135
Saint John Theatre Co.	\$1,500	\$1,500
Special Olympics	-	\$500
SJ Sculpture Symposium	\$7,500 annually for next 4 yrs to participate in 2020 Symposium	-
Support YM/YWCA for Syrian Refugees	-	\$25,000
UNBSJ Donation	-	\$17,500
Hammond River Angling Association	\$300	\$300
Various Other Donations	<u>\$2,200</u>	<u>\$2,200</u>
TOTAL:	\$57,135	\$76,135

Budget \$57,135



EMO (EMERGENCY MEASURES ORGANIZATION)

Budget \$19,330



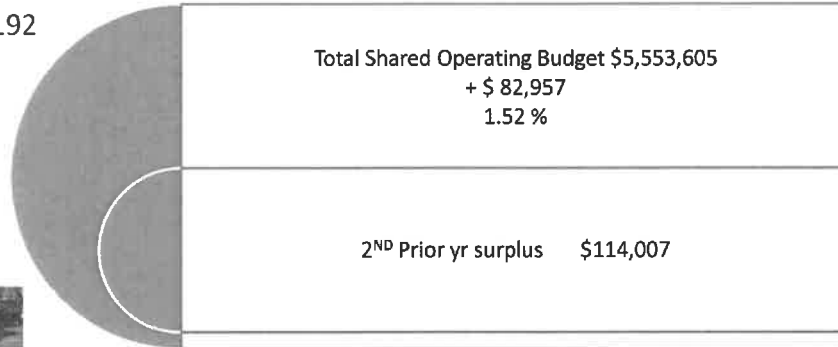
IS YOUR FAMILY
PREPARED?

- Staff training – Public Information; Level One ICS
- Attendance to Red Cross Disaster Management Forum
- Table Top Exercise
- Communications Infrastructure



PROTECTIVE SERVICES - POLICE

Town Budget \$3,324,192

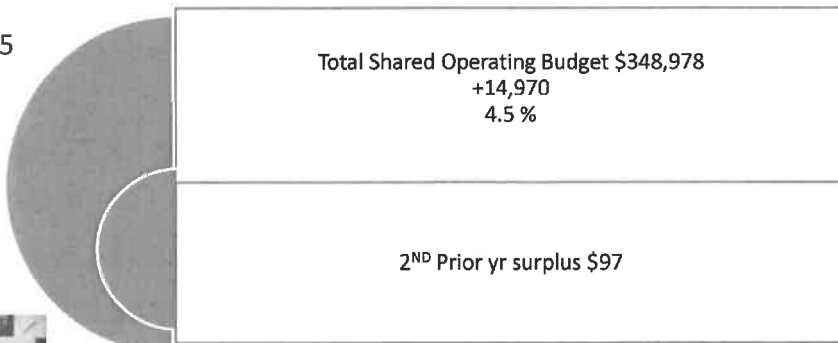


59.17 % Town Share based on
Population and Road Kilometers



PROTECTIVE SERVICES - 911

Town Budget \$209,225



59.95% Town Share based on Population



PROTECTIVE SERVICES - FIRE

Town Budget \$2,740,689



Total Shared Operating Budget \$4,741,836 +\$39,976 0.85% budget
2nd Prior Yr surplus \$54,534
Total Shared Capital \$189,000 +\$125,000

56.06% Town Share Tax based and Population



KENNEBECASIS PUBLIC LIBRARY

Town Budget \$135,061

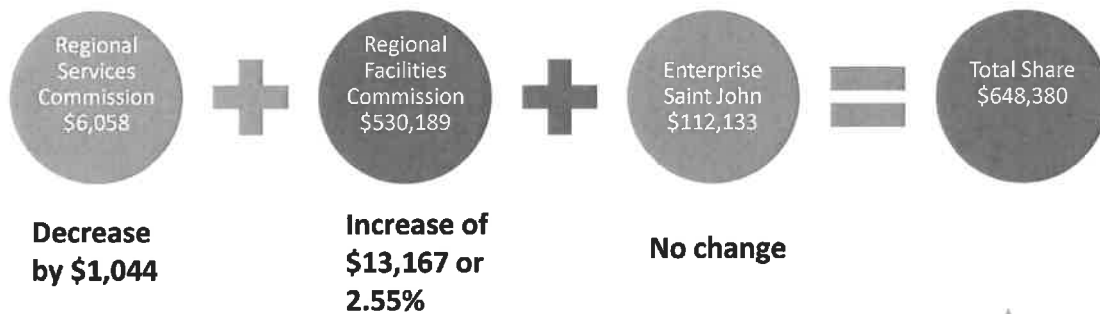


Total Shared Operating Budget \$216,668 + \$2,856 1.34 %
2 ND Prior yr surplus \$984

59.95% Town Share based on Population



REGIONAL SERVICES



ENVIRONMENTAL HEALTH CLIMATE CHANGE

Budget \$9,000



\$6,000



- UMNb and QUEST Partnership for Climate Change Initiatives
 - Update local action plan
 - Community GHG inventories



ENVIRONMENTAL HEALTH WASTE MANAGEMENT

Budget \$941,500



- 2% increase to garbage collection fee
- Tipping budget decrease based on actual numbers - tipping rate no change
- Recycling in 2016 based on 8 months, 12 months for 2017

Garbage Collection	\$555,000
Tipping Fees	\$370,000
Town Dumpsters	\$16,500



PUBLIC TRANSIT - COMEX

Budget \$155,423



Saint John Transit	\$130,723	+\$6,047
Bus Shelter Maintenance	\$5,000	
Snow Plowing	\$14,000	-\$6,000
Parking (Donation)	\$2,000	
Advertising and Promotion	\$2,500	
Janitorial	<u>\$1,200</u>	-\$400
TOTAL	\$155,423	



PUBLIC TRANSIT COMEX - RIDERSHIP

- Ridership down partly due to route changes in 2015
- 2016 SJ Transit showing ridership trending upwards

2017 Outlook

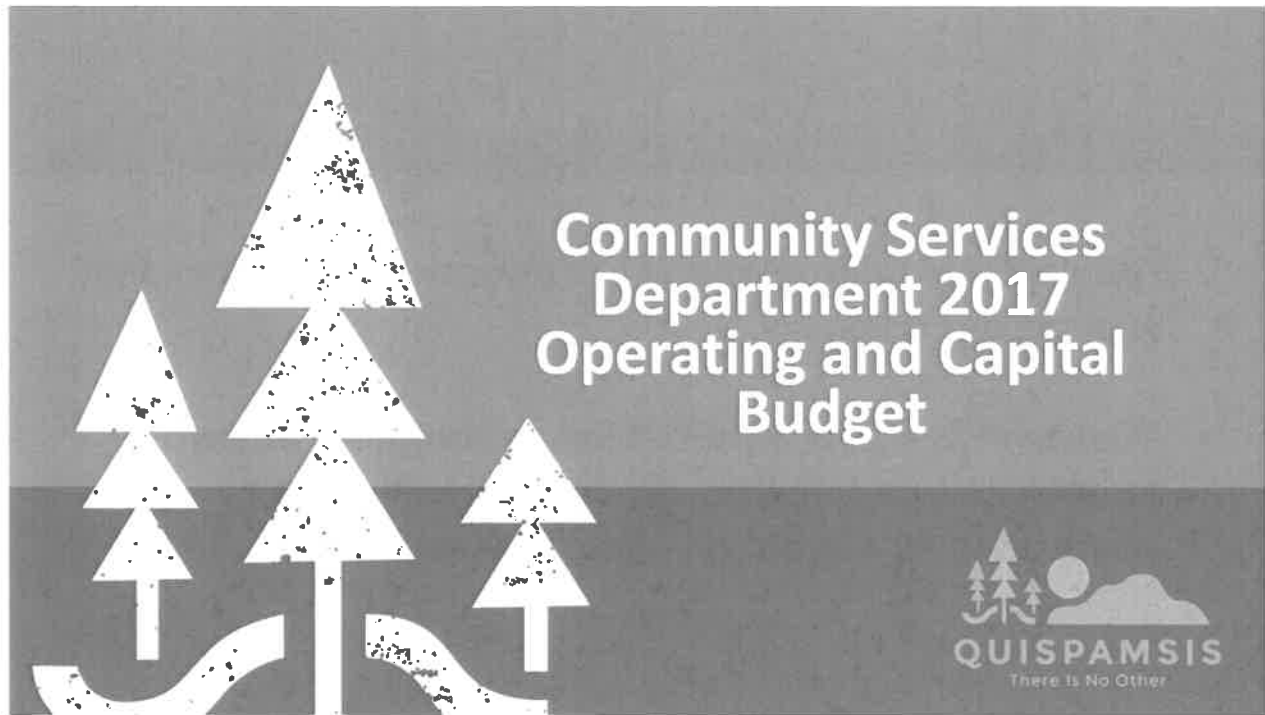
- Possible ridership Increase
- Uptown parking costs increasing
- Uptown development - less parking availability
- New buses in fleet featuring tracking system
- Possible increased frequency to University/Hospital run



QUESTIONS



	Finance Committee Recommendation 2017	2016 Budget
Cherry Brook Zoo	\$2,500	\$2,500
Chris Saunders Memorial School Playground	\$5,000	-
Crimestoppers	\$3,000	\$3,000
DAL Medicine NB	\$5,000	\$5,000
Elementary Literacy Friends	-	\$1,500
Greater Saint John Field House	-	-
Imperial Theatre Capital Campaign	\$7,500	-
Key Industries	\$5,000	\$5,000
KV Committee Disabled Persons	\$3,000	-
KV Oasis Youth Centre	\$7,500	\$5,000
KV Players (Alice)	-	-
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SJ Sculpture Symposium	\$7,500 annually for next 4 yrs to participate in 2020 Symposium	-
Support YM/YWCA for Syrian Refugees	-	\$25,000
UNBSJ Donation	-	\$17,500
Hammond River Angling Association	\$300	\$300
Various Other Donations	<u>\$2,200</u>	<u>\$2,200</u>
TOTAL:	\$57,135	\$76,135



OPPORTUNITIES EXPLORATION

“The act of examining the ways in which an organization or department works in order to see how it can be made more efficient and effective”

OUR VISION

Our goal was to develop a set of priorities and actions that support our vision:

“Quispamsis is a forward-thinking community where families enjoy a safe, friendly and active lifestyle surrounded by a beautiful, natural environment.”



