



**QUISPAMSIS TOWN COUNCIL  
SPECIAL MEETING  
MINUTES**

**October 24, 2020, 8:30 am  
Council Chambers  
Quispamsis Town Hall**

Members Present: Mayor Gary Clark  
Deputy Mayor Libby O'Hara  
Councillor Sean Luck  
Councillor Lisa Loughery  
Councillor Kirk Miller  
Councillor Emil T. Olsen  
Councillor Pierre Rioux  
Councillor Beth Thompson

Staff Present Deuville, Susan; CAO  
Brandon, Krista; Town Treasurer  
Kennedy, Aaron; Communications Manager  
Losier, Gary; Director of Engineering & Works  
Purton Dickson, Dana; Director of Community Services  
Snow, Catherine; Town Clerk

**1. Motion of Council to Resolve into Committee of the Whole**

**Moved By** Councillor Luck

**Seconded By** Councillor Miller

Council resolve into Committee of the Whole - Open to allow for more informal discussions concerning the proposed 2021 Budget.

**Motion Carried**

**2. Proposed 2021 Town of Quispamsis Budget - (Proposed 2021 Budget Package - Attached)**

Further to recent Finance Committee discussions, the Town Treasurer prepared the proposed 2021 General Budget for Council's consideration and summarized as follows: –

- Total General Budget - \$26,847,402; a 4.12% increase over 2020.
  - External Sources - \$10,160,610
  - Internal Sources - \$16,686,792
- Tax Base Amount \$1,850,878,750; a 2.78% increase over 2020
- Proposed Tax Rate 1.3694; a 1.98% increase over 2020.
- Debt Service Ratio - 8.91% for 2021
- Arena Rental Rates (qplex & QMA) Increase of 3% over 2020
- qplex Pool Rates – increase of 4% over 2020
- Fields/Courts – increase of 3% over 2020
- Facility Rentals – increase of 3% over 2020
  
- Total Utility Budget - \$3,441,840; a 6.02% increase over 2020
- Sewer User Rate - \$503; a 3.07% increase (\$15 over 2020)
- Water User Fixed Rate \$243; a 2.97% increase (\$7 over 2020)
- Consumption Fees –
  - Low Rate \$0.9902; a 3% increase over 2020
  - High Rate \$1.5681; a 3% increase over 2020

## **2.1 Staff Presentations (Attached):**

### **2.1.1 Susan Deuille, Chief Administrative Officer - Opening Remarks and Proposed 2021 General Operating Budget**

CAO Deuille acknowledged the extraordinary year, both with COVID-19 as well as the Province of New Brunswick's new requirement that municipalities have their budgets prepared one month earlier. She acknowledged and thanked the Town Treasurer and her team for all their work as well as all Staff who were involved in putting together such a comprehensive budget.

Ms. Deuille thanked Council for their ongoing support, and thanked her Staff for their diligent work throughout the pandemic. She noted while many may not realize it, municipal government operations are considered essential services. Covid challenges and opportunities were presented along the way but business and projects carried on, just in a different way. Some staff worked from home and others worked from their normal work places, staying connected through virtual daily meetings, and providing the best services under the circumstances while keeping up with the everchanging Public Health and Worksafe requirements.

Ms. Deuille provided highlights of the 2020 year-in review, as per the attached presentation.

### **2.1.2 Dana Purton Dickson, Community Services Director - Proposed 2021 Community Services General and Capital Budgets**

Ms. Purton Dickson acknowledged the impacts COVID-19 have had on her Department, particularly with the sanitization requirements and the significant number of operational plans that needed to continuously be updated with the ever-changing Provincial mandatory orders. Arena staff were temporarily reassigned to Parks and Facilities, seasonals were not hired, events were cancelled and a reduced number of students were hired.

Ms. Purton Dickson made note of the large number of people who were and still are using the Town's trail systems during the pandemic, as indicated by the trail counters, emphasizing the need for recreational facilities for a strong and viable community.

A new Community Services Department Organizational Structure is being developed for 2021 which will include three divisions under the following Managers: qplex & QMA Special Projects Manager, Central Booking Team Manager & Parks and Facilities Manager. She introduced to Council Mr. Chris Lawrence, the new qplex & QMA Special Projects Manager, who was in attendance. She also acknowledged projects that were done during Covid, in-house which saved the Town approximately \$60,000 and included the new boat launch at Meenan's Cove and the Arena Board project at the qplex.

Ms. Purton Dickson highlighted the proposed 2021 Community Services Budget as per the attached power point presentation.

A discussion of Council ensued re residents' recent request for installation of lights at the Dog Park off Vincent Road to extend the current hours, particularly during the fall and winter months when it is dark early evening. Ms. Purton Dickson related when the Dog Park was built in 2009; the residents who live in the adjacent subdivision were consulted, and at that time, they were not interested in lights as they felt the lights would keep the Dog Park open too late into the evening. She would like the opportunity to reach out again to the residents before installing lights, which she had planned to do next summer. Council Members noted the newer LED lights cast a more direct, subtle light than conventional lighting, and acknowledged the Dog Park has been a well received and relatively quiet operation, and Members would like to see, if possible, LED lights installed at the Dog Park in 2021 versus waiting another year.

CAO Deuille stated that funding could come from Reserves if the Town wanted to pursue light installation at the dog park in 2021 once the Community Services Department has the opportunity to consult with the neighbouring property owners.

Ms. Purton Dickson was thanked for her presentation.

**2.1.3 Gary Losier, Engineering and Works Director - Proposed 2021 Engineering, Works and Utility General and Capital Budgets**

Mr. Losier provided a recap of the 2020 year to date operations, noting public works is an essential service and the level and quantity of services did not decrease due to Covid. He presented the Proposed 2021 Engineering, Works and Utility General and Capital Budgets to Council as per the attached presentation.

One of the main items planned for 2021 is the development, of an overarching Strategic Plan for the Town. Under the Strategic Plan, a Transportation Master Plan, Recreation Master Plan, Stormwater Master Plan and other supporting documentation will be established to assist the Town's overall policies and future development.

**Proposed Street Capital for 2021 include –**

- Gondola Boulevard Corridor (Phase 5 of 5)
- Bradley Lake Road seal (25% of 0.7km)
- Hammond River Road (0.7 km)
- Old Neck Road Connection (placeholder)
- Hedley Lane (0.4 km)
- Susan Street (0.5 km)
- Cannon Road
- Parkwood Drive (0.3 km)
- Brandon Street (0.2 km)
- Natureview Drive (0.2 km)
- Riverview Drive (0.5 km)
- Matthews Drive(0.5 km)
- Aaron Avenue (0.2 km)
- Sheraton avenue (0.2 km)

Old Neck Road Connection – Mr. Losier spoke further on the proposed Old Neck Road connection noting it has been on the Town's Five Year Street Capital Program for the past three years. The design will take into consideration the impacts to all properties, and will not be a full 32 foot wide street, but closer to a 20 foot wide street, working around established buildings. It will have a properly constructed crown similar to other municipal roads making it a safe passage for snow plows, garbage trucks and emergency vehicles. It is being tagged as a placeholder in the 2021 budget provided that the legal status of the public road right-of-way is resolved. If not, than Council can reallocate these monies to another street under the 2021 Street Capital Program.

Other roads for discussion –

Quispamsis Road, completion of -



- with sidewalks, curb and gutter \$775,000; or
- with a widened road shoulder \$450,000.

Meenan's Cove Road – from Route 119 to Fullyer Drive –

- with sidewalk, curb & gutter \$ 940,000, or
- with a widened road shoulder - \$500,000

Going forward, Mr. Losier stated, a 10 year Level of Service Plan is being created as part of the Asset Management Plan, as well as a Transportation Plan, which will provide Council with what streets to focus upon based on their ranked condition. The Asset Management Plan will continue to direct budget decisions according to the Town's priorities and needs.

Queensbury Drive Traffic Calming – Public consultation with the residents for their input is the next step, and 51% of the property owners will need to be in favour of installing permanent traffic calming devices which will then require Council's final approval.

Council Members favoured the idea of widening the road shoulders on collector streets to provide a pedestrian lane vs the more costly sidewalk, curb & gutter installation, which will allow for more roads to be resurfaced.

The current round-about at the Gondola Point Road/Squire Drive intersection is nearing completion. The poured concrete required a curing period of 28 days to accommodate all vehicles. The expected completion date is the first part of November.

The proposed 2021 Utility Capital Budget includes an Alternate Energy Study – Expression of Interest – (\$20,000), to develop a 4 acre solar panel farm to provide enough electricity to run the Longwood Wastewater Utility Treatment Plant and associated pump houses.

Mr. Losier was thanked for his presentation.

#### **2.1.4 Susan Deuille, Chief Administrative Officer - Proposed 2021 Budgets from External Sources (Regional Services)**

Ms. Deuille spoke further on the proposed development of a Strategic Plan initiative that will take place with the new Council following the 2021 election. Funding was allocated in the 2020 Budget for this purpose, and will be carried over to 2021.

Ms. Deuille presented the proposed 2021 External (Regional) Budgets, as per the attached presentation. Points of interest included -

- External Sources - \$10,160,610.  
Internal Sources - \$16,686,792.
- New Investment in Regional Economic Development Organization - Quispamsis' share - \$168,000 in 2021 - with proposed increases over the next four years to \$370,000 in 2024.
- Police & Fire Operating Budgets – Now include 911 Telecom costs vs separate budget as was case in previous years.
- Public Transit – Comex – Waiting on official number – \$173,088.
- Civic Relations Budget decreased by \$15,458 over last year.
- Unequal Equalization Grant – Quispamsis' Core Funding \$115,092 and \$0 Equalization Grant; Riverview' Core Funding \$177,623 and \$2,343,570 Equalization Grant.

Ms. Deuville was thanked for her presentation.

#### 2.1.5 **Krista Brandon, Town Treasurer, Final Budget Summary and Council Discussion/Comments/Consensuses**

The Town Treasurer summarized the proposed 2021 Budget presented to Council, based on the actual tax base numbers provided by the Province, up 2.78% over last year. The proposed tax rate of 1.3694 would see a 1.98% increase. On a house assessed at \$253,000, it would represent an increase of \$67 over last year.

##### *Council Discussion –*

Comex – Councillor Rioux expressed his opposition of spending \$173,088 annually for the COMEX service, which represents a cent on the tax rate and is only used by a few people. Covid, he noted, will cause even lower ridership numbers. He suggested removing the COMEX from the Town's 2021 budget, and re-evaluating it for the 2022 budget.

**Moved By** Councillor Rioux Council suspend the Comex Public Transit for 2021, and it be reviewed again as part of the 2022 budget.

##### **Motion Defeated**

Against (6): Deputy Mayor O'Hara, Councillor Loughery, Councillor Luck, Councillor Miller, Councillor Olsen, and Councillor Thompson

CAO Deuille noted the Ad hoc Comex Committee has met each year to review ridership numbers and the Town's options concerning the public transit service. She is still waiting for this year's numbers from Saint John Transit. Reference was made to a study currently being done by the City of Saint John on the COMEX service, and it was felt more information may be forthcoming from this study, and that the town should leave the funding in again for this year.

Equalization Grant - Council Members expressed their dissatisfaction with the unfairness of the Province's Equalization formula. Mayor Clark removed himself from the Chair, and the Deputy Mayor presided. Mayor Clark informed Council he, CAO Deuille and Rothesay Mayor Grant had previously met with MLA, Premier Higgs concerning the Equalization Formula. They had subsequently followed up with correspondence expressing the unfairness of the formula for many municipalities throughout the Province, noting it needs to be resolved. Mayor Clark resumed the Chair.

Fire Station 2 Preparation - \$214,131 – Part of the original plan was to set aside this amount in a Reserve Fund annually to help offset the Town's \$1.6m share of the Fire Station 2 renovation to avoid borrowing. There is currently approximately \$428,000 in Reserve for this item, but Council did not set aside funding for this purpose in its 2020 budget.

**CONSENSUS OF COUNCIL TO REMOVE \$214,131 for Fire Station 2 Preparation\_–**

*Deputy Mayor O'Hara – Remove  
Councillor Loughery – Remove  
Councillor Luck – Remove  
Councillor Miller – Remove  
Councillor Olsen – Remove  
Councillor Rioux – Remove  
Councillor Thompson - Remove  
7-0 Remove*

qplex South Parking Lot - \$130,000

**CONSENSUS OF COUNCIL TO KEEP \$130,000 for seal coat to qplex South Parking Lot**

*Deputy Mayor O'Hara – Remove  
Councillor Loughery – Leave in  
Councillor Luck – Temporarily Remove  
Councillor Miller – Remove  
Councillor Olsen – Leave in*

*Councillor Rioux – Leave in*  
*Councillor Thompson - Leave in*  
*4-3 Leave in – See Below Change Re Borrowing funds for this project*

QMA Parking Lot Repairs – Phase 2 & 3 - \$112,500

**\*CONSENSUS OF COUNCIL TO REMOVE \$112,500 for QMA Parking Lot Repairs**

*Deputy Mayor O'Hara – Remove*  
*Councillor Loughery – Leave in*  
*Councillor Luck – Temporarily Remove*  
*Councillor Miller – Remove*  
*Councillor Olsen – Remove*  
*Councillor Rioux Remove*  
*Councillor Thompson Remove*  
*6-1 Remove –\* See Below Change where this project was re-added but will be funded through Borrowing*

Tax Rate Tracking now at 1.3518

Councillor Luck – Proposed Borrowing of \$1 m to Complete Quispamsis Road Upgrade with Widened Shoulder Design, (\$490,000), and Add Both the qplex and the QMA Parking Lots to be done with Remaining Borrowed Funds; and the \$80,766 for the Borrowing Costs to be Added to the Operating Budget

*Deputy Mayor O'Hara – Yes, borrow \$1m*  
*Councillor Loughery – Yes, borrow \$1m*  
*Councillor Luck – Yes, borrow \$1m*  
*Councillor Miller – Yes, borrow \$1m*  
*Councillor Olsen – Yes, borrow \$1m*  
*Councillor Rioux – Yes, borrow \$1m*  
*Councillor Thompson - Yes, borrow \$1m*  
*7-0 Yes, borrow*

The Town Treasurer confirmed the readjusted tax rate is now tracked at 1.3491

**Moved By** Deputy Mayor O'Hara

Committee of the Whole Resolve Back to Special Meeting.

