QUISPAMSIS TOWN COUNCIL

SPECIAL MEETING

MINUTES

November 23, 2019, 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. Proposed 2020 Town of Quispamsis Budget

2020 Proposed Budget Package for Council Review

Moved By Councillor Thompson
Seconded By Councillor Loughery

The agenda be approved as prepared.

Motion Carried

1.1 Staff Presentations:

1.1.1. Summary of the 2020 Proposed Budget Susan Deuville, Chief Administrative Officer – (See Budget Presentation Attached)

Ms. Deuville acknowledged the theme of the coming year's budget is based on 'Sustainability', highlights included:

- The new Asset Management Plan indicates $7.6m is required for immediate repairs and replacements of the Town's 2 percent of assets deemed to be in 'very poor' condition.
- External sources is growing faster than the Town's tax base assessment and general operating budget. The overall 27% increase to the proposed 2020 budget -
  - Represents 77% - External including garbage;
  - Represents 59% - External without garbage;
  - Represents 8% - Internal increases.
- Growth projection was 3%; Province has confirmed 2020 tax base is 3.02%.
- Gas Tax Spending Trend – focused on Utility Projects vs. Transportation.
- The Grant Thornton Performance Audit Review highlights three main recommendations for 2020 budget consideration

  1. Development of a Strategic Plan, $50,000; (Independent 3rd party Facilitator);
  2. Continuous Improvement Efforts, $10,000;
  3. Additional Staffing – Three (3) New Positions, ($185,000 based on a 10 month period/approximately $61,000 for each position -
     a. Planning,
     b. qplex Asst. Operations Supervisor,
     c. Parks & Facilities Contracts Supervisor.

While Council Members just received the draft Grant Thornton Performance Audit Review earlier in the week, Members expressed their desire to receive the full presentation from Grant Thornton prior to confirming a decision on the three positions. It was noted Grant Thornton is expected to make their final Audit Report presentation to Council in December.

1.1.2. Proposed 2020 Community Services General & Capital Budgets -Dana Purton Dickson, Community Services Director - (See Budget Presentation Attached)

Community Services Proposed 2020 General Operating Budget Highlights include -

- Revenues
    - Proposed 5% Facility Rate increase – recommended by Finance Committee;
    - Reduction in revenue at qplex due to ice removal for 7 weeks; Meenan's Cove Beach House closed January 1, 2020 for renovations; and Forest School being relocated to Saint John.
- Increases – The new 3 year janitorial contract is $195,000 per year, an increase from the current janitorial contract of $105,000 per year.
- Community Services Capital-
    - Signage & Shouldering of QR Trail - $20,000;
    - Meenan's Cove Upgrades - $1,585,000 to $2,604,958 depending on chosen option;
    - Active Transportation – Mountain Bike Trail Development - $20,000;
    - qplex – Rink Boards - $45,000;
    - qplex Structural Fire Proofing - $42,000;
    - qplex South Parking Lot Repairs - $200,000;
    - qplex Engineered Solutions for Dissipating Heat in Summer – fluid cooler/pool heat - $25,000;
    - qplex Wireless Area Network - $20,000;
    - QMA Parking Lot Repairs – Year 2 of 3 - $45,000;
    - QMA Compressor #2 Overhaul - $15,000;
    - QMA Brine Header Trench Pipe - $13,000
    - QMA – Electric Hot Water Tanks Replacement (3) - $25,000;
    - qplex & QMA Energy Audits/Monitoring - $15,000;
    - Replace 2008 Honda Civic Car with electric - $45,000;
    - Replace 2010 GMC 1500 truck - $35,000.

Council Comments -

- Meenan's Cove Park Restoration – Some Members felt construction costs and architectural fees are too rich for a modest design renovation. It was noted Council will need to determine amount to include in this year's budget for this project and can decide on the design later. It was also noted the requirements for constructing a public building differs from a residential building.
- 2019/2020 Flood Mitigation Berm costs of $147,938 (includes HST), was not part of the original Civic Center/Firestation proposal as the Town, at that time (2017), had not experienced the spring freshet

flooding that occurred in the spring of 2018 and 2019. Staff are recommending to include the $147,938 transfer from the General Capital Reserve in 2019, and decrease the transfer amount by the Provincial funding amount, once known.