COMMUNITY SERVICES TOP 3 PRIORITIES

1. Recreation Master Plan - shared priority with Planning and Engineering

2. Partnerships – events/tourism/Chamber of Commerce - shared priority with Communications

3. Property Management – improve lifecycle planning, proactive approach, look for efficiencies in managing contracts/planning/capital projects – shared priority with Asset Management Group



COMMUNITY SERVICES ADMIN STAFF OPPORTUNITIES EXPLORATION

To Achieve Top 3 Priorities Staff Require:

- \$ - budget
- Time

Areas of Focus

- Current human resources are at capacity – need to find efficiencies, set priorities
- Facility Maintenance - focus more on current assets, behind on maintenance at existing facilities
- Update Active Transportation Plan as part of the Municipal Plan & Master Transportation Plan – walkability is a priority for residents
- Investigate software programs to support lifecycle planning
- Allocate resources to priority areas
- Review how are resources allocated within the organization. Why are we doing what we are doing? (i.e. transit, garbage, & cross walk guards)
- Explore centralized booking process for municipal facilities
- MAX (recreation booking software) talking to ACC PACC (accounting software)
- Facility tour with Council



2016 YEAR IN REVIEW

- Completion Trans Canada Trail - added 3kms new trail – 4 years - \$153,000 in grants
- Pickleball Courts - \$25,000 grant
- Meenan's Cove Boat Launch Refurbishment - \$112k grant
- Meenan's Cove Ball Field Lights and Building
- QMA Wall Stabilization
- qplex Concrete Replacement – main entrance
- Hosted the 2016 Telus Cup
- Opening of QR Tail (Pettingill to Selkirk)
- Youth First Guideline for Sports Fields
- Curbside Waste Removal and Recycling
- International Mud Day
- Yoga at the Lake
- Pokémon Go
- Rapid Flash Beacons
- Trail Groomer



LOOKING AHEAD

- Efficiencies in operations- systems audit & centralized booking
- Town Hall improvements
- Ballfield and parking area on the Hampton Road
- Active Transportation trail construction – Foxwood & Granite
- Finishing QR Trail from Pettingill to Old Coach
- Recreation Master Plan
- Canada Day to Arts and Culture Park
- Canada 150 Events
- Trans Canada Trail grand opening
- Trail grooming
- Epi-pen program



EPI-PEN PROGRAM



- Epi-pen cabinets in all public facilities
 - Town Hall/A&CP
 - QMA
 - qplex
 - Parks
 - Works
 - Beach House
 - Civic Centre
 - Hammond River
 - Gondola Point
- Start up cost \$5,327 (13 cabinets & injectors -adult & youth)
- Annual cost \$2,912 (injectors - adult & youth)



COMMUNITY SERVICES

Operating Budget 2017



COMMUNITY SERVICES 2017 OPERATING BUDGET

Budget	2017	2016	% Increase
Revenue	1,089,550	1,067,922	2.00%
Expenses	3,808,865	3,659,542	4.10%



PARKS & FACILITIES REVENUE

- Total Parks & Facilities Revenue

<u>2017</u>	<u>2016</u>
\$73,050	\$64,550
- Increase of 12%
- 2% increase in facility rental rates
- \$4,000 increase from Forest School (Tir-na-nog)



PARKS & FACILITIES EXPENSES

- Parks & Facilities Expenses

<u>2017</u>	<u>2016</u>
\$1,509,034	\$1,569,897
- Decrease of 3.9%
- Decrease due to completion of significant repair work
 - Memorial Ballfield backstop, Chelsea Park drainage, & Tennis Court repairs
- Playground budget neutral
- Other savings are a result of an analysis of trends and spending over the past three years.
- Town Hall improvements, replacement of chairs, wheelchair accessible washroom doors
- Installation of washrooms at Meenan's Cove Ballfield building
- Memorial Field & Centennial Field signs
- Vehicle lease (if replacement of #105 is not approved in capital)



ARENAS, POOLS, & SPECIAL EVENTS

- Walking track – 200 walkers per day
- Public skate weekday – 30
- Public skate weekend – 80
- Pool members – 248
- Swimming lesson registration – 622
- Total pool attendance – 35,673
- Movies in the park – 1,801
- Music in the park – 1,775
- Over 16,000 have attended Town events



ARENAS AND POOLS REVENUE

- | | | |
|--------------------------------|-------------|-------------|
| • Total Arenas & Pools Revenue | <u>2017</u> | <u>2016</u> |
| | \$963,875 | \$954,690 |
-
- Increase of 1.9%
 - 2% rate increase in the arenas



ARENAS AND POOLS EXPENSES

- | | | |
|-------------------------|-------------|-------------|
| Arenas & Pools Expenses | <u>2017</u> | <u>2016</u> |
| | \$1,960,393 | \$1,815,458 |
- Increase of 8%



QMA EXPENSES

- | | | |
|--------------|-------------|-------------|
| QMA Expenses | <u>2017</u> | <u>2016</u> |
| | \$350,240 | \$334,601 |
- Increase of 4.7% due to:
- Hydro
- Zamboni Maintenance & Repair (Purchase in 2004)
- Engineering Co-op Student - 20% of wages during winter months
 - technical support, trouble shooting, quotes, SOPs, labeling pipes, etc.



QPLEX EXPENSES

- | | | |
|------------------|-------------|-------------|
| • qplex Expenses | <u>2017</u> | <u>2016</u> |
| | \$1,610,153 | \$1,480,857 |
- Increase of 8.7% due to:
 - Industrial Upgrades (purchase of 2 new controllers)
 - Dasher Board Repairs
 - Pool – fiberglass stair treads
 - Property Insurance
 - Hydro
 - Building Care Taker position is now fulltime
 - Engineering Co-op Student (80%) qplex (20%) pool
 - Lifeguard wages – market rates



ADMINISTRATION BUDGET EXPENSES

- | | | |
|---------------------------|-------------|-------------|
| • Administration Expenses | <u>2017</u> | <u>2016</u> |
| | \$256,368 | \$190,562 |
- Recreation Master Plan \$50,000 – recommended 2015 Study
 - Facilities Systems Audit \$15,600 – town wide analysis of intrusion alarm and notification systems, fire alarms, sprinkler systems



COMMUNITY SERVICES

Capital Budget 2017



PARKS & FACILITIES CAPITAL BUDGET

QR Trail-Finish Surface, Signage, Site Furniture	\$25,000
Ballfield, Parking area	\$500,000
Replace Kioti Tractor	\$65,000
Active Transportation/Trail Construction	\$70,000
#105 2007 Dodge Ram 2500 Due 2014	\$60,000

Total:

\$720,000

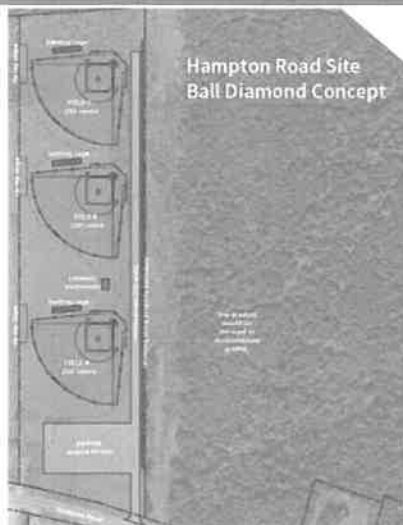


QR TRAIL

- \$25,000
- Pettingill Rd. to Old Coach Rd. (1.3kms)
- \$15,000 is for gravel - ¼ minus
- Work done in house
- 2 sets of garbage cans, benches, & stoop and scoop
- QR Trail 2.3kms total



BALLFIELD & PARKING AREA



Field Study Recommendations

Year 1 (2016)

- 1) Develop 'Youth First' Policy Statement ✓
- 2) Commission a Community Recreation Master Plan
- 3) Explore Joint Agreements for use of school fields
- 4) Initiate Regional Discussion (Fundy Service District) ✓
- 5) Address maintenance issues/renovations/restoration of existing fields (See individual fields recommendations in previous section for recommendations) ✓
- 6) Add lights at Meenan's Cove Field ✓
- 7) Re-assign time slots accordingly (youth first policy and lights added) ✓

Year 2 (2017)

- 1) Ball Field #1 (200' centre) Hampton Road Site
- 2) Site Access and Parking
- 3) Potential Restoration of School Fields
- 4) Ongoing regional discussions.

Year 3 (2018)

- 1) Park Building at Hampton Road Site (washrooms, canteen, storage)
- 2) Potential Restoration of School Fields

Year 4 (2019)

- 1) Ball field #2 (200' centre) Hampton Road Site
- 2) Potential Restoration of School Fields

Year 5 (2020)

- 1) Ball field #3 (200' centre) Hampton Road Site
Note- should an agreement be made between the municipality and the schools, cost estimates should be prepared for each field identifying potential renovations as priority projects.



BALLFIELD & PARKING AREA...

2016 FIELD SCHEDULE								
	WJ 6pm	WJ 8pm	WJ 10pm	MEM 6pm	CENT 6pm	MC 6pm	MC 8pm	MC 10pm
MON	KVGSB	GP SLO	GP SLO	KVMB	KVMB	KVGSB	KVGSB	
TUES	KVMB	Q SLO	Q SLO	KVMB	KVMB	KVMB	Q SLO	Q SLO
WED	GP SLO	KV ORTH	KV ORTH	KVMB	KVMB	KVGSB	KVMB	
THURS	KVMB	Q SLO	Q SLO	KVMB	KVGSB	KVGSB	Q SLO	Q SLO
FRI	SJ CHURCH	SJ CHURCH	SJ CHURCH	KVMB	KVGSB	KVMB	KVGSB	
SAT 10am	KVMB			KVMB	KVGSB	KVGSB		
12noon				KVMB	KVGSB	KVGSB		
2pm				KVMB	KVGSB	KVGSB		
4pm				KVMB	KVGSB	KVGSB		
6pm								
SUN 10am				KVMB	KVMB			
12noon				KVMB	KVMB			
2pm				KVMB	KVMB	KVGSB		
4pm	KVGSB			KVMB	KVGSB	KVGSB		
6pm	KV ORTH	KV ORTH	KV ORTH	KVMB	KVGSB	KVGSB		

• \$500,000

KVMB time slots	25
KVGSB time slots	23
SJ Church time slots	3
GP Slow Pitch time slots	3
Quispamsis Slow Pitch time slots	8
KV Orthodox	5

Walter Jewett times slots available	7
Meenan's Cove time slots available	8
Memorial time slots available	0
Centennial time slots available	0