**Motion Carried**



**Moved By** Deputy Mayor O'Hara  
**Seconded By** Councillor Olsen

The Town Treasurer be directed to make changes as discussed by Council and to bring back a revised Proposed 2021 Budget to Council for the November 3, 2020 Regular Meeting, reflecting a new tax rate of 1.3491.

**Motion Carried**

**3. Finance Committee Meeting Minutes**

**Moved By** Councillor Miller  
**Seconded By** Councillor Luck

The August 13, 2020 Finance Committee Meeting Minutes, the September 24, 2020 Joint Finance Committee Meeting Minutes, and the October 2, 2020 Finance Committee Meeting minutes be received and filed.

**Motion Carried**

**4. Province of New Brunswick Documents**

**Moved By** Deputy Mayor O'Hara  
**Seconded By** Councillor Luck

The Province of NB's 2020 Tax Bases & Community Funding & Equalization Grant; and the SNB Assessment & Tax Base Comparisons - Quispamsis be received and filed.

**Motion Carried**

**5. Adjournment**

**Moved By** Councillor Luck  
**Seconded By** Councillor Miller

The Special Budget Meeting of Council adjourn. Meeting adjourned at 2:55 p.m.

**Motion Carried**

X

Gary Clark  
Mayor

X

Catherine P. Snow  
Clerk

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**ATTACHMENTS – PROPOSED 2021 DEPARTMENTAL BUDGET PRESENTATIONS**

# BUDGET 2021



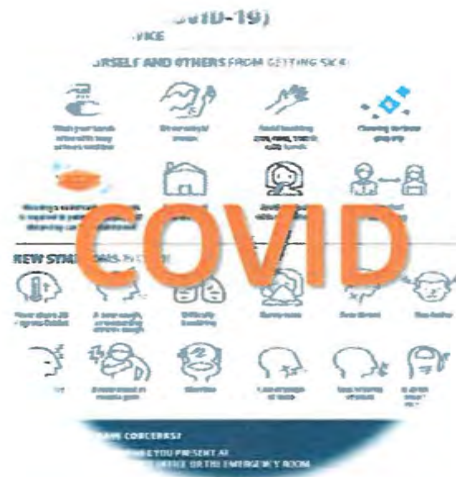
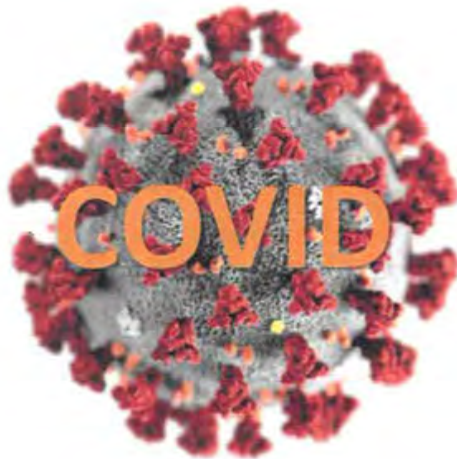
# VISION

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



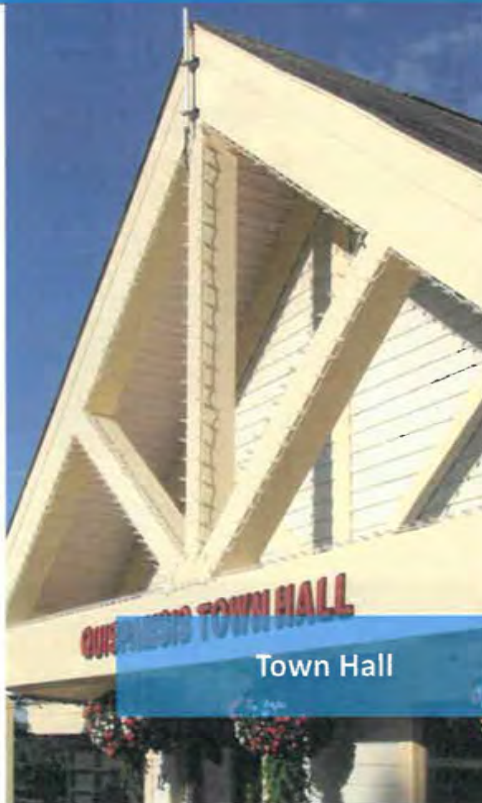
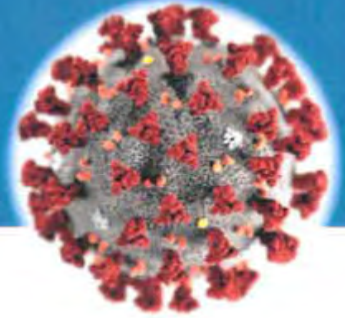


# 2020 YEAR IN REVIEW

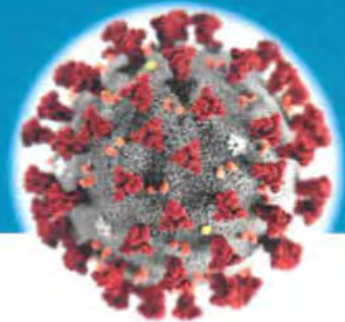




# COVID UPDATES TO FACILITIES



# COVID UPDATES TO FACILITIES



qplex

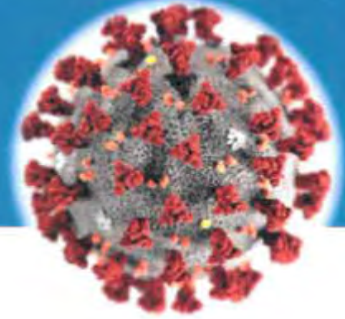


QMA





# COVID UPDATES TO FACILITIES

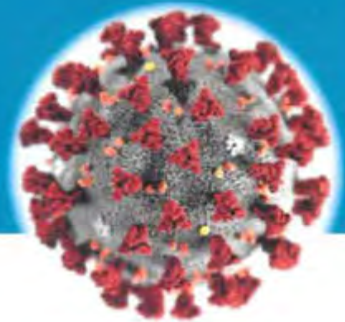


Active Screening



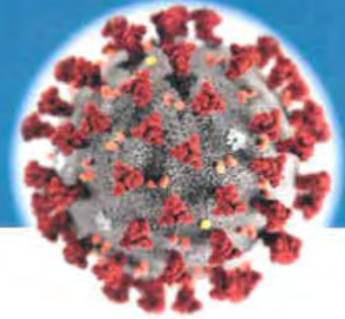
Enhanced Cleaning  
Protocols

# COVID UPDATES TO FACILITIES

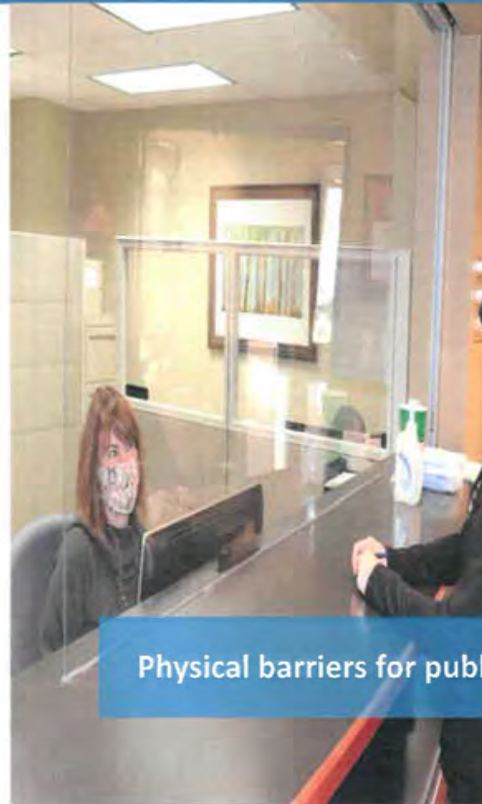




# COVID UPDATES TO FACILITIES

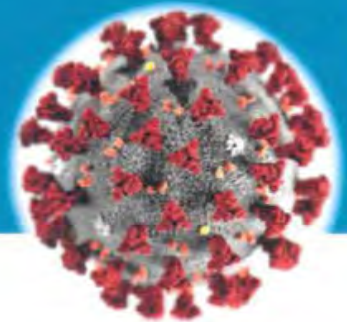


Physical barriers to continue governance



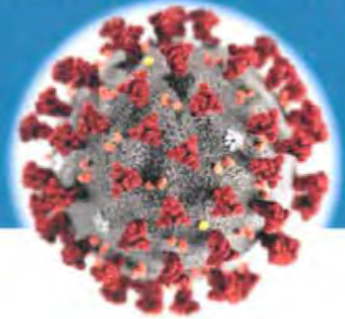
Physical barriers for public

# COVID CHALLENGES



- PPE procurement and maintaining inventory
- Cleaning supplies inventory
- Temporary impact to workplace dynamic
- Splitting shifts and crews
- Keeping up with everchanging Public Health and Worksafe requirements

# COVID OPPORTUNITIES



- Virtual Council and PAC Meetings
- Live streaming of Council Meetings
- Collaboration with NBEMO, Public Health, Worksafe NB
- Mobilization of technology to work from home
- Assignment of fleet vehicles to individual staff
- Municipal Continuity Plans



# 2020 YEAR IN REVIEW



1<sup>st</sup> Fully Electric Car



Construction  
Meenan's Cove Beach House



# 2020 YEAR IN REVIEW



A path  
forward

*"A singular economic development entity with greater impact and alignment that propels growth for the Greater Saint John region."*

Regional Economic  
Development Agreement



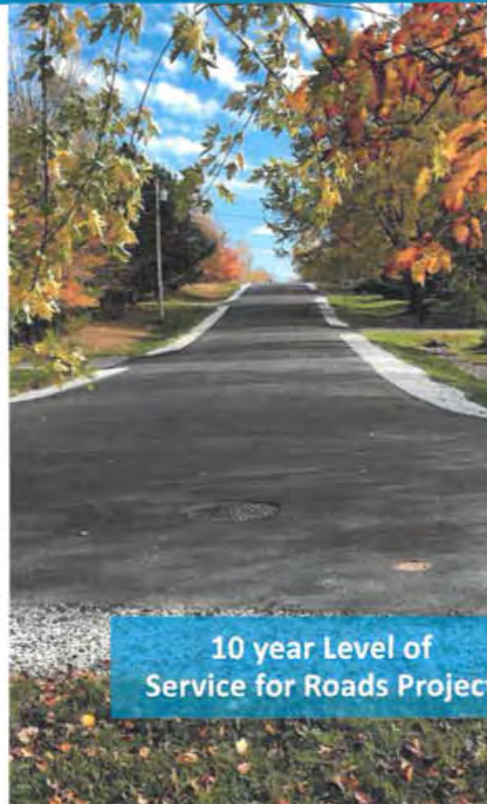
qplex wireless system upgrade



# 2020 YEAR IN REVIEW



Squire Drive Roundabout



10 year Level of Service for Roads Project

# 2020 YEAR IN REVIEW



New Utility Building  
Construction



Longwood Lift Station

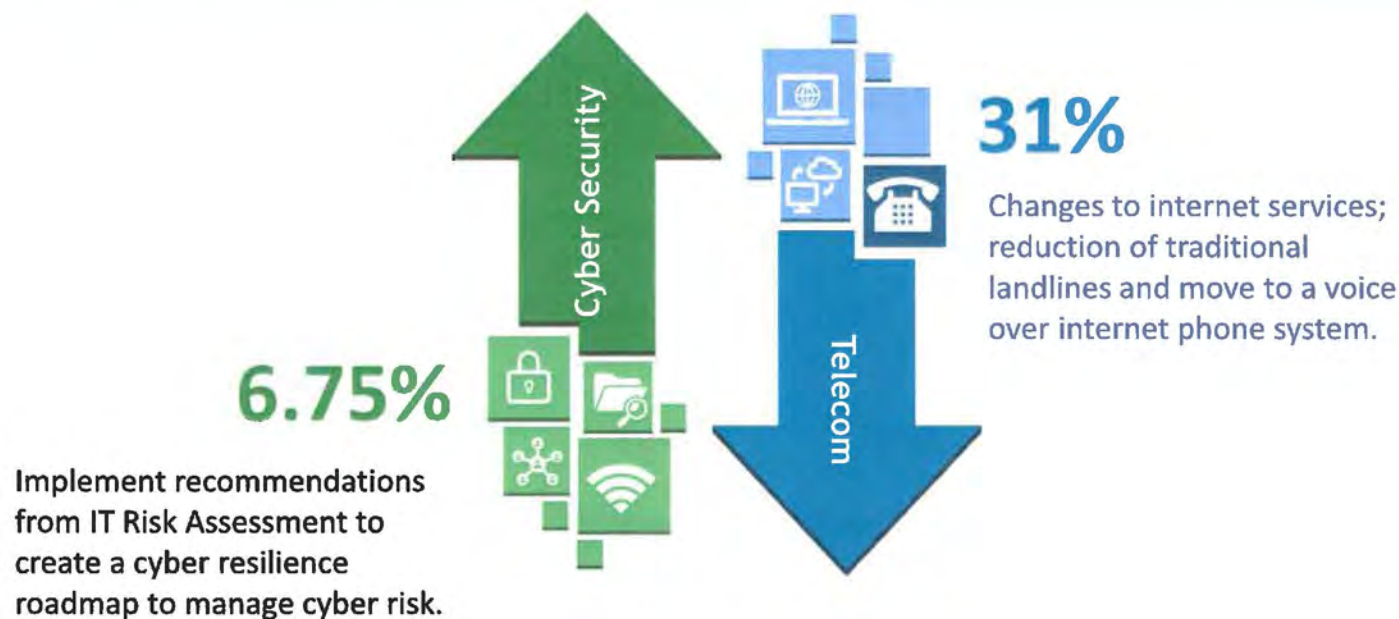


# 2021 BUDGET CHALLENGES

## Covid-19

- Increasing costs
- Reduction in efficiencies with processes
- Loss of revenue due to Covid