- Councillor Miller stated the Finance Committee is recommending the removal of resurfacing the qplex and the QMA parking lots in 2020, total $245,000.
- Members acknowledged the qplex debenture will be paid in 2026.
- Suggestion that, when feasible, whole projects be completed in one year. The $20,000 proposed for shouldering of the Q/R trail is required as the Q/R trail is also the sewerage utility easement for the Ritchie Lake collector project and needs to be accessible to potentially support utility vehicles.

Councillor Rioux expressed his disappointment with the following four items;

1. Lack of activity/rentals in qplex conference centre;
2. High number of staff required at qplex due to its technical nature;
3. Cool pool temperatures; original concept was to use the geothermal heat collected from the ice surface to heat pool but it hasn't worked properly;
4. Large deficit of qplex.

Special Meeting adjourned for a 10 minute recess. (10:30 am)

1.1.3. Proposed 2020 Engineering, Works & Utility General & Capital Budgets - Gary Losier, Engineering & Works Director - (See Budget Presentation Attached)

Mr. Losier provided to Council an overview of the proposed Engineering & Works Budget as per the attached presentation, with following highlights:

- Transportation, Environmental Development and Protective Services (Building Inspection & Animal Control) represents 19.04% of Town's overall Budget, and reflects a 4.24% increase over 2019.

- Proposed 2020 budget is based on similar service level goals and trends from 2019, with the largest single line increase of $39,000 due to outside winter snow contracts.

- Support of Comprehensive Asset Management Plan – GIS includes integration and communication and implementation of revision to Town standards.

- Asphalt Resurfacing tender averaging approximately 6 km per year.

- Mr. Losier explained Brook Street did not get completed in 2019 as this project, mostly because of the significant drainage component to it, would have put the Town overbudget. The funding was instead applied to expand existing street capital, taking advantage of the good asphalt unit prices. Brook Street has been moved to this coming 2020 year. Going forward, affected residents and Council, will be made aware of any subsequent changes to previously approved street capital programs, he noted.

- An acknowledgement that it is a philosophical decision of Council to either do several smaller linear sections of street upgrading vs. completing whole projects all at once.

- No street upgrades planned for Gondola Point Road until after the Gondola Point pump station projects are completed, which will be year 2022 or beyond.

- Consideration for street light installation on section of Quispamsis Road going down the hill towards qplex as very dark.

- Queensbury Drive Traffic Calming for 2020 to include temporary road narrowing de-linear posts, which will then be analysed in comparison with the 2019 placement of temporary speed bumps and recommendations to determine effectiveness, and a recommendation will then be submitted to Council as to the best permanent traffic calming solution for this street

Meeting adjourned for a 20 minute lunch break, and resumed at 12:10 p.m.

Proposed 2020 Utility General Operating and Capital Budgets
(Presentation Attached)

The Director of Engineering and Works highlighted the proposed 2020 Utility Budget –

- No significant line item changes;
- Lift Station costs increase of $10,000 for electricity costs;
- Budgeted $1,900,000 for Roberts Lane WWPS upgrades
    - Includes pump station replacement and rerouting of forcemains;
    - $1,750,000 funding from Gas Tax with next phase of the WWPS upgrades scheduled for 2022.
- Utility Capital Building - $100,000 – A Net 0 Energy Efficient Design;
- In a future year, may consider a business case to install a solar farm to power the needs of the Longwood Wastewater Treatment Plant due to high electricity costs;
- Majority of Gas Tax Funds focused on Utility Capital;
- In 2020 will be upgrading the Roberts Lane pump station, then in 2022, will replace the Buckley Lane pump station, and from there, every second year, one of the three remaining pump stations along the Gondola Point Road will be replaced.
- The 2020 upgrade to Roberts Lane lift pump will divert the sewer flows away from the Gondola Point pump stations, and flow directly to the Longwood lagoon.
- Noted the recently completed CBCL water study indicates it will cost $126 million, over a 12 phase program, to install municipal water in the current municipal sewer serviced part of the Town. Haven Court Water Main Expansion in the Sunset Drive/Haven Court to Williams Court area is proposed for 2020 for $450,000.