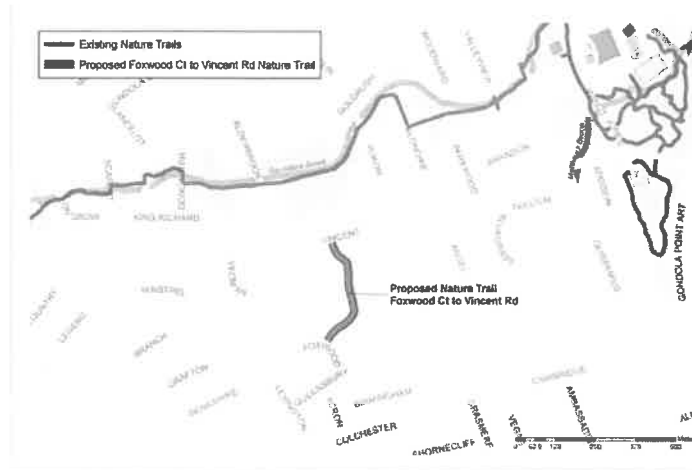
UPGRADE OF KIOTI

- \$65,000
- Purchase in 2009
- If purchased current Kioti will go to auction
- Multi-purpose vehicle
 - ballfields, trails & playgrounds
- Upgrading tractor to heavier model
- Existing tractor:
 - 28 horse power
 - Hydraulic pump has a capacity of 12.5 GPM
 - Lift capacity of front bucket 990lbs



ACTIVE TRANSPORTATION / TRAIL CONSTRUCTION

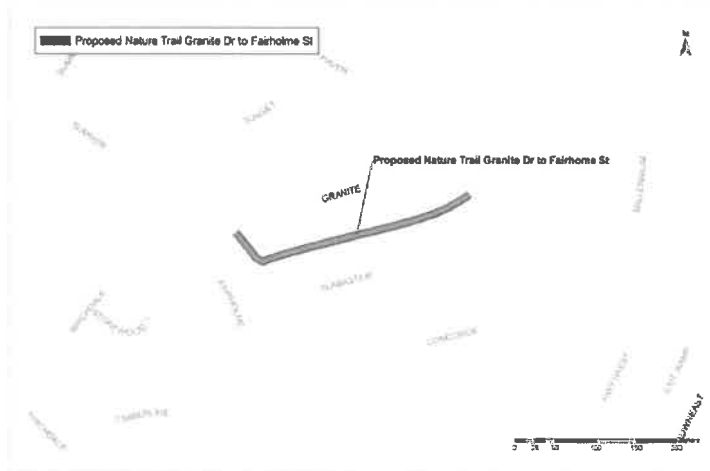
- \$70,000
- \$4,000 (signage)
- 2 Active Transportation links
- Foxwood Ct. to Vincent Rd.



ACTIVE TRANSPORTATION / TRAIL CONSTRUCTION



- Granite Dr. to Fairhome St.
- Increase in pedestrian traffic due to commercial development
- Partner with Engineering to address drainage concerns along LPP at the back of the homes



REPLACEMENT OF DODGE RAM TRUCK #105

- \$60,000 budgeted
- Parks Department's only plow truck
- 2 years past recommended replacement date
- \$6,000 spent on maintenance in 2016
- Out of service for repair 29 days



ARENAS & POOL CAPITAL BUDGET 2017

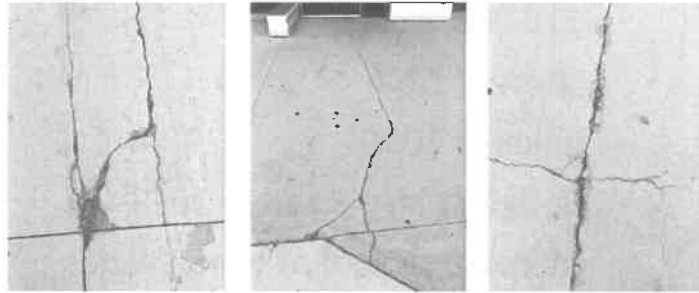
qplex - Players entrance snow melt and concrete repair 14,000 sq ft	\$34,000
qplex - West Parking Lot repairs and paving - upper	\$54,000
QMA - Roof purlins painting (Mechanical and water blast prep	\$37,000
QMA & qplex - Roof inspection and repairs	\$10,000
qplex - South parking lot repairs and paving - overflow	\$161,000
qplex - Zamboni battery replacement	\$12,500
qplex - 120 sheets of 4' x 8' x 1" Sylvan arena cover light weight	\$40,000
Other Option	
qplex - 120 sheets of 4' x 8' x 1" Homasote ice deck (minimum order for delivery)	\$25,500

Sub Total: \$348,500



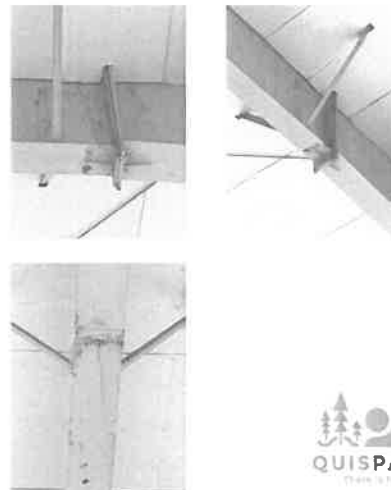
QPLEX PLAYER'S ENTRANCE CONCRETE REPLACEMENT

- \$34,000
- Player's Entrance Concrete Repair
- 14,000 sq ft
- Recommended in the capital budget each year since 2014



QMA ROOF PURLINS PAINTING

- \$37,000
- Purlins have never been painted
- Rusting
- Condensation and discolouration
- Sand or water blast purlins and repaint with rust resistant paint.

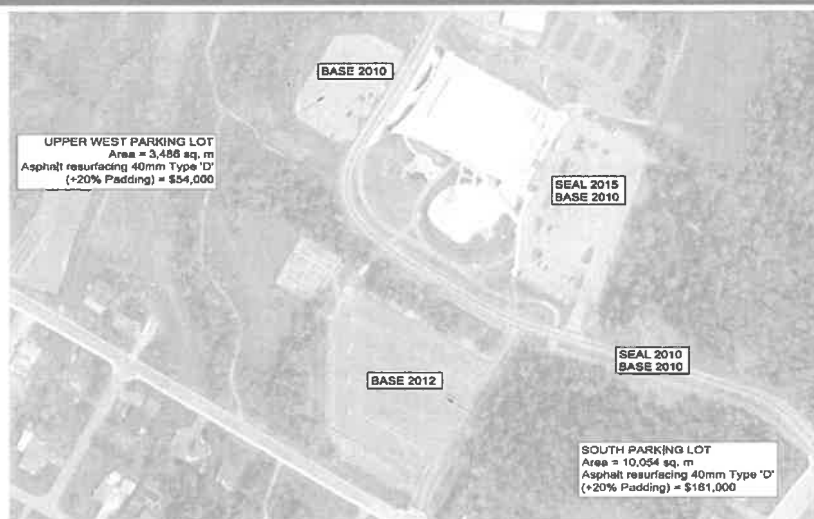


QMA & QPLEX ROOF INSPECTION AND REPAIR

- \$10,000
- QMA in 2006
- qplex in 2010
- Both last inspected in 2013
- Membrane roof at both arenas
- Looking for tears and deteriorations at the seams
- Will also cover minor repairs if needed



QPLEX - SOUTH AND WEST PARKING LOT REPAIRS AND PAVING



QPLEX WEST & SOUTH PARKING LOTS

- West and South base asphalt only.
- The life expectancy of asphalt is 12 to 15 years. Without the structural strength of both seal and base the life is shortened due to loads.
- The life of base asphalt is 5 to 7 years. If you do not install the seal coat 1-3 years after the base is in place, failure will occur and the cost of the project will double.
- The South lot is already showing some distressed areas that have to be addressed prior to the seal coat placement in 2017.
- Replacing base once it reaches total failure would nearly double the costs to \$272,000. This would include removing existing padding, milling and replacing it with an additional 50 mm of base asphalt.



QPLEX WEST & SOUTH PARKING LOTS



QPLEX ZAMBONI BATTERY REPLACEMENT

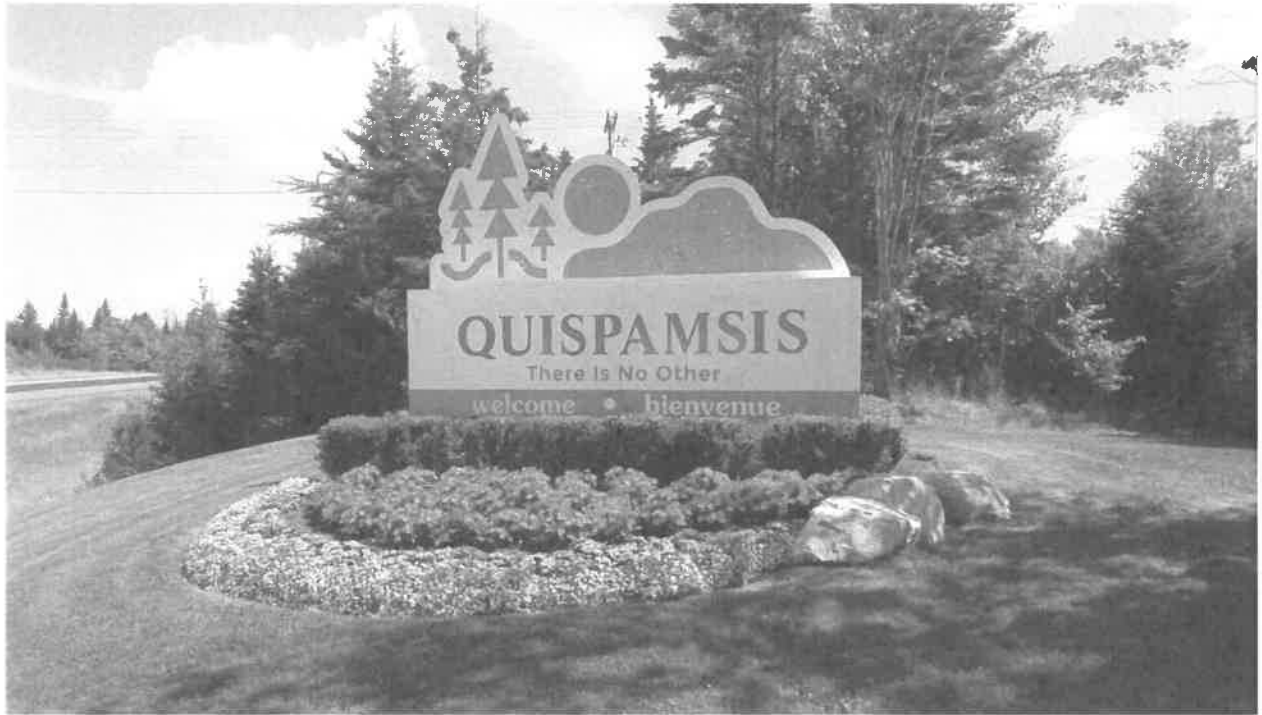
- \$12,500
- Purchased in 2009 – exceeded life expectancy of 5 years
- 9 cells have been replaced in the past 2 years (cost \$5000)