# INFORMATION TECHNOLOGY





# 2020/2021 STAFFING

- No staffing changes for 2021

# SUMMARY OF 2021 PROPOSED BUDGET

[Source of Changes 2021](#)

Refer to Page 1 of Budget Package



# INTERNAL SOURCES



General  
Government



Internal Protective  
Services



Environmental  
Health and  
Development



Transportation  
Services



Community  
Services



Debt Servicing

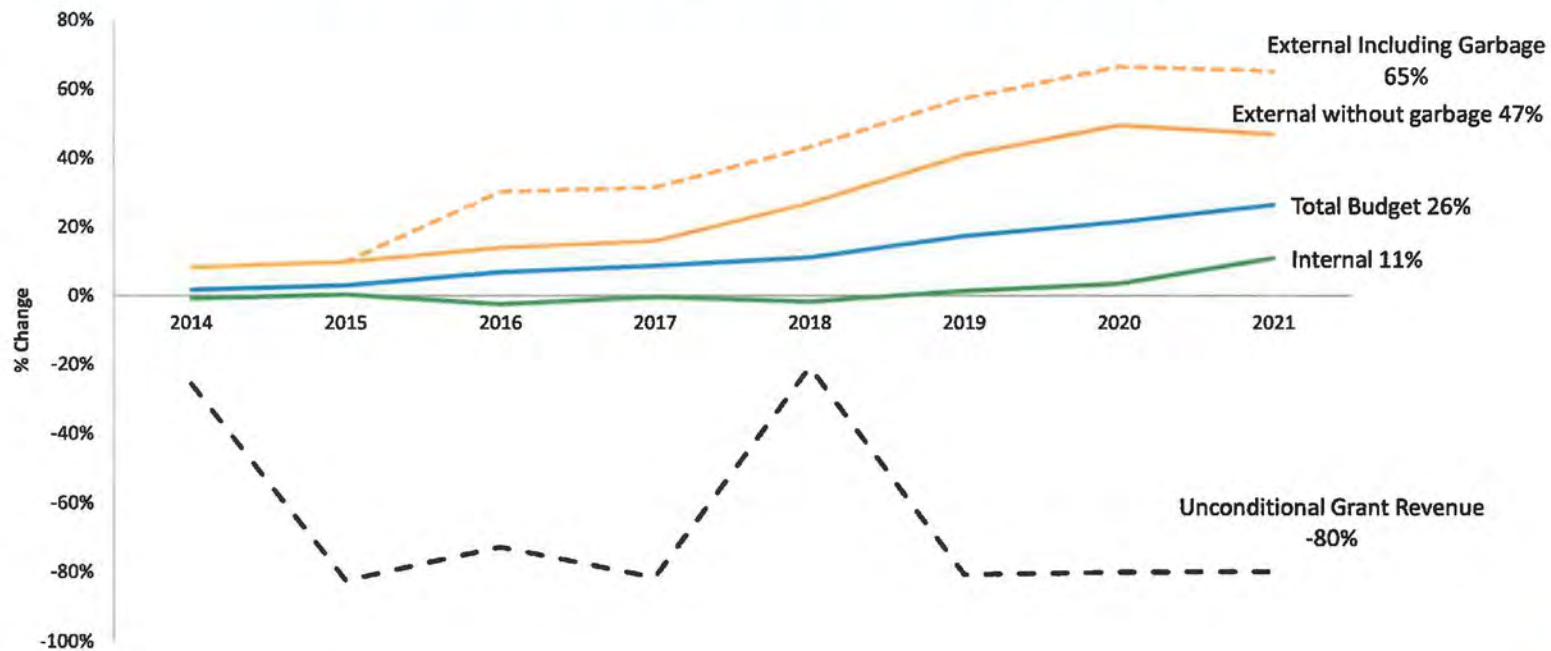


Capital and  
Reserves



# INTERNAL VS. EXTERNAL SPENDING INCREASE'S

Internal vs External Spending Increases Percentage of Change



# QUESTIONS

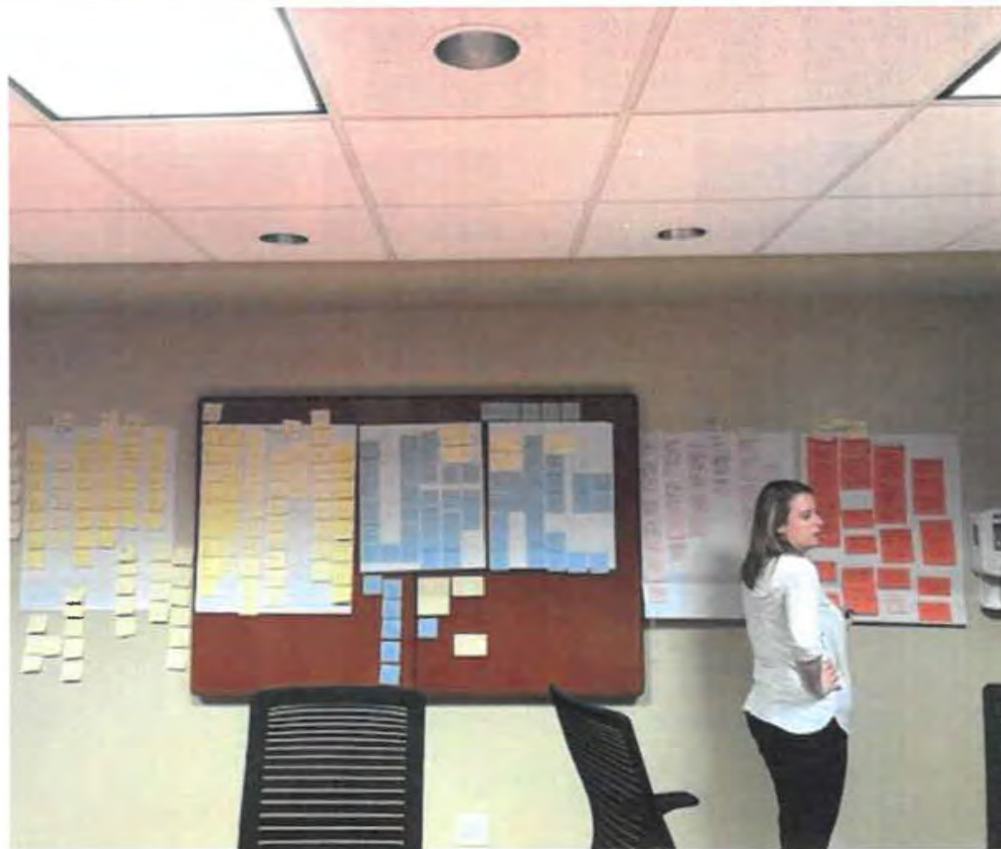


# COMMUNITY SERVICES DEPT. 2021 BUDGET



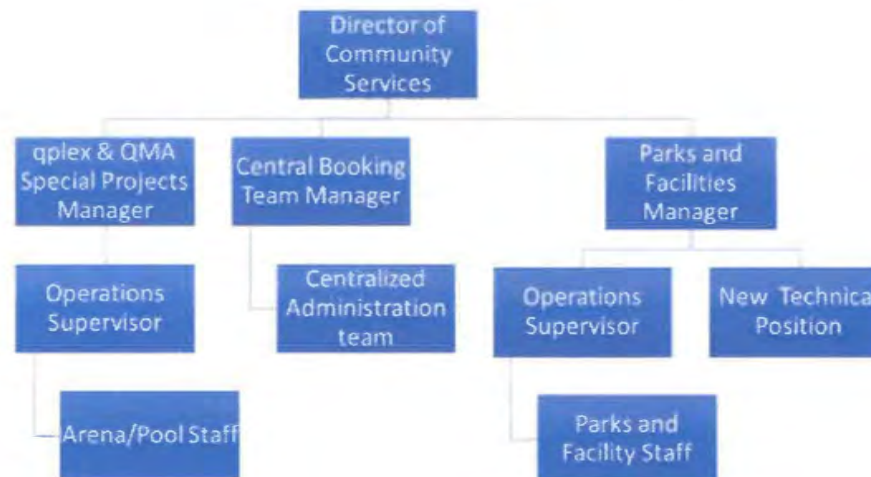


# DEPARTMENT REORGANIZATION



# NEW STRUCTURE

## Community Services Organizational Chart



# COVID-19 IMPACT

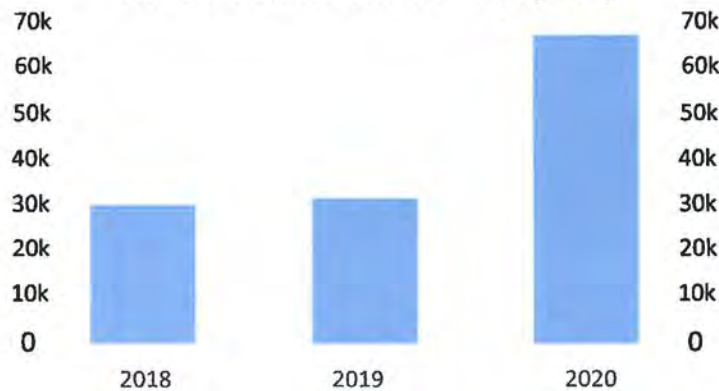




# NEED FOR RECREATION

**Yearly\* Totals**

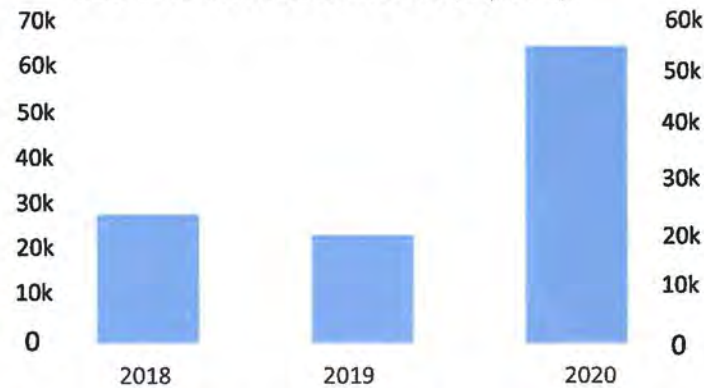
2018-01-01 to 2020-09-30 (3 years)



TCT Alderbrook

**Yearly\* Totals**

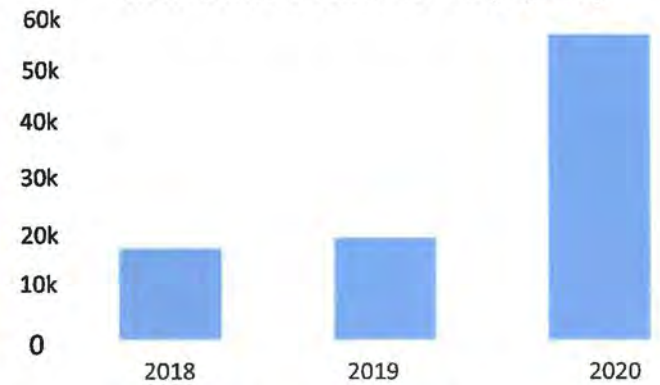
2018-01-01 to 2020-09-30 (3 years)



TCT Quispamsis Rd

**Yearly\* Totals**

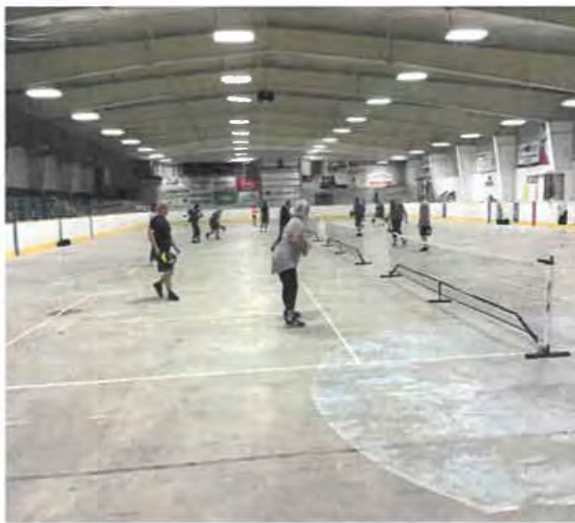
2018-01-01 to 2020-09-30 (3 years)



QR Trail Pettingill Rd



# ADAPTING TO CHANGE





# MEENAN'S COVE BEACH HOUSE



# 2021 COMMUNITY SERVICES GENERAL OPERATING AND CAPITAL BUDGET





# COMMUNITY SERVICES

## 2021 OPERATING BUDGET

### Revenue

2021 Budget	2020 Budget	Change	%
\$955,122	\$1,151,416	\$(196,294)	-17.0

### Expenses

2021 Budget	2020 Budget	\$ Change	%
\$4,310,492	\$4,163,319	\$147,173	3.5%



# COMMUNITY SERVICES GENERAL OPERATING



# COMMUNITY SERVICES GENERAL OPERATING

## Facility Revenue

- 3% overall facility rate increase, except for the qplex pool, which is 4%, as recommended by the Finance Committee.
- Budgeting a 25% revenue reduction overall due to COVID.