In closing, Mr. Losier stated the Engineering, Works and Utility focus for 2020 will be to-

- Establish and document standard operating procedures for Departments and Identified Activities;
- Continued use and familiarity with work order management system, Q-1-1 and Citiworks;
- Continue with next phase of Asset Management identified as asset inventory and condition assessments, look to link with levels of service goals.

  Asset Management provides an integrated process for managing municipal infrastructure and helps municipalities make informed, proactive infrastructure and budget decisions according to priorities and needs.

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

Mr. Losier was thanked for his presentation.

1.1.4 Proposed 2019 Budgets from External Sources (Regional Services) - Susan Deuville, Chief Administrative Officer

- New Regional Facilities Sharing Model – CAO Deuville reported recent information indicates the Regional Facilities Operating budgets for 2020 will be paid for by the regular partners and further, will include Hampton, St. Martins and the 10 Local Service Districts. Because of this, an estimated 2020 savings is expected of $96,000; however, all of these same municipalities will be expected to contribute to the capital costs of the regional facilities in 2021, which will likely be a significant cost increase.

- Regional Services Commission (-46.02%), Regional Facilities Commission and Economic Development Greater Saint John, (EDGSJ) (-2.5%); Quispamsis' total share - $727,642.
- Kennebecasis Regional Police Force – Quispamsis' share (59.86%), $4,008,052; increase of 8.57% over 2019;
- 911 Service – Quispamsis' share, $245,304; increase of 5.54% over 2019;
- Kennebecasis Valley Fire Department – Quispamsis' share (59.24%), $4,086,542 – increase of 10.77% over 2019.
- Kennebecasis Public Library – Quispamsis' share, (61.01%), $156,303; a 16.62% increase over 2019.
- Waste Management – Budget $1,030,795; a 3.43% increase over 2019; (Four year contract starts January 1, 2020.
- Public Transit – Comex – Budget, $172,270; a 1.5% increase over 2019 with slight increase in ridership.
- Civic Relations – Sponsorships - Grants totals 70,618; a decrease of $12,450 over 2019.

Decisions of Council –

CONCENSUS – Grant Thornton – Recommended Staffing Positions - Leave $61,000 for each of the 3 positions for the 10 month term in the proposed 2020

budget as a placeholder for a final decision of Council pending Grant Thornton's presentation of the final performance audit report.

CONCENSUS – New Regional Facilities Sharing Model – Leave the estimated 2020 savings of $96,000 in the budget as a result of new contributions from Hampton, St. Martins and 10 LSDs.

CONCENSUS (6-1) – Meenan's Cove Beach House Restoration – Leave the full $1.883 m in the 2020 budget, and Council can subsequently discuss more in dept and come up with a design within the parameters of the budgeted amount.

Asphalt Top Coat - qplex Parking Lot -

Moved By Councillor Miller
Seconded By Councillor Luck

Remove the $200,000 from qplex parking lot from 2020 budget – brings tax rate down to 1.3658.

Motion Carried

Quispamsis Memorial Arena – Phase 2 of 3 – Parking Lot Resurfacing

Moved By Councillor Miller
Seconded By Deputy Mayor O'Hara

Remove the $45,000 to pave the QMA (Ph. 2 of 3), parking lot, brings tax rate down to 1.3633.

Against (4): Deputy Mayor O'Hara, Councillor Olsen, Councillor Rioux, and Councillor Thompson

Motion Defeated

Fire Station No. 2

Moved By Councillor Miller
Seconded By Councillor Olsen

Remove the $214,131 from Fire Station Capital as next year will have sufficient amount.

Motion Carried

Round-About – Squire Drive/Route 119/Alma Lane

Moved By Councillor Miller
Seconded By Councillor Luck

Council authorize taking $400,000 from the Capital Reserve Fund vs the $200,000 originally planned from Reserve and $200,000 be taken from the General Operating Fund.

Motion Carried

Quispamsis Memorial Arena – Parking Lot Project

Moved By Councillor Luck
Seconded By Deputy Mayor O'Hara

Add $50,000 to QMA parking lot project to complete Phases 2 and 3 in 2020.