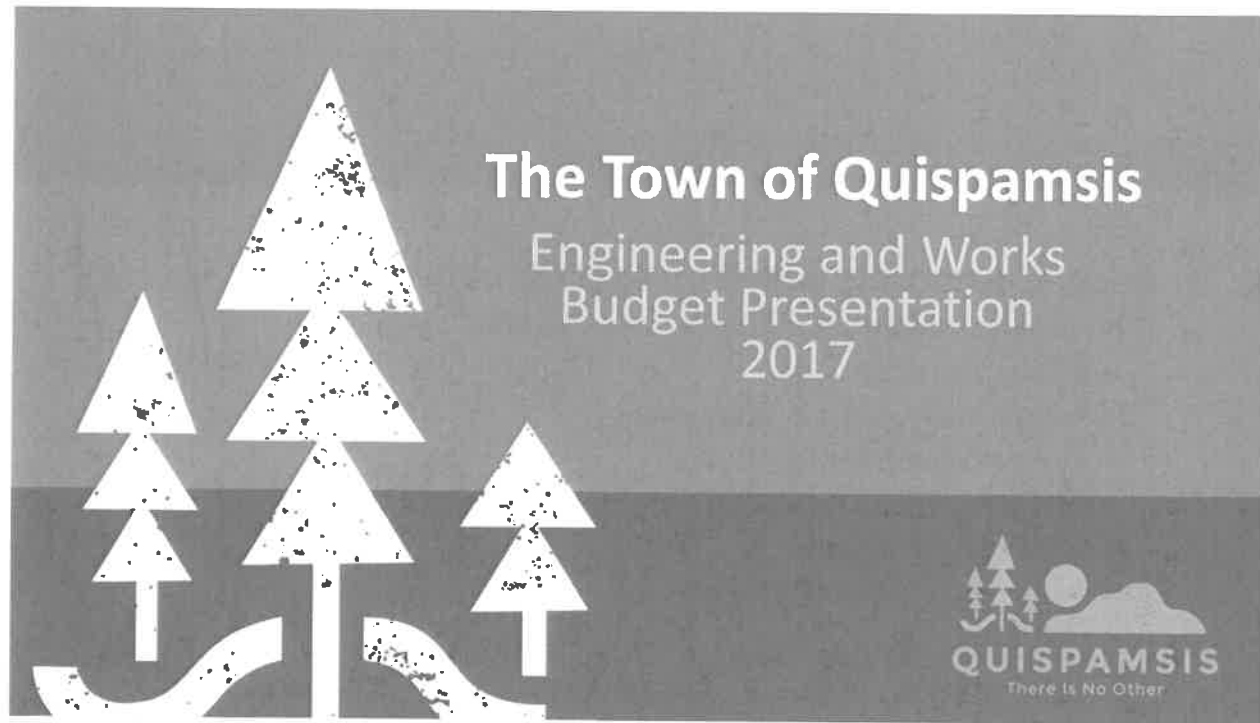


QPLEX ICE DECK

- 120 Sheets of 4'x8x1" Homasote ice deck
- \$25,500
- OR
- 120 Sheets of 4'x8'x1" Sylvan Arena Cover Light Weight
- \$40,000
- Total number of sheets needed to cover floor - 500







BUDGET 2017 – DEPARTMENTS

Director of Engineering and Works has broad scope of responsibilities:

- Environmental Development Services
- Building Inspection
- Bylaw Enforcement
 - Animal Control
- Engineering
- Works Department
- Utility Department
- Capital Program
 - 2017 Transportation Capital (Streets, Storm, Equipment)
 - 2017 Utility Capital (Water, Sewerage)



BUDGET 2017 - RATIONALE

Budget proposals based on specific constraints

- Level of Service set by Mayor and Council
- Safety concerns
- Proper investment in Equipment
- Asset Management protocol
- Objective infrastructure assessment (e.g. Pavement rating)
- Seasonal conditions
- Skillset and capacity of staff



BUDGET 2017 – OVERVIEW

Transportation	\$4,232,766
Environmental Health	\$278,376
Protective Services	
Building Inspection	\$191,834
Animal Control	\$75,224
Total Budget	\$4,778,200



This represents 19.95% of total municipal expenses

Incrementally, this year represents an increase of \$143,482 (or 3.09%)over last year.
It should be noted that it is a decrease in overall percentage share by 0.39%



BUDGET 2017 – ENVIRONMENTAL SERVICES

ENVIRONMENTAL	2017 Budget	2016 Budget	% Change	2016 YTD Actual (Sep)	2015 Actual
Environmental Health Total	950,500	1,124,000	-15.4%	348,978	193,175
Copying & Printing E.D.S.	1,569	1,992	-0.7%	1,468	2,168
Office Supplies E.D.S.	3,436	3,452	-0.5%	2,554	3,985
Postage E.D.S.	1,400	1,642	-14.9%	865	1,253
Telephone E.D.S.	2,391	2,501	-4.4%	1,729	2,848
Non-discretionary	9,186	9,577	-3.9%	6,634	10,030
Salaries E.D.S.	22,854	215,988	1.1%	181,765	210,244
Equip. Off. M & R E.D.S.	17,714	10,632	18.9%	10,548	8,847
Vehicle Expenses E.D.S.	5,998	3,482	-12.2%	1,076	3,804
Vehicle Expenses E.D.S.	3,030	3,482	-12.2%	2,069	3,804
Planning Advisory Committee	3,950	3,950	0.0%	1,461	2,450
Filing Fees & Other Misc Exp E.D.S.	3,500	2,700	29.9%	2,072	4,195
Travel Allowance E.D.S.	3,880	3,380	-100.0%	113	252
Training E.D.S.	3,880	2,950	19.7%	3,212	2,552
Advertising E.D.S.	3,880	3,000	69.7%	4,200	15,121
Other	18,880	10,830	23.8%	11,180	24,680
Municipal Plan Process	15,000	12,500	-14.3%	10,155	13,811
Regional Services Commission	6,058	7,102	-14.7%	5,321	10,133
Enterprise Saint John	112,133	112,133	0.0%	64,100	112,000
Regional Library	135,861	132,748	1.7%	100,720	114,089
Regional Facilities Commission	530,189	517,022	2.6%	387,767	449,219
Environmental Development Total	1,061,817	1,033,970	2.7%	788,545	958,558
Grand Total Environmental H & D	2,012,317	2,157,970	-6.7%	1,539,238	1,149,731
	950,500	1,124,000		752,681	193,175
	1061817	1033970		788545	958558

Municipal Planning Officer
GIS staff
Municipal Plan and Bylaw Revision Process
Planning Advisory Committee

Increased cost of Licenses
PAC paperless process - e-cribe

Additional Computer training
Attendance at local Mun Plan conference

Additional costs associated with Municipal Plan process
Bylaw revision – Zoning, Subdivision
Advertising, public hearings etc



BUDGET 2017 - PAC

Type of Variance	Count
Commercial	4
Developer's Agreement	3
Home Occupation	7
Property (structure size or setbacks)	34
Sign	4
Subdivision	17
Zoning	8
Grand Total	77



Last year there were 66 applications



BUDGET 2017 – ENVIRONMENTAL SERVICES

Proposed fee changes with adoption of new Municipal Plan, Zoning Bylaws and Subdivision Bylaws

Municipal Service	Current Fee	Revised Fee
Zoning By-law Amendment	\$1000.00	\$1500.00
Municipal Plan By-law Amendment	\$1250.00	\$2000.00
Zoning Confirmation Letter	\$25.00	\$50.00
Land Use Confirmation Letter (confirming use of land, buildings and structures thereon, utility services accounts, outstanding work orders, etc.)	\$100.00	\$200.00
Temporary Use Variance	\$1000.00	Unchanged
Zoning By-law Variance (Planning Advisory Committee or Development Officer)	\$50.00	\$200.00
Document Examination for Registration	\$100.00	Unchanged
Section 39 Development Agreement Amendment	\$750.00	\$1000.00

Municipal Service	Fee
Subdivision Plan and Development Review Fee Level 1 Subdivision – No streets or Infrastructure	\$150.00
Subdivision Plan and Development Review Fee Level 2 Subdivision – Streets and/or Infrastructure	\$300.00
<ul style="list-style-type: none"> • Reduce the amount of repetitive reviews from expired tentative approvals • Involves more departments and document generation • Notification to external agencies • Final Certificate of Acceptance – Resolution of Council 	



BUDGET 2017 – ENVIRONMENTAL SERVICES

Geographic Information System (GIS)

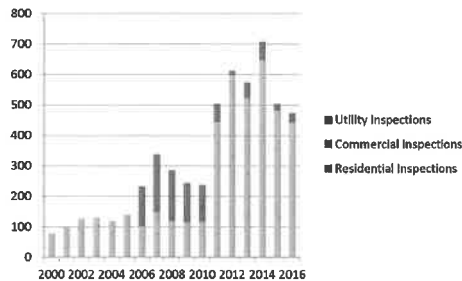
Gathering of digital data and general information and linking that information to maps and locations in our community
Our GIS lets us visualize, question, analyze, and interpret data to understand relationships, patterns, and trends



BUDGET 2017 – BUILDING INSPECTION

- Reviews plans, issues permits, and performs inspections
- Ensures all buildings are constructed in accordance with all relevant codes, standards, and bylaws
- Building Permit is required when building, renovating, locating, relocating, maintaining, demolishing, altering or replacing of any building or structure.