# COMMUNITY SERVICES GENERAL OPERATING

## Facility Budget Decreases

- Civic Centre removed from 2021 budget due to sale to the KV Fire Board.
- Reductions in staff travel and training.

# COMMUNITY SERVICES GENERAL OPERATING

## 2021 Facility Maintenance Plans

- Hammond River Park \$8,500 - remove existing building
- QMA \$16,200 – LED bulbs, bleacher heaters, & replace flag poles
- qplex - \$16,000 – replacement of hot water heater, players entrance flooring, domestic water pump
- qplex pool slide stairs stabilization, resealing, grit tread -\$6,000

# COMMUNITY SERVICES CAPITAL

## Mountain Bike Trails - \$30,000

- Engineered design.
- Community consultation.

# COMMUNITY SERVICES CAPITAL

## Recreation Software - \$25,000

- Current provider is at end of life
- Using \$5,000 from reserve (Finance Modernization funds) as it will integrate with the Accounting software



# COMMUNITY SERVICES CAPITAL

## Furniture, Fixtures and Equipment –

### Meenan's Cove Beach House - \$30,000

- Podium & microphones
- Tables (round) & table cart
- Window treatments
- Cleaning & kitchen supplies
- Entry carpets



# COMMUNITY SERVICES CAPITAL

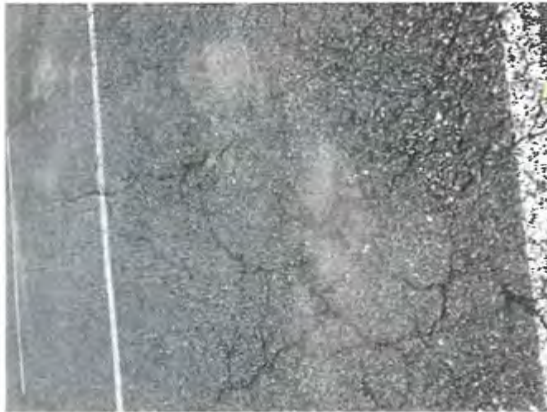
**Drainage Remediation  
Parks and Facilities Building- \$75,000**



# COMMUNITY SERVICES CAPITAL

## Complex South Parking Lot Repairs - \$130,000

- Recent contractor estimate





# COMMUNITY SERVICES CAPITAL

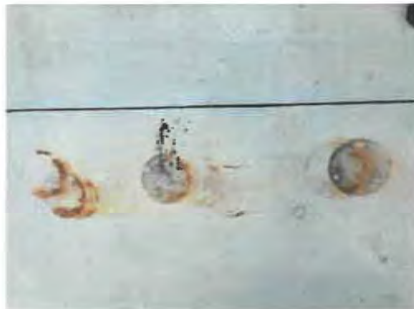
**qplex Pool Heat Exchanger \$65,000**





# COMMUNITY SERVICES CAPITAL

## Complex Pool Concrete Deck Maintenance - \$20,000



# COMMUNITY SERVICES CAPITAL

Complex Roof Reflective Coating Reinstatement - \$32,000





# COMMUNITY SERVICES CAPITAL

## QMA Parking Lot Repairs Phase 2 & 3 - \$112,500

- Parking lot continues to deteriorate. Recent contractor estimate.



# COMMUNITY SERVICES CAPITAL

## Complex Kube Restoration - \$10,000

- Preventative maintenance.
- Minor repairs are required (both reactionary and preventative). Units #7 & 8 require maintenance.





# COMMUNITY SERVICES CAPITAL

## **Complex Parking Lot Lighting LED - \$10,000**

- Energy savings.
- Operational cost savings (boom truck rentals, contractor costs)
- Continued commitment to LEED building and energy efficiency.



# COMMUNITY SERVICES CAPITAL

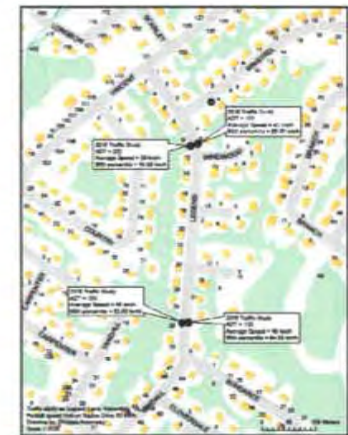
**Replace 2012 One-Ton Truck - \$70,000**



# QUESTIONS: COMMUNITY SERVICES







# ENGINEERING & WORKS

## 2021 GENERAL OPERATING AND CAPITAL BUDGET



# ENG & WORKS BUDGET 2021 – OVERVIEW

## Proposed Operating Budget 2021

Transportation	\$4,586,041
Environmental Dev.	\$410,631
Protective Services	
Building Inspection	\$231,949
Animal Control	\$64,742
<b>Total Budget</b>	<b>\$5,293,363</b>

This represents 19.72% of  
total municipal expenses

It should be noted that it is an increase in overall percentage share by 0.68%  
In actual dollars, this year represents an increase of \$215,256 (or 4.24% ) over 2020.



# ENG & WORKS BUDGET 2021 – COMPARISON

Operating Budget Category	Proposed 2021	Budget 2020	\$ diff from 2020	% diff from 2020
Transportation	\$4,586,041	\$4,464,793	\$121,248	2.71%
Environmental Health	\$410,631	\$337,271	\$73,360	21.75%
Protective Services				
Building Inspection	\$231,949	\$201,190	\$30,759	15.28%
Animal Control	\$64,742	\$74,853	(\$10,111)	(-13.51%)
<b>Total Budget</b>	<b>\$5,293,363</b>	<b>\$5,078,107</b>	<b>\$215,256</b>	<b>4.24%</b>
<b>% of municipal Expenses</b>	<b>19.72%</b>	<b>19.04%</b>		



# ENG & WORKS BUDGET 2021 – CONSIDERATIONS

## Service Considerations

- New Streets 2020 - approximately 1.137km ( Now 183.222 km )
  - (2019 was 0.837/182.085, 2018 was 0.361/181.212)
- New residential construction 57 units
  - (47 in 2019, 41 in 2018)
- New multi Family/ Apt Units - 50
  - ( 44 in 2019, 35 in 2018)
- 78 Average Pavement Rating ( APR) Quispamsis Streets 2020 (2019 - 77.82)
  - 183.22 km of streets comprised of 945 segments
    - ( 2019- 182km – 914 segments)
  - 31 km of streets (89 segments) below 60 APR rating
    - ( 2019 40 km 115 Segments)



# ENG & WORKS BUDGET 2021 – CONSIDERATIONS

## Service Considerations

- Winter and Summer Maintenance – plowing, anti-icing, potholes, road repairs, signage, line painting, guiderail, etc.
- Stormwater management – Driveway culverts, roadside ditches, catch basin clearing
- Active Transportation - Walking lanes, Pedestrian Safety
- Traffic Monitoring – Speed/Vol counts, traffic calming, Intersection signals

# ENG & WORKS BUDGET 2021 – CONSIDERATIONS

## Benchmark

- 47 Significant winter storm events to date 2020 (213 hrs of snow fighting per staff) (2019 45/280 & 2018 60/433)
- 101 culvert work orders ( new/replace/repair) - (carried over 23 to 2021) (2019 110/37 & 2018 105/26 & 2017 134/19)
- Roughly 710 tons Asphalt placed by crews -potholes, road and driveway repairs (2019 - 637 & 2018-612 & 2017-718)
- Approx. 35 - 40 Animal Control calls per month – consistent since 2018
- Approx. 30 to 40 traffic volume/speed studies conducted June to Sept





# ENG & WORKS BUDGET 2021 – HIGHLIGHTS +/-

## Transportation/Env Dev/Bldg Insp/Animal Cont

- In \$5.293 Million Budget, no significant line item changes
  - 4.24% equals \$215,256 over 2020
- Based on similar Service level goals and trends from 2020
- Budget has been adjusted to trends
- Better tracking so no largest single line drop
- Largest single line increase Operations is +\$13K winter snow contracts
- Largest project increase, under Environmental Development Services
  - Completion of Subdivision Standards \$23,000
  - Phase A – Master Transportation Plan \$30,000



# ENG & WORKS BUDGET 2021 – HIGHLIGHTS +/-

## Transportation (Includes Engineering)

- Overall fleet costs ( slight increase of 16k over 2020 levels)
- Driveway Culvert Budget remains set at 2020 level ( \$73,000 )
  - once budget hit - new work order requests or lower priority c/o to 2022
- Snow contracts increase per contract 2020-2022 +13k
- \* Please Note in this cost center Public Transportation (Comex)
  - Considered an external source but impacts change by \$7k



# ENG & WORKS BUDGET 2021 – HIGHLIGHTS +/-

## Transportation ( Cont'd)

- Winter Budget two main increases
  - Outside contracts increased \$13,000 2020 will be first year of renewed 3-year tender for 2020-2023
  - Vehicle M&R increased slightly by \$2,000 to fleet aging
- Summer Budget
  - Equipment and Vehicle M&R - Increased by \$16,000 age of fleet and improved inspection with in-house mechanical staff



# ENG & WORKS BUDGET 2021 – HIGHLIGHTS +/-

## Environmental Development

- **Focus on Environmental Development Services**
  - (i.e. Regional Facilities, New Economic Development Organization, Regional Library – not presented here)
- **Main EDS items - Under Municipal Plan Continuation of major items**
  - Support of Comprehensive asset management Plan – GIS integration
  - Communication and Implementation of revision to standards in town such as Storm water management, asphalt standards, Water & Sewerage standards.
  - Phase B \$23,000
- **Shift focus to Supporting Strategic plans**
  - Transportation Master Plan - \$30,000
  - Next phases; Recreation Master Plan, Stormwater Master plan etc.
  - And other supporting legislation – Building Bylaw, Subd Bylaw, PAC etc



# ENG & WORKS BUDGET 2021 – HIGHLIGHTS +/-

## Environmental Development

- Shift focus to Developing and Supporting Strategic plans
  - Proposed Phase A Transportation Master Plan - \$30,000
  - What are important transportation networks to focus upon
  - Are there opportunities for future connections/projects
  - Provide background information as council prepares their Strategic plan/Vision

# ENG & WORKS BUDGET 2021 – HIGHLIGHTS +/-

## Building Inspection

- No significant line item changes
- Introduced in 2019 a change to Building permit fee calculation methods
- Service fee-based cost rather than cost of construction
  - 2019 Revenue \$137,394 and to date 2020 - \$163,978 (at Oct 21-2020) or Approx. 19%



# ENG & WORKS BUDGET 2021 – HIGHLIGHTS +/-

## Animal Control

- Retirement of salaried/service contract Animal Control Officer
- Services placed to tender savings of approximately \$10k per year
  - Contract awarded to NB-SPCA
  - Base contract 3-year term with annual increase per average NB-CPI (or max 2.5% whichever less)

# PROPOSED TRANSPORTATION CAPITAL

Category	Item	Value
Equipment	Engineering Fleet Vehicle replacement	\$42,000
	Bldg. Inspection Fleet Vehicle replacement	\$42,000
	Backhoe excavator ( replace 335)	\$100,000.00
	Mobile Asphalt mixing unit	\$100,000.00
	Sidewalk Unit c/w plow and Blower	\$150,000.00
Storm	Brook Street Storm Carry Over	\$132,000
	Miscellaneous Storm Sewer	\$75,000
	Cedar Ridge Storm Abatement Phase 1	\$200,000
	Local Improvement Program	\$15,000
Traffic Calming	Equipment for Various areas ( Ped beacons, Radar speed signs)	\$15,000
Roads	Gondola Blvd Corridor Phase 5/5	\$397,000
	Bradley Lake Road Seal (25% 0.7km)	\$177,000
	Hammond River Road (0.7km) (Curve to Tracks)	\$175,000
	Old Neck Rd 0.6km (connection) *Placeholder only	\$210,000
	Hedley Lane (0.4km)	\$50,000
	Susan Street (0.5km)	\$137,000
	Cannon Road	\$190,000
	Parkwood Drive (0.3km)	\$92,000
	Brandon St (0.2km)	\$74,000
	Natureview Dr (0.2km)	\$39,000
	Riverview Drive (0.5km)	\$130,000
	Matthews Drive (0.5km)	\$95,000
	Aaron Ave (0.2km)	\$36,000
	Sheraton Ave (0.2km)	\$32,000
		\$2,705,000