Tax rate now at 1.3456

Against (1): Councillor Miller

Motion Carried

1.1.5 Krista Brandon, Town Treasurer, Final Budget Summary & Comments

The Town Treasurer summarized the proposed 2020 budget, noting -

- The median average household assessed at $247,145 will pay an additional $145 on property tax.
- The Town's General Fund debt ratio will drop to 8.4%
- The cost of borrowing $1m based on the current average interest rate of 3.20% over a 15 year term costs $85,000 per year.
- Utility Fund debt ratio is 38%.
- Proposed Sewer Utility Rate Increase from $448 annually to $488 annually – an 8.93% increase.
- Proposed Water Utility Fixed Rate Increase from $216 annually to $236 annually; metered up to 96 cm from $0.874 to $0.9614; and over 96 cm from $1.384 to $1.5224 – a 10% increase.

Comparison of Municipal Water & Wastewater Rates - 2019

Riverview	Water Rate, $482, Wastewater Rate, $414
Rothesay	Water Rate, $510, Wastewater Rate, $370
Quispamsis	Water Rate, $417, Wastewater Rate, $448

Summary of Changes Made to Proposed 2020 Budget

➢ Decrease in Comex – from 6% increase to 1.5% increase	$ -6,409
➢ Arts & Culture Park stage painting	15,000
➢ Change in Assessment from estimate 3% to actual 3.02%	3,602
➢ Increase to Community Funding & Equalization Grant	3,957
➢ Increase in Cost of Assessment	3,443
➢ Changes to salary plan from detailed final analysis	-4,524
➢ Increase to Fire based on new tax base % less decrease in cap adjustment to Rothesay	-2,641

Council Discussion Changes:

➢ Remove qplex overflow parking lot – top coat asphalt	-200,000
➢ Remove preparation for Fire Station 2	-214,131
➢ Take an additional $200,000 from Reserve to fund Squire Drive Roundabout	-200,000
➢ Add $50,000 to finish Phase 2 & 3 of QMA Parking Lot paving	50,000

Results in Tax Rate of **1.3456**; and a Revised Net Budget Amount of $25,825,971

2. Finance Committee Meeting Minutes

Moved By Councillor Thompson
Seconded By Deputy Mayor O'Hara

The November 1st and November 14th Finance Committee Meeting Notes be received and filed.

Motion Carried

3. Province of New Brunswick Documents

3.1 PNB - 2020 Tax Bases & Community Funding & Equalization Grant

Moved By Councillor Rioux
Seconded By Councillor Luck

Receive and filed.

Motion Carried

3.2 SNB Assessment & Tax Base Comparisons - Quispamsis

Moved By Councillor Rioux
Seconded By Councillor Miller

Receive and file.

Motion Carried

4. Adjournment

Mayor Clark thanked the Finance Committee and Town Staff for their efforts in preparing the proposed 2020 Budget, noting the final draft will come back before Council for consideration of approval at the December 17, 2019 Regular Meeting.

Councillor Loughery requested, for future Budget Meetings, the Finance Committee recommendations be highlighted in point form for Council's review, and budget documents be forwarded to Council a week in advance of the Budget Meeting.

Moved By Councillor Thompson
Seconded By Councillor Rioux

Special Meeting adjourn to the December 3, 2019 Regular Meeting.

Motion Carried

X _____
Gary Clark
Mayor

X _____
Catherine P. Snow
Clerk

Attachments – Proposed 2020 Budget Presentations

QUISPAMSIS AMALGAMATED 1998

BUDGET 2020



QUISPAMSIS

There Is No Other


VISION
Quispamsis is a forward-thinking community where families enjoy a safe, friendly and active lifestyle surrounded by a beautiful, natural environment.
QUISPAMSIS
There is No Other