Completed Inspections



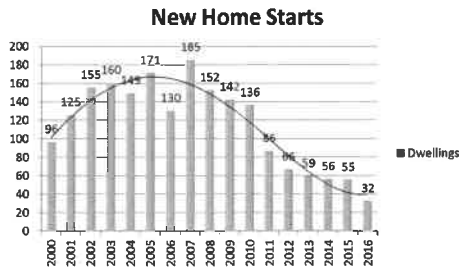
BUDGET 2017 – BUILDING INSPECTION

PROTECTIVESERVICES	2017 Budget	2016 Budget	% Change	2016 YTD Actual (Sep)	2015 Actual	2014 Actual
Kennebecasis Regional Police	3,324,192	3,266,573	1.8%	2,465,861	3,188,197	
KV Fire Dept. OPERATING	2,740,688	2,742,559	1.0%	2,060,768	2,833,815	
KV Fire Station #2 Operating Costs	-	-	0.0%(855)	-	-	-
Water Transfer Costs	64,529	45,391	35.6%	45,391	42,375	
K.V. E.M.O.	19,330	20,086	-3.8%	11,035	17,294	
Telephone 911 - Dispatch Centre	209,225	200,250	4.5%	150,192	185,658	
Electronic Records Mgmt BLDG. INSP	7,380	6,000	23.0%	6,426	7,189	
Copying & Printing BLDG. INSP.	934	991	-6.7%	840	1,740	
Office Supplies BLDG. INSP.	875	879	-0.5%	840	735	
Postage BLDG. INSP.	701	821	-14.3%	443	654	
Telephone BLDG. INSP.	3,038	4,425	-31.4%	3,050	5,292	
Non-Discretionary	12,976	13,116	-1.1%	12,651	15,620	
Salaries BLDG. INSP.	184,820	154,926	6.5%	117,662	150,594	
Equip. Off. M & R BLDG. INSP	-	-	0.0%	-	-	-
Vehicle Fuel BLDG. INSP.	1,950	2,200	-11.4%	1,407	2,280	
Vehicle M & R BLDG. INSP.	1,000	1,000	0.0%	908	3,708	
Vehicle Insurance BLDG. INSP.	1,138	961	23.5%	690	824	
Vehicle Costs	4,138	4,161	-0.6%	3,205	5,892	
Training & Seminars BLDG. INSP.	5,700	5,700	0.0%	3,830	4,250	
Inspection Equipment BLDG INSP	500	800	-37.5%	58	408	
Travel Allowance BLDG. INSP.	-	385	-100.0%	-	-	
By-Law Enforcement Costs	4,000	4,000	0.0%	1,768	3,330	
Advertising BLDG. INSP	-	450	-100.0%	-	-	
Other	10,200	11,335	-10.0%	5,656	7,985	
Total Building Inspection	181,834	183,148	-6.7%	139,474	181,091	

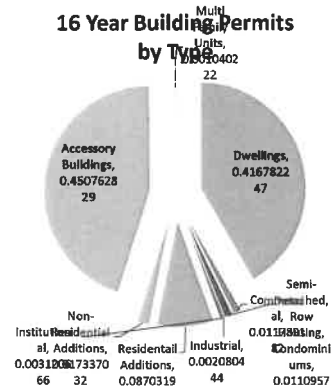
Building Inspector position now has been filled



BUDGET 2017 – BUILDING INSPECTION



Single family housing starts down slightly
Provide the bulk of assessment increase to the community



BUDGET 2017 – BUILDING INSPECTION

Town of Quispamsis Building Inspection Services - 2016

11 Landing Court, PO Box 11886 Quispamsis, NB E3E 4Z4 Telephone: 506.849.5741 Fax: 506.849.5799
As of 2011, all permits include structural surveys for new construction and repairs under the shingles. 2011 5707 covers new shingles.

Month	Permits Issued	New Single Family Dwelling	New Two Family Dwelling	Multi-Residential Building	New Commercial or Industrial Building	New Government & Institutional	Additions, Renovations & Demolitions	Accessory Structures (Gazebos, Sheds, Pool, Deck, Fence, Sign, etc.)	Construction Value of all permits	Building Permit Fees	
January	9						4	1	\$111,038	\$640	
February	7						2	5	\$40,900	\$194	
March	4	4					1	3	\$87,700	\$4,004	
April	28	4					4	20	\$1,186,017	\$5,983	
May	59	3			1		7	48	\$862,832	\$7,438	
June	45	4	1		3		6	29	\$2,664,918	\$11,417	
July	80	8	1		3		2	1	\$4,238,968	\$23,439	
August	45	3			1		6	1	\$1,552,768	\$14,031	
September	25	2	1		1		5	1	\$1,476,745	\$8,251	
October	23	4			1		2	1	\$1,402,113	\$5,117	
November											
December											
Totals To Date 2016	387	32	3	0	0	10	39	5	\$15,720,446	\$81,164	
Totals To Date 2015	322	55	2	0	0	2	1	44	7	\$17,117,499	\$68,934
Totals To Date 2014	239	47	0	0	0	3	2	36	4	\$71,169,878	\$122,434
Totals To Date 2013	270	48	2	0	0	13	2	28	3	\$28,822,732	\$177,471
Totals To Date 2012	281	57	5	0	0	2	3	39	1	\$17,814,875	\$110,771
Totals To Date 2011	250	66	5	1	3	2	0	53	0	\$14,227,148	\$97,775



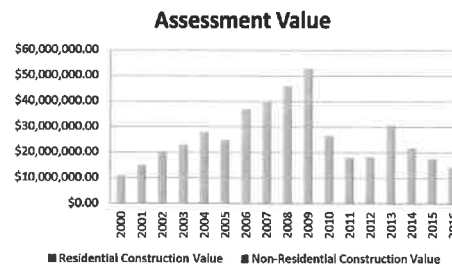
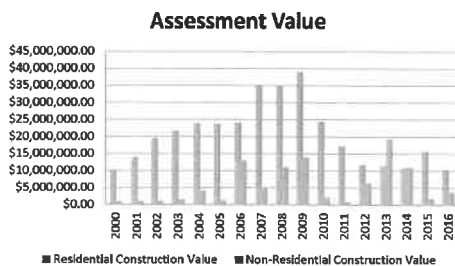
BUDGET 2017 – BUILDING INSPECTION



As revenue generation item permit fees slightly over \$80,000 in 2016 - will likely match 2015 total
Residential starts down however commercial starts up to offset



BUDGET 2017 – BUILDING INSPECTION



Increase to tax base in 2016 down slightly from 2015 - approx \$15.2 million

Not likely to match 2015 by year end

Projected for 2017 similar trend



BUDGET 2017 – BYLAW ENFORCEMENT



- Initial inspection after complaint
- Assess if complaint meet threshold
- Initial contact for compliance
- Follow up inspection
- Formal contact for compliance
- Formal approach to council for legal



BUDGET 2017 – ANIMAL CONTROL

[illegible]

Contract Services ANIMAL CONTROL	52,724	52,154	1.1%	40,171	52,291
Misc. Other ANIMAL CONTROL	23,255	23,555	0.2%	7,584	23,295
Misc. Other ANIMAL CONTROL	22,500	22,500	0.0%	7,584	22,280
Total Animal Control	75,224	74,654	0.8%	47,755	77,571



QUISPAMSIS
There's No Other

BUDGET 2017 - ENGINEERING

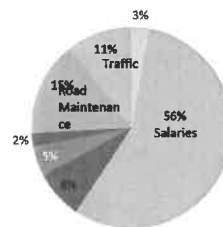
TRANSPORTATION AND WORKS	2017 Budget	2016 Budget	% Change	2016 YTD Actual (Sep)	2015 Actual
Non-Discretionary WORKS OFFICE	5,008	5,978	-16.2%	4,351	5,825
Maintenance WORKS OFFICE	46,575	49,806	-6.5%	29,271	41,958
Electricity WORKS OFFICE	9,432	9,157	3.0%	6,478	8,885
Total Works Office	61,015	64,941	-6.0%	40,100	56,668
Non-Discretionary ENGINEERING	15,876	17,606	-9.8%	12,562	18,542
Salaries ENGINEERING	376,492	359,187	4.8%	279,304	355,331
Equip. Off. M & R ENGINEERING	23,916	21,278	12.4%	20,499	20,716
Vehicle Expenses ENGINEERING	18,071	24,013	-24.7%	14,610	22,690
Other ENGINEERING	19,950	28,150	-29.1%	18,237	13,757
Total Engineering	454,305	450,234	0.9%	345,212	431,036



BUDGET 2017 TRANSPORTATION AND WORKS

TRANSPORTATION AND WORKS	2017 Budget	2016 Budget	% Change	2016 YTD Actual (Sep)	2015 Actual
Total Works Office	61,015	64,941	-6.0%	40,100	56,668
Total Engineering	454,305	450,234	0.9%	345,212	431,036
Non-Discretionary SUMMER	26,724	25,874	3.3%	20,447	24,211
Salaries SUMMER	841,902	821,985	2.4%	716,310	837,593
Maintenance SUMMER	103,730	92,290	12.6%	82,132	108,684
Electricity SUMMER	9,417	8,912	5.7%	7,249	8,142
Other SUMMER	40,205	33,892	18.9%	45,605	31,349
Road Maintenance SUMMER	98,855	98,855	0.0%	71,889	102,239
Vehicle Costs SUMMER	81,192	79,821	1.7%	49,953	64,950
Total SUMMER	1,082,713	1,038,288	4.3%	1,038,638	1,111,849
Non-Discretionary WINTER	33,754	29,425	14.7%	24,362	34,611
Salaries WINTER	1,009,881	1,008,478	0.1%	811,591	1,010,251
Maintenance WINTER	182,480	127,450	43.2%	93,645	193,817
Electricity WINTER	23,735	23,230	2.1%	14,110	22,889
Other WINTER	10,000	8,000	25.0%	13,531	8,643
Outside Contracts WINTER	-	1,200	-100.0%	-	789
Traffic Maintenance WINTER	-	150	-100.0%	-	121
Supplies WINTER	12,800	10,800	18.6%	10,695	14,048
Equipment Rentals WINTER	4,500	4,500	0.0%	156	18,334
Advertising WINTER	-	-	0.0%	-	-
Other WINTER	27,100	22,800	18.9%	24,400	37,899
Road Maintenance WINTER	648,500	542,500	19.3%	439,363	736,579
Vehicle Costs WINTER	111,500	128,321	-12.3%	83,633	189,817
Total WINTER	1,887,710	1,886,722	0.0%	1,335,284	2,217,690
Delivery Contracts	88,000	88,000	0.0%	90,803	128,177
Street Lighting	138,000	134,400	2.7%	104,258	136,789
Street Signs	10,300	10,300	0.0%	10,172	4,687
Traffic Law Enforcement	30,000	28,500	5.3%	33,900	25,741
Traffic Signals	11,200	11,200	0.0%	4,282	15,454
Pavement Grouting M & R	10,100	10,100	0.0%	8,684	9,706
Pave Road Study	-	-	0.0%	-	14,518
CONTRACT	155,420	155,728	-0.2%	100,550	171,222
Total Traffic	447,820	436,728	2.5%	388,672	507,971
Total Transportation and Works	4,293,728	4,111,842	4.4%	3,124,918	4,395,617

Transportation



- Non-Discretionary
- Salaries
- Maintenance
- Vehicle
- Other
- Road Maintenance
- Traffic

Works Dept costs are \$3,623,038
(once COMEX and Engineering removed)



BUDGET 2017 TRANSPORTATION AND WORKS

Public Works Staffing level to remain the same as last 2 years

Non- Union:

Works Supt (1) , Operational Supervisor (3), shared admin (w utility)support (1)

Unionized Staff

Permanent Works staff (23) plus 1 seasonal works staff winter (1)

Payroll changes in accordance with collective agreement

Operational requirements may require internal postings



BUDGET 2017 – TRANSPORTATION AND WORKS

Summer Operations

- Driveway culverts
- Local drainage – ditches, culverts, storm sewer
- Asphalt – potholes
- Signage
- Sidewalks
- Street sweeping
- Infrastructure
- Fleet Maintenance