\$871,000  
 (2020 - \$860,500)  
 (2019 - \$702,000)  
 (2018 - \$250,000)

\$1,834,000  
 (2020 - \$1,927,000)  
 (2019 - \$1,521,000)  
 (2018 - \$1,587,000)



Proposed  
 Street Capital Map  
[2021](#)

# STREET CAPITAL OVERVIEW - TRENDS

	Resurfaced Distance (km)	Asphalt (\$/tons)
2012	6.55	\$90
2013	6.78	\$82
2014	3.26	\$82
2015	6.54	\$75
2016	5.68	\$94
2017	5.92	\$103
2018	6.05	\$85
2019	6.87	\$94
2020	4.65*	\$72
2021	6.09	\$105 est

\*Brook St (402m) not included since carried over to 2021



# STREET CAPITAL OVERVIEW – PARAMETERS

- Current objectives based on having all 60 APR or worse addressed in 10 Yr Capital plan
  - Assess pavement surface conditions
  - Assess road structure (gravels, drainage)
  - Assess traffic volumes and types
- In order to meet objectives will propose mix of collector streets and local streets each budget year
  - Generally a collector Road budget \$300,000 to \$650,000 ( or more)
  - Can incorporate 3 to 6 local streets with same budget
- Will also consider economy of scale and potentially groups streets in same subdivision
- Special priorities established by Council

# STREET CAPITAL OVERVIEW - APR

Hammond River – APR 48 to 62  
\$175,000



Hedley Lane APR 48  
\$50,000



Old Neck Rd\* APR 48  
\$210,000



*\* Old Neck Rd  
details included  
later in  
presentation*

Aaron Ave APR 48  
\$36,000



Sheraton Ave APR 53  
\$32,000



Matthews Drive APR 67  
\$95,000





# STREET CAPITAL OVERVIEW - APR

Riverview Dr – APR 50 \$130,000



Parkwood Dr APR 55 - \$92,000



Natureview St APR 46 - \$39,000



Brandon Dr APR 58 - \$74,000



Susan St APR 60 - \$137,000



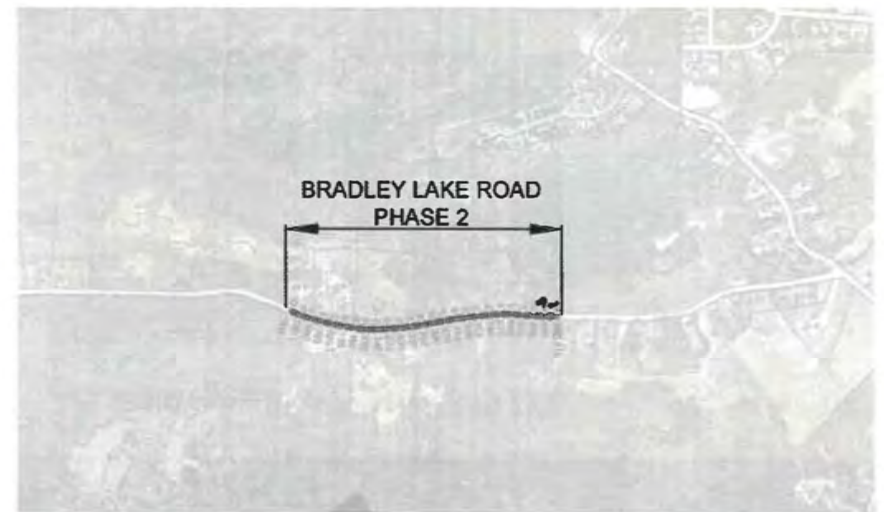
Cannon Rd APR 58 - \$190,000





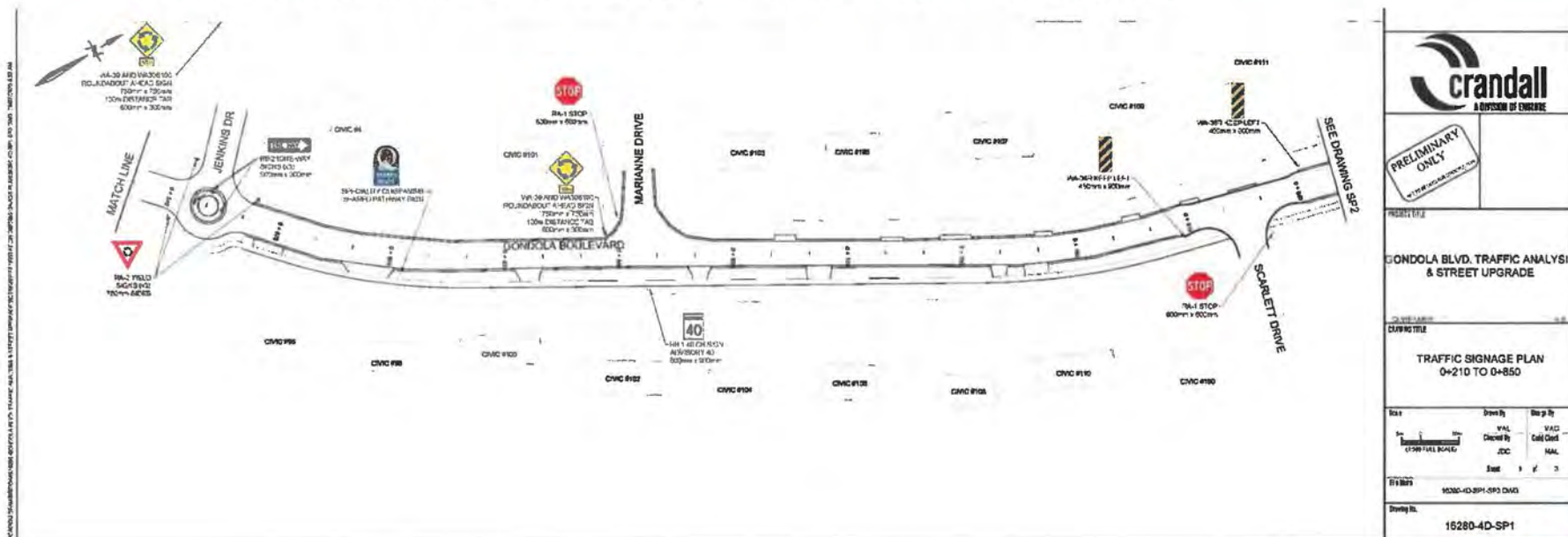
# CAPITAL OVERVIEW – STREET PROJECTS

Bradley Lake Road Resurfacing APR 52 - \$177,000



# CAPITAL OVERVIEW – STREET PROJECTS

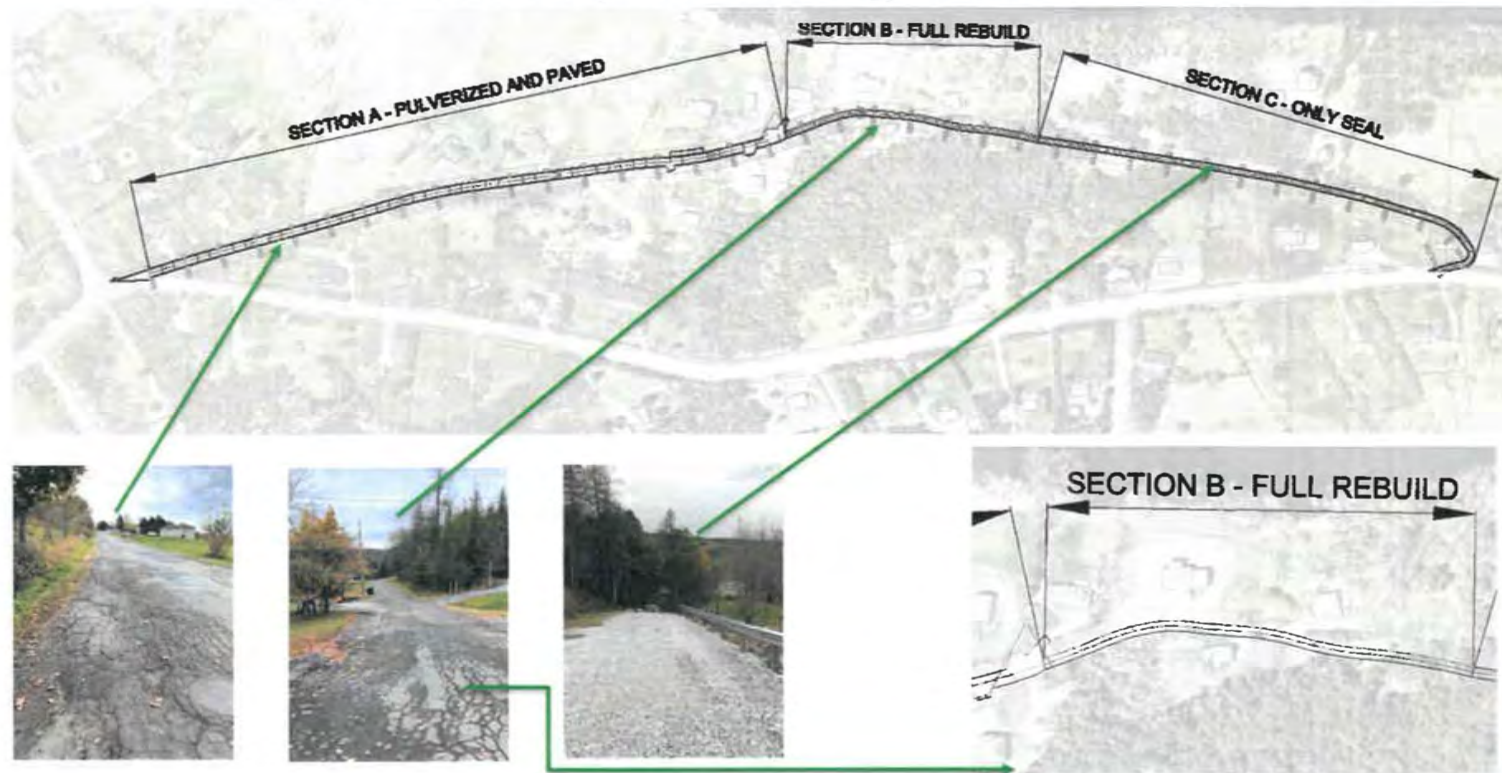
Gondola Boulevard Streetscape Phase 5/5 \$397,000





# CAPITAL OVERVIEW – STREET PROJECTS

Old Neck Road Extension ( with resurfacing) - \$210,000





# CAPITAL OVERVIEW – EQUIPMENT



Hot Asphalt recycler/Mixer \$100,000\*



2008 Engineering and Bldg Inspection 1/2 ton Pickups – 2 @ \$42,000



Sidewalk unit - \$150,000



Wheeled Excavator - \$100,000\*



Misc Traffic Control –  
Ped safety - \$15,000



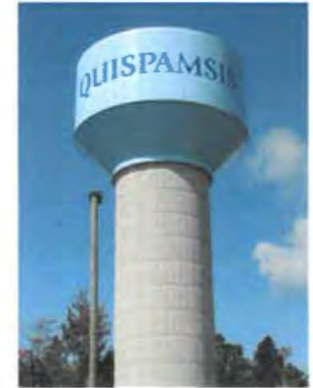
Storm Sewer - \$422,000 \*  
Loc Imp, Brook St, Cedar Ridge, Misc

\* Funds  
added to  
carry over  
from 2020



# QUESTIONS: ENGINEERING & WORKS?





## UTILITY

# 2021 GENERAL OPERATING AND CAPITAL BUDGET





# UTILITY BUDGET 2021 – COMPARISON

	2021	2020	\$ difference from 2020	% difference from 2020
Sewer Infrastructure	\$155,912	\$151,972	\$3,940	2.59%
Sewer Lift Stations	\$305,098	\$296,272	\$8,826	2.98%
Sewer Treatment	\$262,511	\$253,639	\$8,872	3.50%
Sub-Total	<b>\$723,521</b>	<b>\$701,883</b>	<b>\$21,638</b>	<b>3.08%</b>
Water Wellfields	\$6,250	\$6,250	\$0	0%
Water Treatment	\$46,400	\$46,400	\$0	0%
Water Pumping	\$47,268	\$47,051	\$217	0.46%
Water System	\$169,421	\$183,677	-\$14,256	-7.76%
Sub-Total	<b>\$269,339</b>	<b>\$283,378</b>	<b>-\$14,039</b>	<b>-4.95%</b>
Utility Administration	<b>\$686,585</b>	<b>\$601,251</b>	<b>\$85,334</b>	<b>14.19%</b>
<b>TOTAL</b>	<b>\$1,679,445</b>	<b>\$1,586,512</b>	<b>\$92,933</b>	<b>5.86%</b>



# UTILITY BUDGET 2021 – HIGHLIGHTS +/-

## Sewer Department

- No significant line item changes most divisions
  - Lift Station costs increase approx. +\$3 k for equipment repairs
  - Lagoon electricity costs increase approximately + \$4k
- Continuation of implementation recommendations of Gondola Point Rd WWPS study
  - Will see 2020 budget of \$1,900,000 for Roberts Lane WWPS upgrades carried into 2021. This includes pump station replacement and rerouting of forcemains
- Next Phase of WWPS upgrades slated for 2022



# UTILITY BUDGET 2021 – HIGHLIGHTS +/-

## Water Department

- No significant line item changes most divisions
- Water System - Millennium Dr +\$8k
  - Major pump Inspection and repair ( every 5-7yrs)
- Reviewing the submitted Water Distribution and Planning Study
  - Recommending phased in approach once Wastewater priorities addressed
  - Interim Capital will address Infrastructure or water quality issues





# UTILITY BUDGET 2021 – PROPOSED CAPITAL

## Sewer Department

- **Utility Capital - Fleet \$151,000**
  - Replace Hoist truck (2002) - \$95,000
  - Fleet half ton (proposed Electric) \$56,000
- **Utility Treatment**
  - Existing Infrastructure
    - Blower Building Roof - \$25,000
    - In-lagoon Aerator upgrades - \$10,000
    - Alternate Energy study EOI (Expression of Interest) – Net Zero Electricity - \$20,000

## Water Department

- **Distribution – Melanie Drive System – Pump treatment Upgrades**
  - To meet DOE condition of approval certificate. \$150,000
- **Distribution – Millennium Drive Water Tower Maintenance**
  - Interior and Exterior protective coating/painting - \$210,000
- **Meter Software Upgrade - \$14,000**



# QUESTIONS: UTILITY BUDGET



# ENGINEERING AND WORKS AND UTILITY FOCUS FOR 2021

- Establish and documentation of standard operating procedures (S.O.P.) for departments and identified activities.
- Continued use and familiarity with Work Order Management system, Q-1-1 and Citiworks to improve service delivery.
- Continue with next phases of Asset Management identified as Asset Inventory and Condition Assessments, look to establish Levels of Service goals.