2019 YEAR IN REVIEW



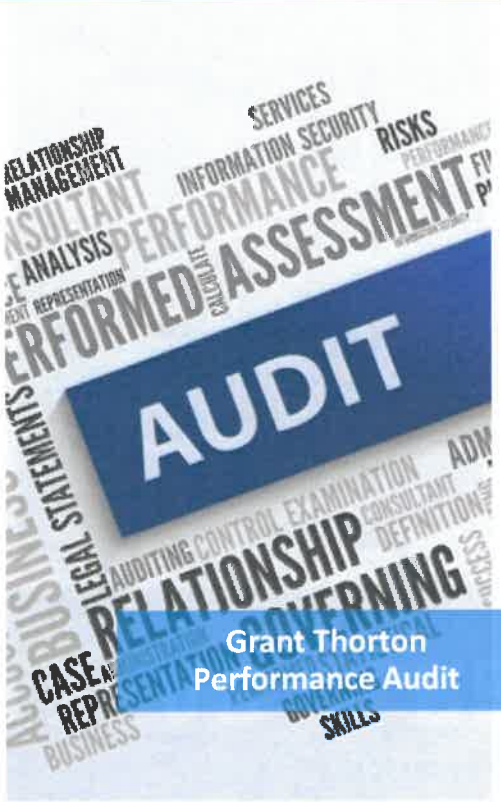
Spring Freshet Flood 2019



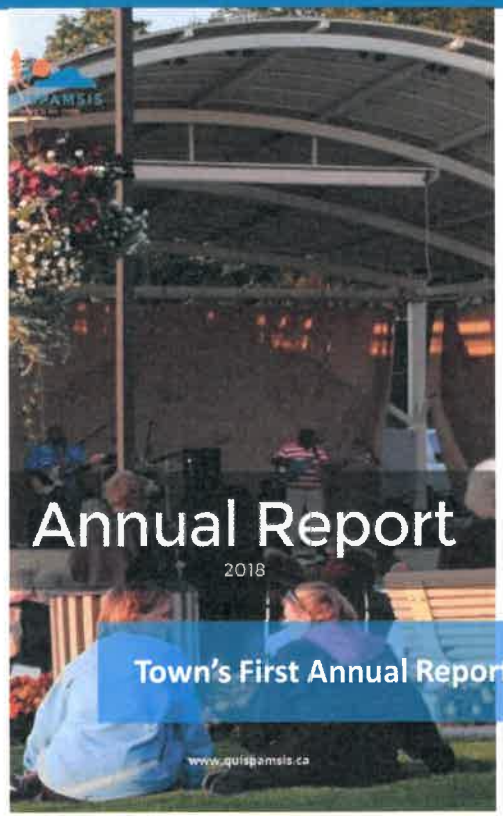
Animal Control Education Initiative

QUISPAMSIS
There is No Other

2019 YEAR IN REVIEW



Grant Thorton Performance Audit



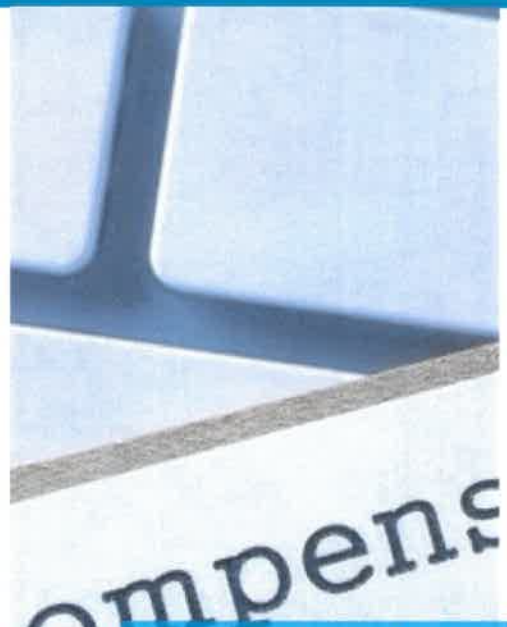
Town's First Annual Report

QUISPAMSIS
There Is No Other

2019 YEAR IN REVIEW



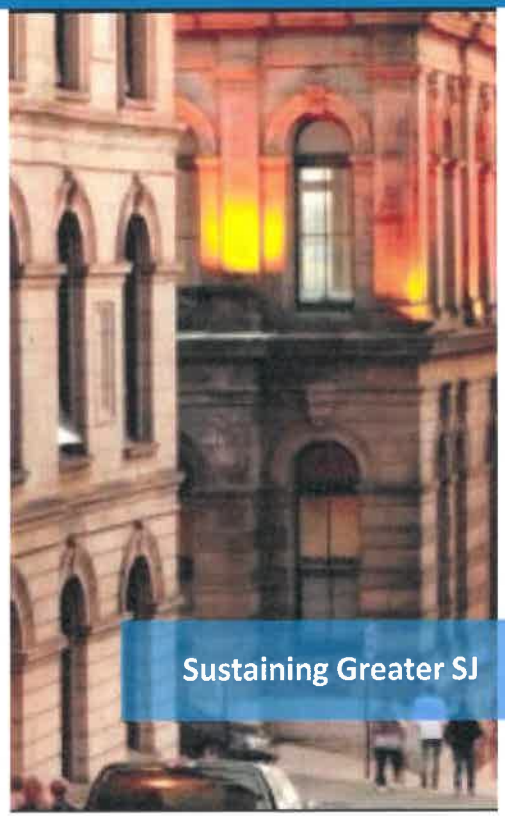
Contract Negotiation CUPE Collective Agreement



Non Bargaining Compensation Review