BUDGET 2017 – TRANSPORTATION AND WORKS

TRANSPORTATION AND WORKS	2017 Budget	2016 Budget	% Change	2016 YTD Actual (Sep)	2015 Actual
Total Works Office	51,015	54,941	-9.0%	49,100	50,000
Total Engineering	454,265	450,234	0.9%	345,212	425,000
Non-Discretionary SUMMER	28,754	25,875	6.2%	29,447	34,218
Salaries SUMMER	941,800	951,503	-2.2%	756,310	837,303
Equipment M & R SUMMER	55,500	15,000	74.0%	43,426	51,467
Building M & R SUMMER	4,250	4,250	0.0%	4,203	3,832
Infrastructure M & R SUMMER	40,000	40,000	0.0%	34,503	43,355
Maintenance SUMMER	103,750	62,250	12.8%	57,132	108,654
Advertising SUMMER	0.417	6.500	99.7%	2,250	1,100
Training & Services SUMMER	8,700	8,200	0.0%	5,543	7,114
Outside Services SUMMER	17,000	15,000	75.3%	23,047	10,210
Travel Allowance SUMMER	-	150	-100.0%	7	-
Supplier SUMMER	11,000	8,000	37.5%	14,861	14,010
Equipment Rental SUMMER	4,000	4,000	0.0%	2,112	-
Advertising SUMMER	-	-	100%	-	-
Other SUMMER	40,200	33,550	18.8%	40,800	31,343
Asphalt & Cold Mix SUMMER	78,000	78,000	0.0%	45,360	72,354
Sand & Gravel SUMMER	21,000	21,000	0.0%	30,507	34,577
Road Maintenance SUMMER	99,800	99,800	0.0%	78,800	107,331
Vehicle Fleet SUMMER	45,500	50,500	-9.9%	30,111	40,713
Vehicle M & R SUMMER	18,000	20,000	-10.0%	10,472	16,811
Vehicle Insurance SUMMER	17,902	8,321	112.6%	8,270	8,004
Vehicle Costs SUMMER	81,182	78,821	3.0%	48,853	54,528
Total SUMMER	1,382,712	1,280,269	3.4%	1,038,538	1,181,548
Total WINTER	1,987,710	1,899,732	3.6%	1,325,204	1,217,983
Total Traffic	447,922	438,778	2.3%	388,672	597,971
Total Transportation and Works	4,232,700	4,111,042	2.0%	3,124,516	4,395,487

In accordance with the collective agreement
Internal postings

Under budgeted in 2016
Proposed to bring closer to actual trend

Specialized contracts e.g. street sweeping , tree removal

Under budgeted in 2016
Proposed to bring closer to actual trend



BUDGET 2017 TRANSPORTATION AND WORKS

Winter Operations

- Snow fighting
 - Town Crews
 - Contracted routes
- Anti-icing
- Snow removal
- Frozen drainage systems
- Potholes



BUDGET 2017 TRANSPORTATION AND WORKS

Winter operations

- 12 plow routes with average circulation time 4 to 6 hrs
- 8 routes with town crews
- 4 routes contracted out
- Route optimization exercise underway
- Will determine 2 issues
 - Can number of route be reduced
 - Can average circulation time be reduced



BUDGET 2017 – TRANSPORTATION AND WORKS

TRANSPORTATION AND WORKS	2017	Budget	2016	Budget	% Change	2016 YTD Actual (Sep)	2015	Actual
Total Works Office	61,815	64,348	-	-	-5.0%	40,100	58,000	-
Total Engineering	454,305	450,234	-	-	0.9%	345,212	431,628	-
Total SUMMER	1,101,715	1,050,288	-	-	3.4%	1,033,638	1,118,540	-
Shop & Equipment M & R WINTER	33,754	29,428	-	-	14.7%	24,362	34,011	-
Gravel WINTER	1,096,061	1,020,860	-	-	4.2%	875,561	1,042,351	-
Equipment M & R WINTER	118,000	95,000	-	-	28.4%	82,630	141,767	-
Building M & R WINTER	38,100	30,500	-	-	25.0%	7,643	30,711	-
Infrastructure M & R WINTER	5,950	5,950	-	-	0.0%	3,272	12,772	-
Maintenance WINTER	152,450	127,450	-	-	19.6%	85,045	193,807	-
Training & Services WINTER	10,000	8,000	-	-	25.0%	13,531	5,643	-
Outside Contracts WINTER	-	1,200	-	-	-100.0%	-	-	-
Town & General WINTER	12,900	10,000	-	-	29.0%	10,995	14,040	-
Equipment Rental WINTER	4,500	4,500	-	-	0.0%	108	18,334	-
Advertising WINTER	-	-	-	-	-	-	-	-
Other WINTER	27,100	22,800	-	-	18.9%	24,490	37,809	-
Asphalt & Concrete WINTER	18,100	4,100	-	-	148.3%	10,949	20,238	-
Sand & Gravel WINTER	18,100	18,100	-	-	0.0%	7,572	28,659	-
Salt WINTER	210,000	210,000	-	-	0.0%	188,828	264,187	-
Road Maintenance WINTER	548,309	542,309	-	-	1.1%	455,343	738,579	-
Vehicle Fuel WINTER	82,500	100,000	-	-	-7.5%	44,206	112,203	-
Vehicle M & R WINTER	20,000	20,000	-	-	0.0%	12,725	25,652	-
Vehicle Insurance WINTER	-	8,321	-	-	-100.0%	6,702	7,892	-
Vehicle Costs WINTER	112,500	128,321	-	-	-12.3%	63,633	150,807	-
Total WINTER	1,867,710	1,886,732	-	-	3.2%	1,341,284	2,177,843	-
Total Traffic	447,023	456,778	-	-	2.3%	361,672	507,971	-
Total Transportation and Works	4,235,785	4,111,842	-	-	2.9%	3,124,918	4,395,487	-
	4,232,785	4,111,842	-	-		3,124,918	4,395,487	-

In accordance with the collective agreement
Internal postings
Higher in winter reflecting overtime increase

Under budgeted in 2016
Proposed to bring closer to actual trend

New equipment will require specialized training

Under budgeted in 2016
Proposed to bring closer to actual trend

New "hot box" and infrared asphalt heater
will extend pothole season



BUDGET 2017 TRANSPORTATION AND WORKS

Misc transportation operational items

TRANSPORTATION AND WORKS	2017 Budget	2016 Budget	% Change	2016 YTD Actual (Sep)	2015 Actual
Total Works Office	61,015	64,941	-6.0%	40,100	56,668
Total Engineering	454,305	450,234	0.9%	345,212	431,036
Total SUMMER	1,302,713	1,260,269	3.4%	1,038,638	1,181,849
Total WINTER	1,967,710	1,899,722	3.6%	1,335,294	2,217,963
Driveway Culverts	86,000	86,000	0.0%	90,603	129,177
Street Lighting	138,000	134,400	2.7%	104,258	136,793
Street Signs	18,300	10,800	50.9%	19,172	4,957
Traffic Lanemarking	30,000	28,500	5.3%	33,806	25,744
Traffic Signals	11,200	11,200	0.0%	4,282	15,454
Railroad Crossing M & R	10,100	10,100	0.0%	6,986	9,708
Plow Route Study	-	-	0.0%	-	14,916
COMEX	155,423	155,776	-0.2%	106,565	171,225
Total Traffic	447,023	436,776	2.3%	365,672	507,971
Total Transportation and Works	4,232,766	4,111,942	2.9%	3,124,916	4,395,487
	4,232,766	4,111,942		3,124,916	4,395,487

Increased installation of streetlights
Monthly charges

Sign and sign post replacement program
Material costs increase



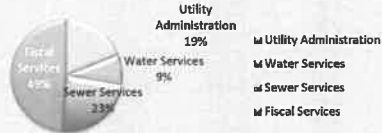
BUDGET 2017 UTILITY DEPT

Water and Sewerage



BUDGET 2017 UTILITY

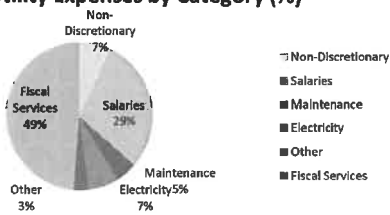
Utility Expenses By Cost Centre (%)



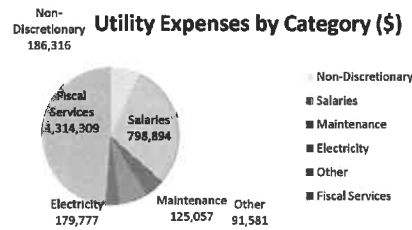
Utility Expenses By Cost Centre (\$)



Utility Expenses by Category (%)



Utility Expenses by Category (\$)



BUDGET 2017 UTILITY

Water Services	2017 Budget	2016 Budget	\$ change	% change	2016 Sept YTD	2016 Actual
Grounds M&R WELLFIELDS	800	800	0	0.0%	12,155	1,024
Maintenance	800	800	0	0.0%	12,155	1,024
Security & Monitoring WELLFIELDS	2,500	1,900	1,000	89.7%	6,279	3,012
Wellfield Protection WELLFIELDS	0	0	0	#DIV/0!	0	0
Other	2,500	1,600	1,000	66.7%	6,279	3,012
Total Wellfields	3,300	2,500	1,000	43.5%	18,434	4,036
Electricity	13,319	11,111	-16	-0.1%	2,891	790
Maintenance	5,850	5,850	0	0.0%	1,220	6,400
Non-Discretionary	48,833	48,222	-609	-1.2%	1,000	25
Other	300	300	0	0.0%	0	0
Total Water Treatment	68,101	68,708	-605	-0.8%	52,189	64,225
Maintenance	5,800	5,800	0	0.0%	0	0
Non-Discretionary	1,550	1,050	0	0.0%	1,100	840
Other	250	250	0	0.0%	0	0
Total Water Pump	7,700	7,700	0	0.0%	1,378	6,133
Electricity	1,500	1,500	-800	-16.0%	2,514	3,940
Infrastructure M & R WATER SYSTEM	3,600	1,750	1,750	100.0%	3,413	105
Reservoir WATER SYS	1,550	1,550	0	0.0%	2,197	3,143
Hydraulic WATER SYS	2,000	2,000	0	0.0%	1,335	2,734
Meters WATER SYS	6,000	6,000	0	0.0%	6,300	3,600
Maintenance	13,108	11,400	1,750	15.4%	1,000	3,520
Non-Discretionary	4,875	4,800	175	3.6%	1,000	1,000
Other	200	200	0	0.0%	0	1,504
Salaries	134,822	131,583	3,245	2.8%	80,000	133,100
Total Water Sys term	157,881	153,521	4,340	2.8%	108,179	134,209
GRAND TOTAL WATER	236,962	232,227	4,735	2.0%	180,180	208,803