# ASSET MANAGEMENT PLAN OVERVIEW

- An integrated process for managing municipal infrastructure
- Ensures delivery of quality and fiscally-responsible services.
- Considers the maintenance, rehabilitation and replacement of all municipal infrastructure
- Assists in managing risks and minimizing costs
- AM plan helps municipalities make informed, proactive infrastructure and budget decisions according to priorities and needs.

# ENGINEERING AND WORKS AND UTILITY AMP 2021

Continue with next phases of Asset Management

## Asset inventory

- What do we have, where is it?

## Condition Assessments

- What shape is it in? Is it still working well?
- When should it be repaired/replaced?

## Levels of service goals

- What is best way to use it to deliver acceptable/affordable service?



# ASSET MANAGEMENT – COUNCIL ROLE

- Council has Significant Role to play in determining “Strategic Vision” for community.
- Ensure Goals identified and sufficient resources to achieve desired Level of Service.



# ASSET MANAGEMENT – COUNCIL ROLE

- Council will be faced with adopting policies directly related to Strategic Vision
  - Strategic Plan
  - Master Transportation Plan
  - Master Recreation Plan
  - Master Stormwater Plan
  - Master Water Plan
  - Master Wastewater Plan

# QUESTIONS



# EXTERNAL SOURCES



Police



Fire



included in  
operating budget

911



Library



Regional Services and  
New Regional Economic  
Development Corp.



Waste Management



Comex

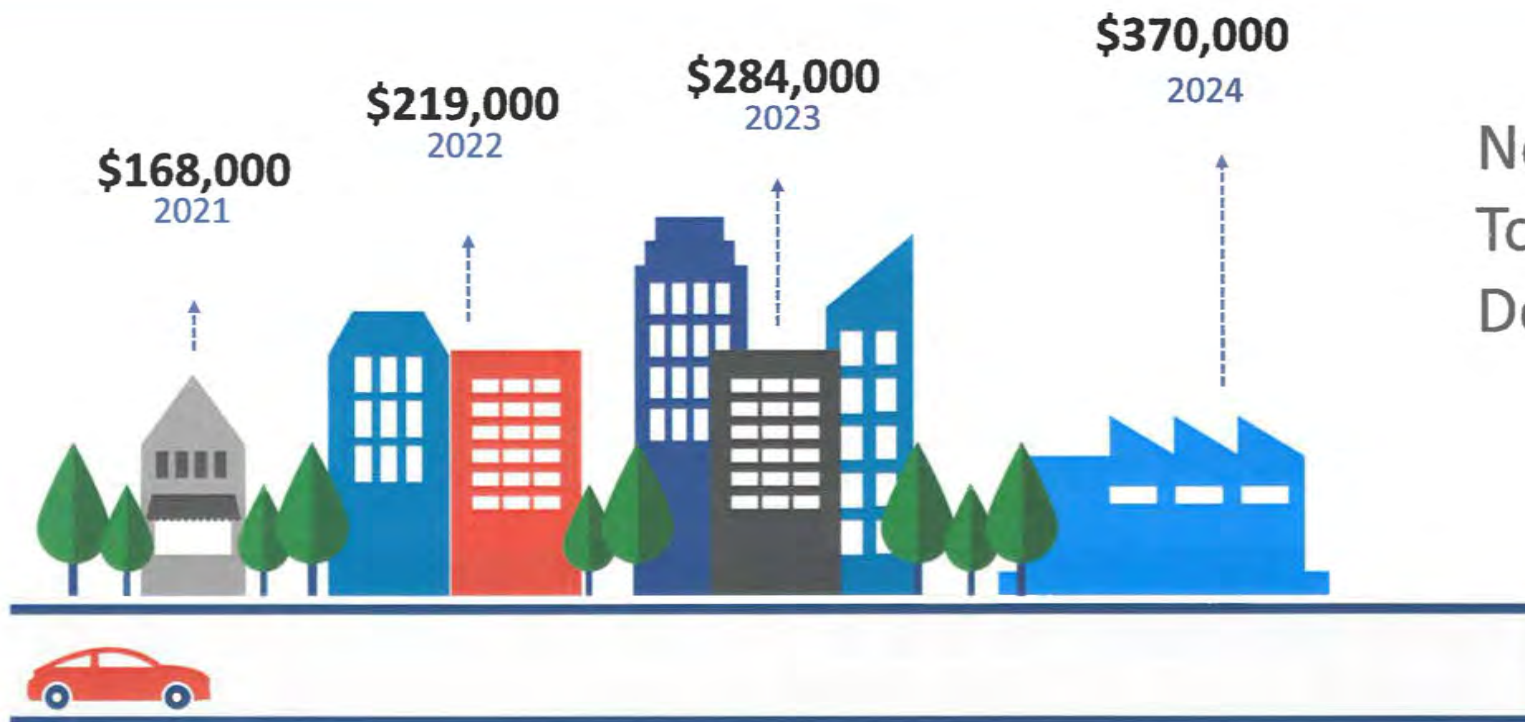


Civic Relations  
Sponsorships and Grants



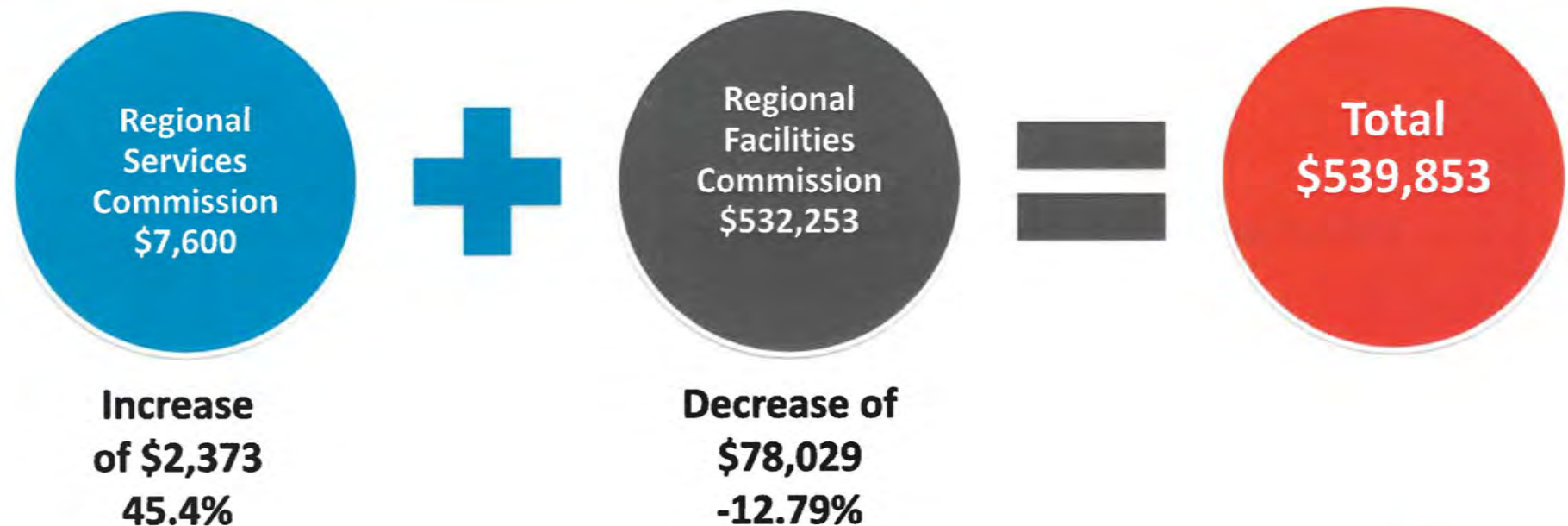


# NEW REGIONAL ECONOMIC DEVELOPMENT ORGANIZATION



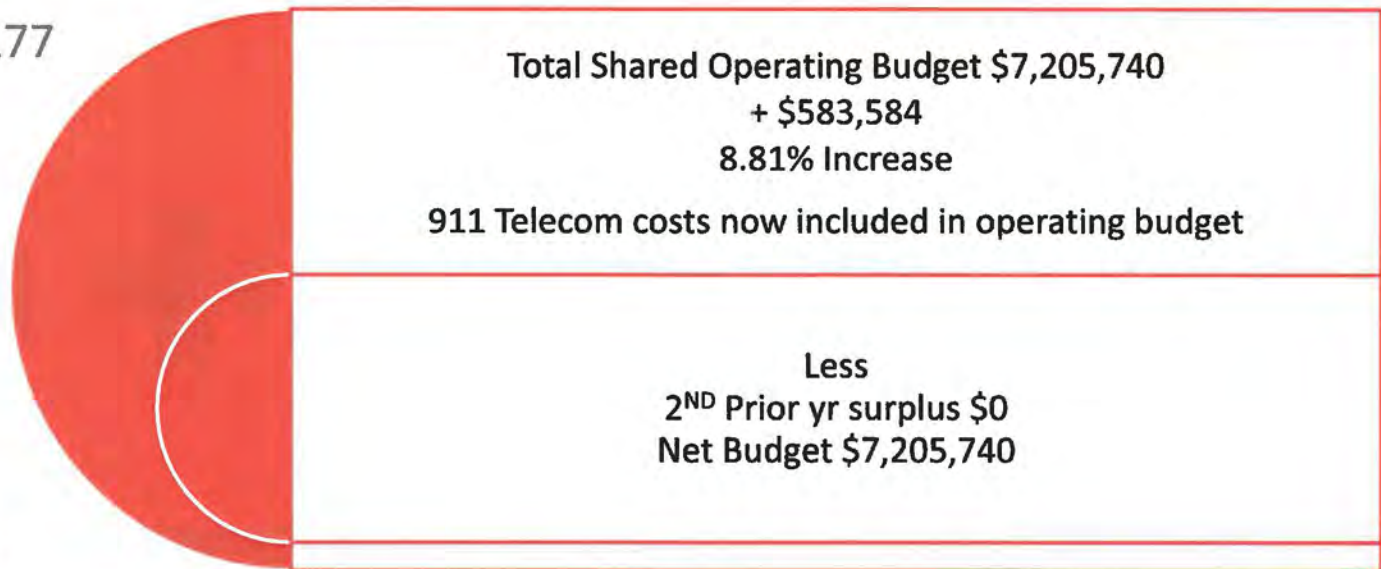
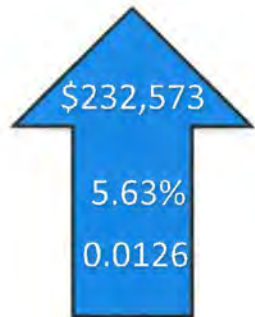
New investment  
Total Economic  
Development

# REGIONAL SERVICES AND FACILITIES



# PROTECTIVE SERVICES - POLICE

Town Budget \$4,364,177



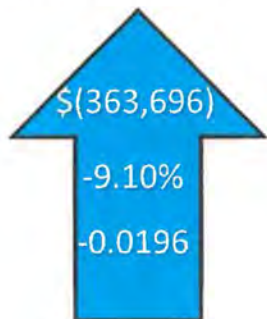
59.92% Town Share based on Population  
and Road Kilometers