QUISPAMSIS
There is No Other

2019 YEAR IN REVIEW



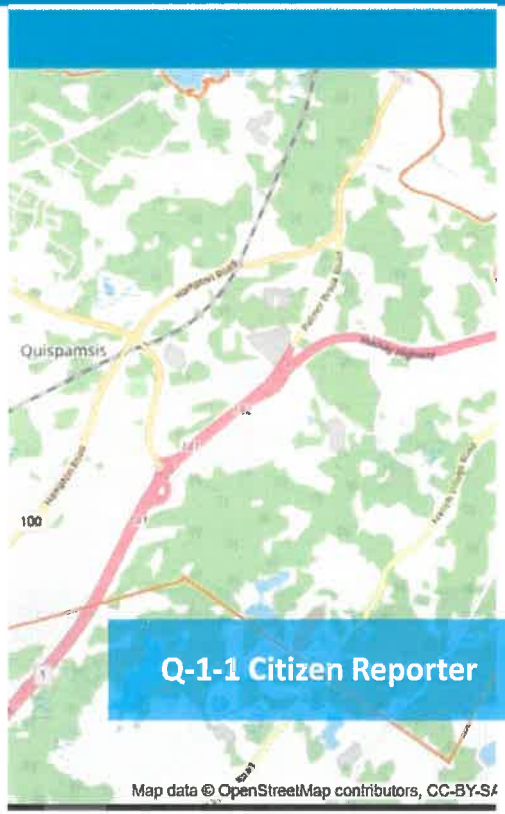
Sustaining Greater SJ



Dog Friendly Workplace Pilot

QUISPAMSIS
There Is No Other

2019 YEAR IN REVIEW



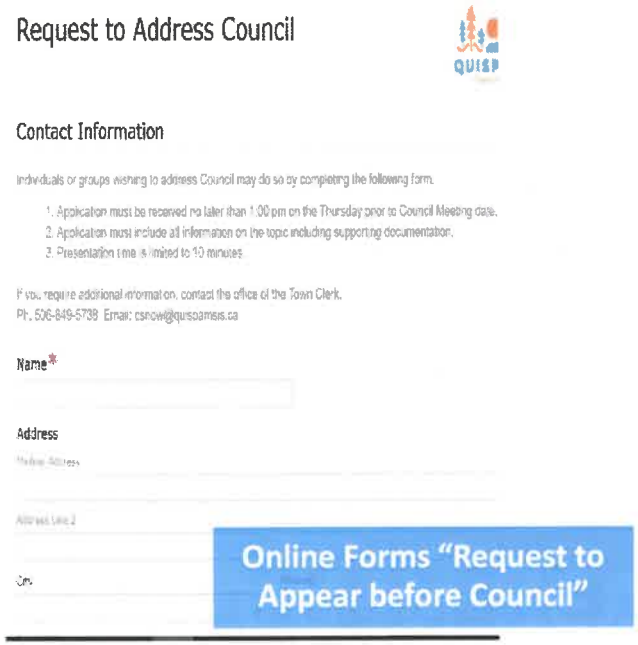
Q-1-1 Citizen Reporter



Phone cost savings – Landline Elimination

QUISPAMSIS
There is No Other

2019 YEAR IN REVIEW



Request to Address Council

Contact Information

Individuals or groups wishing to address Council may do so by completing the following form.