Utility staff identified maintenance items
Addition to normal program
Valve movement, corrosion control etc



BUDGET 2017 UTILITY

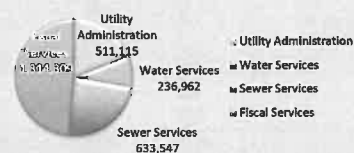
Sewer Services	2017 Budget	2016 Budget	\$ change	% change	2016 Sept YTD	2015 Actual
Maintenance	24,447	24,305	142	0.6%	20,123	23,820
Non-Discretionary	10,990	9,400	1,590	16.9%	11,441	11,038
Other	9,000	9,000	0	0.0%	4,663	8,532
Salaries	103,255	100,142	3,113	3.1%	72,178	94,665
Total Sewer Infrastructure	147,692	142,847	4,845	3.4%	108,393	138,073
Electricity	119,377	120,483	-1,106	-0.9%	81,165	117,581
Maintenance	20,250	20,250	0	0.0%	26,365	53,095
Non-Discretionary	26,507	27,945	-1,438	-5.1%	25,098	32,130
Other	10,750	10,750	0	0.0%	6,862	3,994
Salaries	103,255	100,142	3,113	3.1%	72,178	94,384
Total Sewer Lift Stations	280,138	279,570	568	0.2%	211,666	301,185
Electricity	42,374	44,837	-2,463	-5.5%	28,839	41,674
Maintenance	21,550	21,550	0	0.0%	15,843	14,237
Non-Discretionary	36,243	38,180	-1,937	-5.0%	32,447	42,591
Other	3,250	3,250	0	0.0%	1,888	3,617
Salaries	102,300	99,191	3,109	3.1%	70,842	90,740
Total Sewer Treatment	205,717	206,988	-1,271	-0.6%	149,839	192,859
GRAND TOTAL SEWER	633,547	629,405	4,142	0.7%	469,898	632,117



BUDGET 2017 UTILITY

Utility Administration	2017 Budget	2016 Budget	\$ change	% change	2016 Sept YTD	2015 Actual
Maintenance	33,210	30,069	3,141	10.4%		
Non-Discretionary	57,319	61,156	-3,837	-6.3%		
Training & Seminars UTILITY	11,850	11,500	350	3.0%		
Legal Fees UTILITY	2,000	2,000	0	0.0%		
Computer Services UTILITY	1,000	1,000	0	0.0%		
Travel Allowance UTILITY	0	350	-350	-100.0%		
Geographic Info Systems UTILITY	2,000	2,000	0	0.0%		
CAD Line UTILITY	600	600	0	0.0%		
Advertising UTILITY	0	0	0	0.0%		
Town Hall Allocation (25%)	47,881	35,222	12,659	36.0%		
Other	355,256	344,628	10,628	3.1%		
Salaries						
Debt	516,415	488,525	27,890	5.7%	1,179,623	1,195,137
Reserves	44,686	44,686	0	0.0%	44,686	44,686
Fiscal Services Total	1,314,309	1,314,823	-514	-0.0%	927,120	1,343,012

Utility Expenses By Cost Centre (\$)



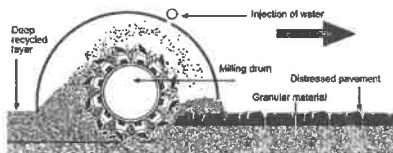
BUDGET 2017 UTILITY

Ritchie Lake Collector Project 2016



BUDGET 2017 CAPITAL PROGRAM

General Capital and Utility Capital



BUDGET 2017 - GENERAL CAPITAL

ENGINEERING SERVICES							
Vehicles	GPS survey Unit replace/upgrade malfunctioning unit	25,000					
	Replace Unit 310 (survey Van) with Electric Vehicle	<u>42,000</u>	67,000				
TRANSPORTATION SERVICES							
Equipment	Tack Coat Sprayer	20,000					
	Brick making and storage units	45,000					
	Chipped/Share between Public Works and Parks	50,000					
	Asphalt Roller	<u>50,000</u>	150,000				
Vehicles	Works Dept Half Ton (replace 303)	38,000					
	Works Dept Half Ton (replace 306)	38,000					
	Works Dept 4x4 (replace 330)	43,000					
	Works Dept Crew Cab w/Dump (replace 314)	<u>72,000</u>	187,000				
Storm	Storm Sewer Program	200,000					
	Local Improvements 75/25 Program	<u>15,000</u>	215,000				
Traffic Calming	Equipment for Various areas - Counters and speed radar signs	30,000					
	Crosswalk Beacons - 2 locations along trail system	<u>20,000</u>	50,000				
Roads							
		<u>Curb & Gutter</u>	<u>Sidewalks</u>	<u>Road Improvements</u>	<u>Base Asphalt</u>	<u>Seal Asphalt</u>	<u>Total</u>
	Hammond River Road Phase 3 - Asphalt Work				110,000	110,000	
	Parkside Road Ph 1 - Open to LPP			75,000	125,000	200,000	
	French Village Road Phase 4 - Reconstruct from			80,000	100,000	300,000	
	Kellers Hill Road			15,000	20,000	40,000	75,000
	Ocupameas Rd Diggle to Alma			60,000	75,000	105,000	240,000
	Antaresador Dr Connection to Quispamsis Rd			80,000	30,000	40,000	150,000
	Diggle Dr			7,500	20,000	30,000	57,500
	Hammond View Terrace (0.37km)			10,000	20,000	40,000	70,000
	Chapel Ct (0.125km)			2,000	5,000	15,000	22,000
	Sparrow Court (0.15km)				5,000	15,000	20,000
	Bondola Blvd Corridor Review and Phase 1			120,000	80,000	100,000	300,000
	Surrey St			15,000	25,000	40,000	80,000
	Heaven Ct			5,000	5,000	10,000	20,000
	Ranch Ave				5,000	15,000	20,000
							<u>0</u>
		<u>0</u>	<u>0</u>	<u>474,500</u>	<u>395,000</u>	<u>808,000</u>	<u>1,677,500</u>
TOTAL TRANSPORTATION and ENGINEERING SERVICES							<u>2,344,500</u>

Engineering and Transportation Capital Comparisons 2016-2017

Engineering
2016 - \$0
2017 - \$67,000

Transportation Equipment and vehicles
2016 - \$911,000
2017 - \$337,000

Storm sewer
2016 - \$155,000
2017 - \$215,000

Traffic
2016 - \$12,500
2017 - \$50,000

Streets
2016 - \$1,474,000
2017 - \$1,675,000

Overall Capital request
2016 - \$2,552,500
2017 - \$2,344,500



BUDGET 2017 CAPITAL - ENGINEERING

ENGINEERING SERVICES

Vehicles GPS survey Unit replace/upgrade malfunctioning unit
Replace Unit 310 (survey Van) with Electric Vehicle

25,000
42,000 67,000



BUDGET 2017 - WORKS EQUIPMENT

TRANSPORTATION SERVICES

Equipment	Tack Coat Sprayer
	Brine making and storage units
	Chippers/ Share between Public Works and Parks
	Asphalt Roller

20,000
45,000
35,000
<u>50,000</u>
160,000



Tack Sprayer
-Prep for asphalt work



Brine preparation equipment
Snow fighting



Heavy duty Wood Chipper
Shared Works/parks



Asphalt Roller
Road and culvert repair



BUDGET 2017 - WORKS FLEET VEHICLES

Vehicles	Works Dept Half Ton (replace 303)
	Works Dept Half Ton (replace 309)
	Works Dept 4x4 (replace 330)
	Works Dept Crew Cab w Dump (replace 314)

36,000
36,000
43,000
<u>72,000</u>
187,000



2007 dump body 1 ton



2006 half ton GMC



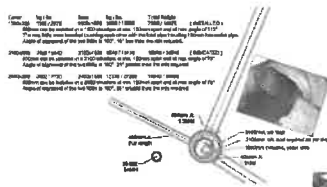
2005 Dodge half ton



BUDGET 2017 - DRAINAGE AND STORM SEWER

Storm Sewer Program
Local Improvements 75/25 Program

200,000
15,000
215,000



BUDGET 2017 - TRAFFIC

Traffic Calming Equipment for Various areas - Counters and speed radar signs
Crosswalk Beacons - 2 locations along trail system

30,000
20,000
50,000



Mother Nature's Traffic Calming



BUDGET 2017 - STREET CAPITAL

Pavement assessment

- Assess street asphalt surface
 - assign rank according to consistent standards
- Can also take traffic volume into account
 - High volume street can increase priority
- Look for streets in common subdivision area
 - May have similar age, characteristics etc.
- Incorporate street hierarchy into assessment
 - Collector street vs. local street vs. dead ends
- Plan streets for project cost efficiencies
 - Streets in clustered area can reduce mobilization costs in tender
- Council has input in establishing priorities
 - Petitions, public input, municipal plan issues



Proposed Street Upgrading 2017.jpg

Asphalt Pavement Rating Form

Street Name: _____
 Segment ID: _____
 City, Town or County: _____
 Road or Lane: _____
 Road Width - Shoulder: _____
 Date: _____
 Number: _____

DEFECTS	Score	Range	Overall	Rating
	0 = Poor	0.5 = Fair		
Intersecting Cracks	0-10			
Longitudinal Cracks	0-10			
Surface - potholes	0-10			
Surface - rutting	0-10			
Surface - raveling	0-10			
Surface - loose material	0-10			
Surface - oil spots	0-10			
Surface - staining	0-10			
Surface - other	0-10			
Overall Condition				
Overall Rating				

Conditions = 100 Score of Defects
 Condition = 100 _____
 Condition Rating:

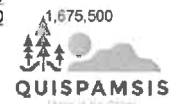
Name:

Date: _____
 By: _____
 Signature: _____



BUDGET 2017 - STREET CAPITAL

Roads	Curb & Gutter	Sidewalks	Road Prepwork	Base Asphalt	Seal Asphalt	Total
Hammond River Road Phase 3 - Asphalt Work					110,000	110,000
Parkside Road Ph 1 - Owen to LPP			75,000		125,000	200,000
French Village Road Phase 4 - Reconstruct 1km			80,000	100,000	120,000	300,000
Kallars Hill Road			15,000	20,000	40,000	75,000
Quispamsis Rd Diggle to Alma			60,000	75,000	105,000	240,000
Ambassador Dr Connection to Quispamsis Rd			85,000	35,000	40,000	160,000
Diggle Dr			7,500	20,000	30,000	57,500
Hammond View Terrace (0.37km)			10,000	20,000	40,000	70,000
Chalet Ct (0.125km)			2,000	5,000	16,000	23,000
Sparrow Court (0.15km)				5,000	15,000	20,000
Gondola Blvd Corridor Review and Phase 1			120,000	80,000	100,000	300,000
Sunset Dr			15,000	25,000	40,000	80,000
Haven Ct			5,000	5,000	10,000	20,000
Ranch Ave				5,000	15,000	20,000
						0
	0	0	474,500	395,000	806,000	1,675,500