# PROTECTIVE SERVICES - FIRE

Town Budget \$3,628,637

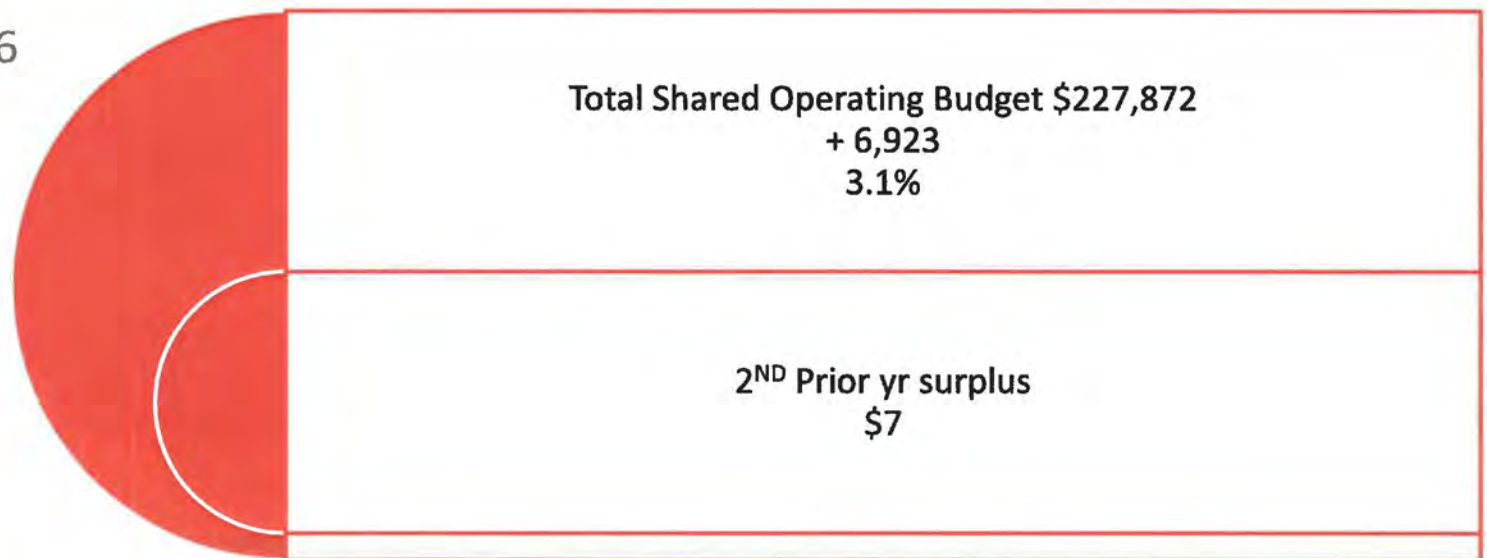
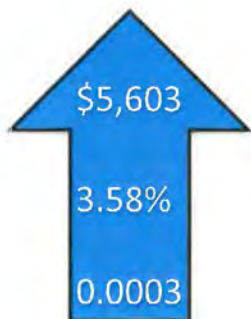


59.23% Town Share based and Population and Tax Assessment

Total Shared Operating Budget \$5,618,058 +\$302,616 5.80% increase 911 Telecom costs now included in operating budget
2 <sup>ND</sup> Prior yr surplus +\$145,730
Total Shared Capital \$333,000 -\$846,240 decrease

# KENNEBECASIS PUBLIC LIBRARY

Town Budget \$161,906



61.01% Town Share based on Population

Increase is related to the change in % in both operating and capital as per our agreement (Payments to Rothesay not the Library)



# WASTE MANAGEMENT

Budget \$1,113,405



- Garbage Collection \$ 655,550
- Tipping Fees \$ 435,355
- Town Dumpsters \$ 18,500
- Facility Recycling Prog. \$ 4,000





# PUBLIC TRANSIT - COMEX

Budget \$173,088



- Estimated (waiting on official number) increase to Saint John Transit services of 5% (\$7,227)



# CIVIC RELATIONS SPONSORSHIPS AND GRANTS

## Civic Relations

2021 Budget = \$32,860  
Decrease over  
2020 budget - \$15,458

# HOW DO WE STACK UP?

Municipality	Tax rate	Population
Quispamsis	1.3694 (2021)	18,245
Edmundston	1.6350	16,580
Riverview	1.5926	19,667
Miramichi	1.7399	17,537
Dieppe	1.6295	25,384





# UNEQUAL EQUALIZATION

Municipality	Core funding	Equalization
Quispamsis	\$115,092	\$0
Rothestay	\$131,193	\$0
Riverview	\$177,623	\$2,343,570



# What Does All This Mean?



# General Fund





# BUDGET SUMMARY

## PROPOSED GENERAL OPERATING FUND BUDGET - SOURCES OF CHANGES

	2021	2020	2021 \$ Change	Tax Rate Effect 2021	2021 % Change
<b>EXTERNAL SOURCES</b>					
Sub-Total All External Sources	10,160,610	10,231,540	-70,930	(0.0038)	-0.69%
<b>INTERNAL SOURCES</b>					
Sub-Total Internal before Capital	15,210,656	14,619,018	591,638	0.0320	4.05%
Proposed Capital Projects from Operating	1,476,136	934,136	542,000	0.0293	58.02%
Sub-Total Internal Expenditures	16,686,792	15,553,154	1,133,638	0.0612	7.29%
<b>Total Expenditures</b>	<b>26,847,402</b>	<b>25,784,694</b>	<b>1,062,708</b>	<b>0.0574</b>	<b>4.12%</b>
Unconditional Grant	115,092	114,304	788	0.0000	0.69%
Other Revenue	1,385,947	1,489,767	(103,820)	(0.0056)	-6.97%
Property Tax Warrant	25,346,363	24,180,623	1,165,740	0.0630	4.82%
<b>Total Revenue</b>	<b>26,847,402</b>	<b>25,784,694</b>	<b>1,062,708</b>	<b>0.0574</b>	<b>4.12%</b>
<b>TAX BASE</b>	<b>1,850,878,750</b>	<b>1,800,765,900</b>	<b>50,112,850</b>		<b>2.78%</b>
<b>TAX RATE CALCULATED</b>	<b>1.3694</b>	<b>1.3428</b>	<b>0.0266</b>		<b>1.98%</b>



# ASSESSMENTS

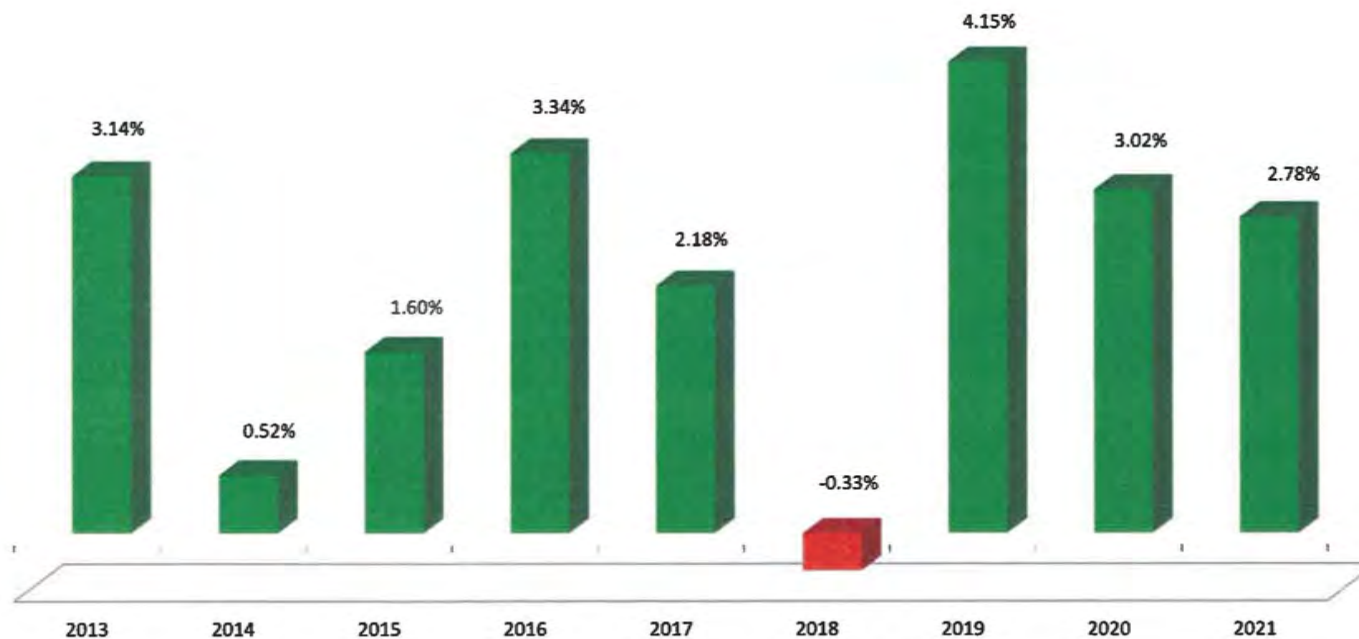
BUDGET ITEM	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Property Tax Rates	1.2070	1.2070	1.2200	1.2385	1.2485	1.2700	1.2800	1.2900	1.3183	1.3428	1.3694*
Tax Assessment Base	1,429,112,450	1,514,101,400	1,561,715,100	1,569,798,200	1,594,839,859	1,648,073,250	1,683,952,600	1,678,350,247	1,748,060,900	1,800,765,900	1,850,878,750
Total Warrant Revenue	17,249,387	18,275,204	19,052,924	19,441,951	19,911,576	20,930,530	21,554,593	21,650,028	23,045,312	24,180,623	25,346,363*
Assesment Base Growth	15.06%	5.95%	3.14%	0.52%	1.60%	3.34%	2.18%	-0.33%	4.15%	3.02%	2.78%
Total budget	19,693,098	20,733,731	21,249,214	21,603,147	21,885,257	22,687,026	23,072,154	23,584,213	24,907,197	25,784,694	26,847,402*
Budget Growth	8.69%	5.28%	2.49%	1.67%	1.31%	3.66%	1.70%	2.22%	5.61%	3.52%	4.12%*