1. Application must be received no later than 1:00 pm on the Thursday prior to Council Meeting date.
2. Application must include all information on the topic including supporting documentation.
3. Presentation time is limited to 10 minutes

If you require additional information, contact the office of the Town Clerk.
Ph. 506-849-5738 Email: csnow@quispamsis.ca

Name*

Address

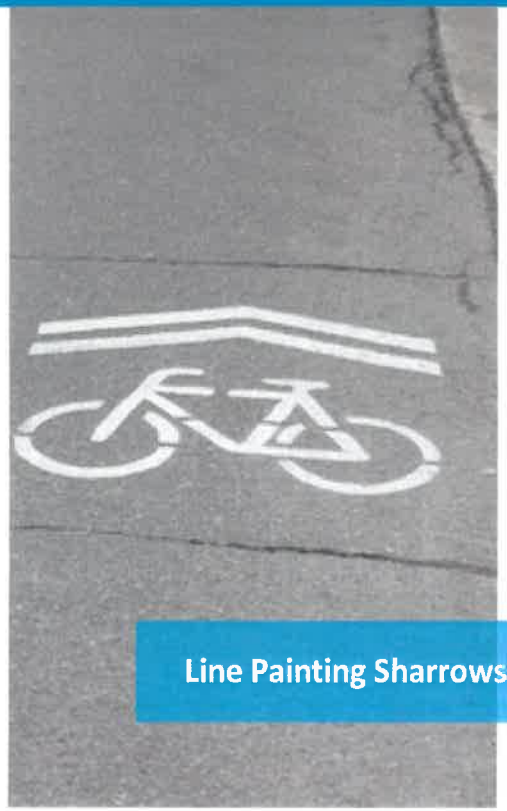
Online Forms "Request to Appear before Council"