BUDGET 2017 - UTILITY CAPITAL

		<u>2017</u>
Treatment Systems	<u>SANITARY SEWER</u>	
	Rothsay Connection study	40,000
	Total Sanitary Sewer	40,000
Millennium Drive System Infrastructure Program	<u>WATER SYSTEM</u>	
	Sunset Drive Haven Court loop	250,000
	Water Distribution Study	50,000
	Total Water System	300,000
	TOTAL 2017 UTILITY CAPITAL EXPENDITURES	\$340,000
	Less Funding to Come from GAS TAX PROGRAM	250,000
	2017 Funds To Come From Utility Operating Fund	\$90,000



Sunset Haven Court Project
Recent application to Building Canada



BUDGET 2017 - UTILITY CAPITAL

Capacity Building

- **Wastewater Study**
 - Regional cooperation with Rothsay investigating wastewater treatment options
- **Water Distribution study**
 - Continuation of Groundwater Modeling study investigating potential options/phasing/costs for Quispamsis based water system

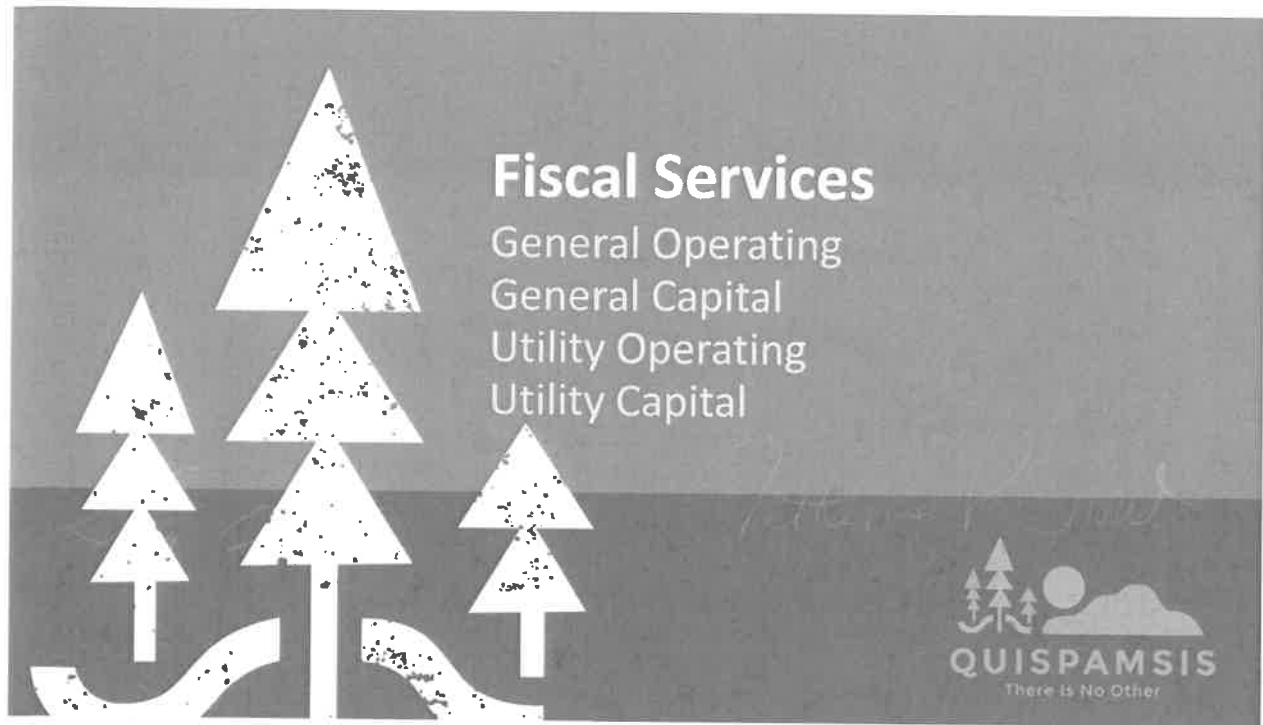


BUDGET 2017 – QUESTIONS?



Any Dog-gone questions??

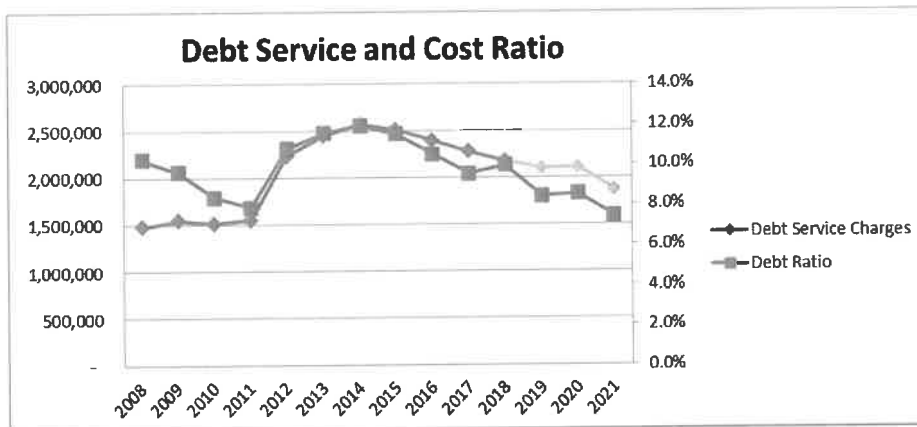




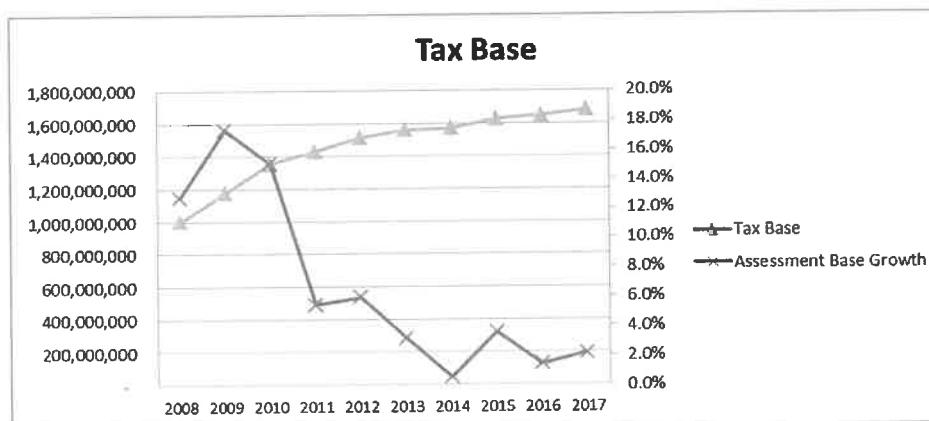
FISCAL SERVICES

	2017 Budget	2016 Budget	\$ Change	% Change
Debt Service Cost	2,272,208	2,391,769	- 119,560	5.0%
Transfers to Reserves	0	0	-n/a	-n/a

FISCAL SERVICES



TAX BASE



PUTTING IT ALL TOGETHER



OPTIONS

DECREASE
EXPENDITURES
– Operating

DECREASE
CAPITAL
EXPENDITURES
- Cuts

BORROW TO
FINANCE
CAPTIAL

INCREASE
PROPERTY TAX
RATE 1 Cent
= \$168,000

WITHDRAWAL
FROM RESERVE
FUNDS

UTILITY OPERATING BUDGET

Utility Expenditures	2017 Budget	2016 Budget	% change	\$ change
Water	236,962	232,227	2.0%	4,735
Sewage	633,547	629,405	0.7%	4,142
Administration	511,115	488,525	4.6%	22,590
Fiscal Services Total	1,224,309	1,239,823	-1.25	-15,514
Capital	90,000	75,000	20.0	15,000
Total Utility Expenditures	2,695,934	2,664,980	1.2%	30,954



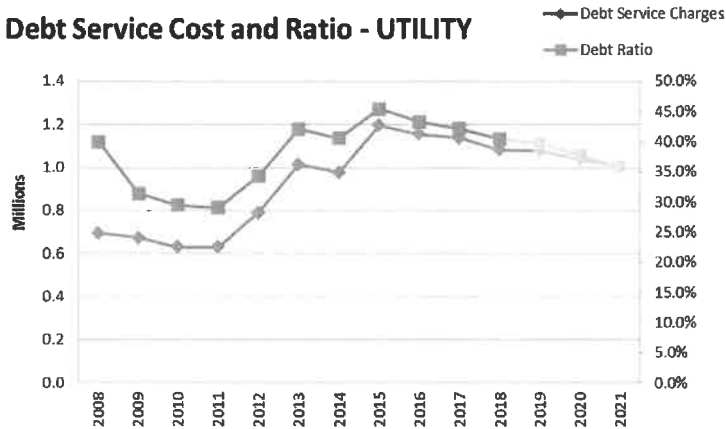
UTILITY OPERATING BUDGET

	2017	2016	% change	\$ change
Total Water Revenue	212,330	202,651	4.8%	9,679
Total Sewer Revenue	2,228,791	2,169,765	2.7%	59,026
2nd Prior Year Surplus	12,699	70,138	-81.9%	-57,439
Transfer from General Operating	131,923	131,923	0.0%	0
Water Transfer Costs	61,529	45,381	35.6%	16,148
Other Revenue	48,661	45,122	7.8%	3,539
Total Other	254,812	292,564	-12.9%	-37,752
GRAND TOTAL REVENUE	2,695,934	2,664,980	1.2%	30,954



UTILITY FISCAL SERVICES

Debt Service Cost and Ratio - UTILITY



UTILITY CAPITAL FUNDING

	Operating	Reserve	Borrowing	Grants	Total
2008			300,000		300,000
2009	50,000		4,400,000	3,466,666	7,916,666
2010	100,000	250,000		2,500,000	2,850,000
2011	85,000	50,000	2,750,000	2,225,000	5,110,000
2012	50,000		1,250,000	250,000	1,550,000
2013	60,000	100,000	2,000,000		2,160,000
2014					-
2015		1,300,000	1,000,000	4,600,000	6,900,000
2016	75,000	115,000			190,000
2017	90,000			250,000	340,000



UTILITY CAPITAL