\*Proposed Budget



# ASSESSMENT BASE GROWTH

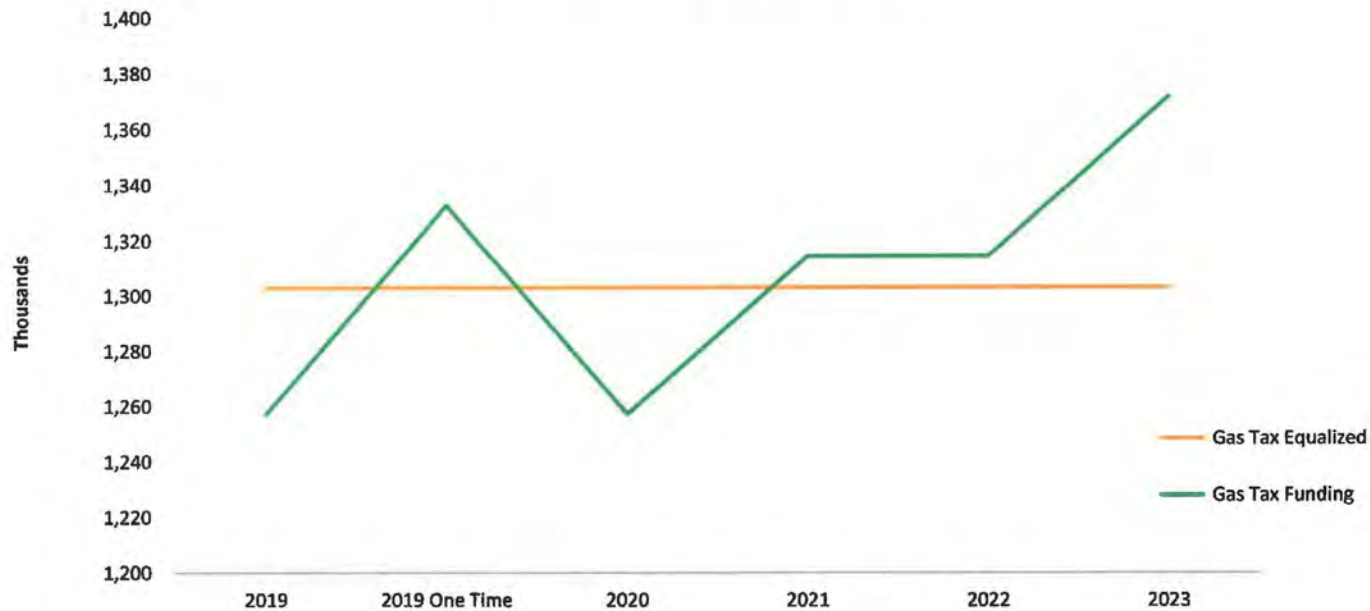
Assessment Base Growth





# GAS TAX FUNDING – 2019 - 2023

Gas Tax Funding 2019 - 2023



Gas Tax Payments

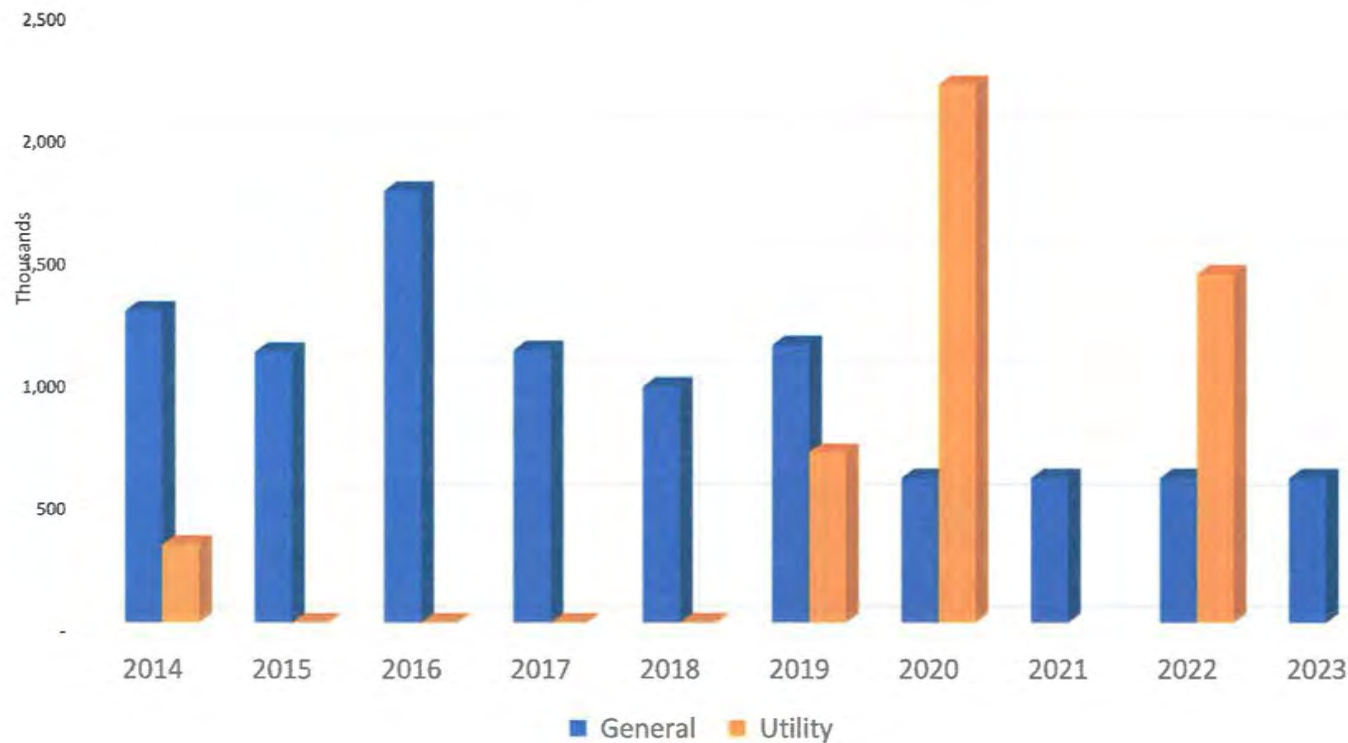
2019	\$1,257,264
2019 Top Up	\$1,332,542*
2020	\$1,257,264
2021	\$1,314,412
2022	\$1,314,412
2023	\$1,371,561

\*not included in equalized



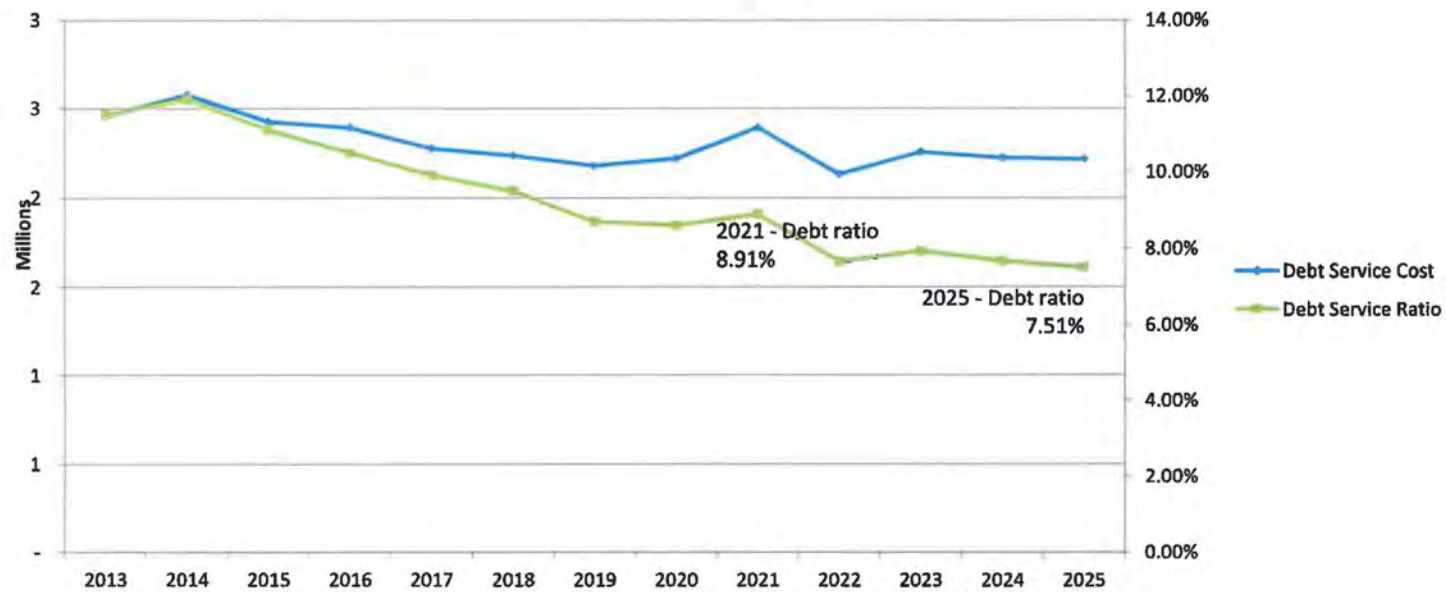
# GAS TAX SPENDING TREND

General & Utility Gas Tax Spending



# FISCAL SERVICES

Debt Service Cost and Ratio





# FISCAL SERVICES

	2021 Budget	2020 Budget	\$ Change	% Change
Principal Installments	1,966,121	1,721,093	245,028	14.2%
Interest on Long Term Debt	380,296	449,648	(69,352)	-15.4%
Other charges and discounts	55,135	54,915	220	0.4%
<b>TOTAL DEBT SERVICE COST</b>	<b>2,401,552</b>	<b>2,225,656</b>	<b>175,896</b>	<b>7.9%</b>
Transfers To Operating Reserve Funds	185,757	255,100	(69,343)	-27.2%
Transfers To Capital Reserve Funds	116,000	116,000	-	-
Transfers To General Capital Fund	1,476,136	934,136	542,000	58.0%
<b>TOTAL FISCAL SERVICES</b>	<b>\$ 4,179,445</b>	<b>\$ 3,530,892</b>	<b>\$ 648,553</b>	<b>18.4%</b>

# FISCAL SERVICES – LONG TERM DEBT

Outstanding Debentures	Original Amt	2021	2022	2023	2024	2025
BE14 May 27, 2021 (\$12,240,000) 15 yrs	12,240,000	955,427	987,534	987,534	987,534	987,534
BF19 Nov 22, 2026 (2,600,000) 15 yrs	2,600,000	471,600	paid	paid	paid	paid
FCM 10092 May 28, 2027 (\$2M) 15 yrs	2,000,000	153,566	153,830	154,035	154,180	154,264
BJ21 Nov 20, 2033 (\$3564,000) 20 yrs	3,564,000	285,080	283,679	284,705	218,355	217,767
BL23 Dec 8, 2034 (\$402,000) 20 yrs	402,000	28,198	27,727	28,220	27,657	28,064
BP18 Dec 7 2023 (\$428,000) 7yrs	428,000	66,165	65,913	66,483	paid	-
BR19 Dec 12 2032 (\$750,000)	750,000	62,480	62,485	62,399	62,220	61,968
BX16 - 2020 May 2035 (\$1,016,000) 15 years	1,016,000	79,710	79,106	79,404	79,596	78,688
Capital leases	131,466	3,227	paid	-	-	-
Estimate of 2021 interest on borrowing		81,417				
Est interest on refinancing of BE14		67,623				
Road Construction Transfer to Utility	809,320	91,923	91,923	91,923	91,923	paid
<b>Total Present Long-Term Debt Cost</b>		<b>2,346,416</b>	<b>1,752,198</b>	<b>1,754,703</b>	<b>1,621,465</b>	<b>1,526,286</b>
<b>Potential New Debt</b>						
Meenan's Cove Beach House Reno 15 yrs	1,383,000		110,660	110,660	110,660	110,660
2021 Street Capital	1,239,000		99,138	99,138	99,138	99,138
<b>Total Present Long-Term Debt Cost</b>		<b>2,346,416</b>	<b>1,961,996</b>	<b>1,964,501</b>	<b>1,831,263</b>	<b>1,738,084</b>



# RESERVE FUNDS

2020 Transactions	General Operating	General Capital	Utility Operating	Utility Capital	Utility Capital Repl. & FC	LPP
<b>Opening Balance</b>	<b>766,811</b>	<b>1,307,314</b>	<b>135,368</b>	<b>684,700</b>	<b>540,138</b>	<b>131,065</b>
Estimated interest earned in 2020	12,576	21,440	2,220	11,229	8,858	2,149
Budget Contributions per 2020 budget	255,100	116,000		69,912	45,661	2,250
Additional Transfers for 2020 Capital not completed by yearend				250,000		
<b>Sub-Total</b>	<b>1,034,487</b>	<b>1,444,754</b>	<b>137,588</b>	<b>1,015,841</b>	<b>594,657</b>	<b>135,464</b>
<b>Less: Withdrawals Scheduled for Projects</b>						
Squire Drive Roundabout		(400,000)				
<b>Closing Balance December 31, 2020</b>	<b>1,034,487</b>	<b>1,044,754</b>	<b>137,588</b>	<b>1,015,841</b>	<b>594,657</b>	<b>135,464</b>
2021 Transactions	General Operating	General Capital	Utility Operating	Utility Capital	Utility Capital Repl. & FC	LPP
Budget Contributions per 2021 budget	185,757	330,131		102,222	45,834	
<b>Less: Withdrawals Scheduled for 2021</b>	<b>(131,500)</b>	<b>(5,000)</b>			<b>(35,000)</b>	
Utility Building				(600,000)		
<b>Closing Balance December 31, 2021</b>	<b>1,088,744</b>	<b>1,369,885</b>	<b>137,588</b>	<b>518,063</b>	<b>605,491</b>	<b>135,464</b>



# OPTIONS

**DECREASE  
OPERATING  
EXPENDITURES**  
– Cuts

**DECREASE  
CAPITAL  
EXPENDITURES**  
- Cuts

**BORROW TO  
FINANCE  
CAPITAL**

**INCREASE  
PROPERTY TAX  
RATE**  
1 Cent =  
\$185,088

**WITHDRAWAL  
FROM  
RESERVE  
FUNDS**

# QUESTIONS ON GENERAL FUND



# Utility Fund



# UTILITY OPERATING BUDGET

Utility Revenue	2021	2020	\$ change	% change
<b>Total Water User Fee Revenue</b>	<b>266,369</b>	<b>250,645</b>	<b>15,724</b>	<b>6.3%</b>
<b>Total Sewer User Fee Revenue</b>	<b>2,830,381</b>	<b>2,697,176</b>	<b>133,205</b>	<b>4.9%</b>
Surplus from 2nd Previous Year	25,947	7,349	18,598	253.1%
Transfer from General Operating	91,923	91,923	0	0.0%
Water Transfer Costs	111,529	111,529	0	0.0%
Other Revenue	115,691	87,644	28,047	32.0%
<b>Total Other</b>	<b>345,090</b>	<b>298,445</b>	<b>46,645</b>	<b>15.6%</b>
<b>GRAND TOTAL REVENUE</b>	<b>3,441,840</b>	<b>3,246,266</b>	<b>195,574</b>	<b>6.0%</b>

# UTILITY OPERATING BUDGET

Expenditures	2021	2020	\$ change	% change
Water	269,339	283,378	-14,039	-5.0%
Sewer	723,521	701,883	21,638	3.1%
Administration	686,585	601,251	85,334	14.2%
Fiscal Services	1,069,339	1,096,181	-26,842	-2.4%
Reserve Funds	148,056	115,573	32,483	28.1%
Capital via Operating	545,000	448,000	97,000	21.7%
<b>TOTAL UTILITY EXPENDITURES</b>	<b>3,441,840</b>	<b>3,246,266</b>	<b>195,574</b>	<b>6.0%</b>

# UTILITY FISCAL SERVICES

	2021 Budget	2020 Budget	\$ Change	% Change
Principal Installments	657,000	670,081	(13,081)	-2.0%
Interest on Long Term Debt	349,814	363,972	(14,158)	-3.9%
Utility Contribution to GRF Long Term Debt	8,953	8,947	6	0.1%
Other charges and discounts	53,572	53,181	391	0.7%
<b>TOTAL DEBT SERVICE COST</b>	<b>1,069,339</b>	<b>1,096,181</b>	<b>(26,842)</b>	<b>-2.4%</b>
Capital From Operating	545,000	448,000	97,000	21.7%
Transfer to Equip Replacement & FC	45,104	44,872	232	0.5%
Transfers To Capital Reserve Fund	102,952	70,701	32,251	45.6%
<b>TOTAL FISCAL SERVICES</b>	<b>1,762,395</b>	<b>\$ 1,659,754</b>	<b>\$ 102,641</b>	<b>6.2%</b>



# UTILITY RATES

- Council should consider the sustainability of the rates, as we know we will need significant funding in the future as per Asset Management and future expansion
- Growing the rate now provides funding for current and future utility projects
- Budget was prepared with rate increases of:
  - 3.07% increase to sewer rates (\$15.00)
  - 2.97% increase to water user fixed rate (\$7)
  - 3.00% on water consumption fees

# QUESTIONS ON UTILITY FUND



# TOTAL BUDGET DISCUSSION

## 2021 Tax Rate Tracking