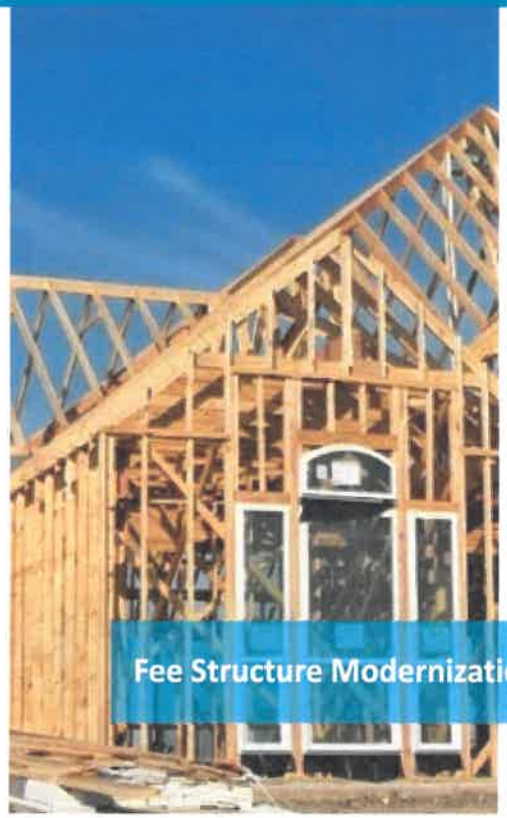
Building Inspections Gone Paperless

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There Is No Other

2019 YEAR IN REVIEW



Line Painting Sharrows



Fee Structure Modernization

QUISPAMSIS
There Is No Other

2019 YEAR IN REVIEW



Public Consultation
Meenan's Cove Beach House and Park



Economic Driver Award
World Under 17s' and Skate Canada Host

QUISPAMSIS
There is No Other

2019 YEAR IN REVIEW



Water System Expansion
Hampton Rd/Turn Lane at QES



Stage 1 Asset Management Plan Completion

QUISPAMSIS
There is No Other

2019 YEAR IN REVIEW



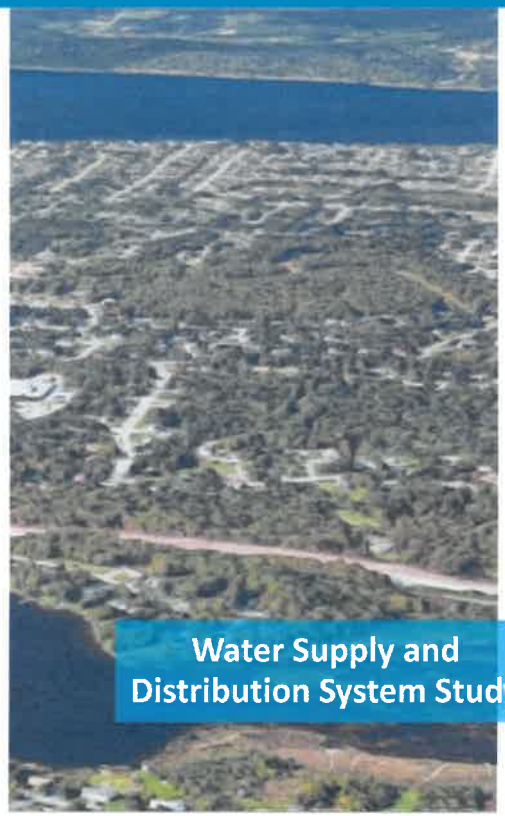
QR Trail Paving – First Section of Accessibility



Going Green Town Special Events

QUISPAMSIS
There Is No Other

2019 YEAR IN REVIEW



Water Supply and Distribution System Study



Wastewater Pump Station Review

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THEME OF SUSTAINABILITY

Definition of Sustainability:
the ability to be maintained at a certain rate or level.

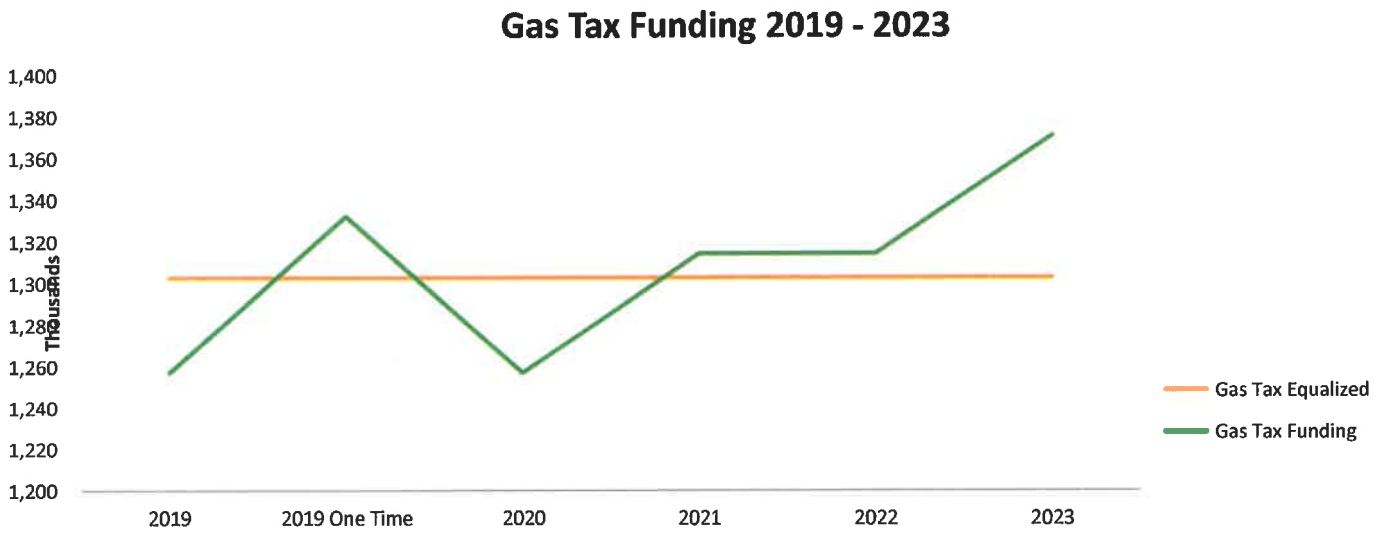
QUISPAMSIS
There Is No Other

2020 BUDGET CHALLENGES

- External sources budget
  - Growing faster than tax assessment and general operating budget
- Growth Projections
  - Projection is 3% - *Received 2020 Tax base Nov 20th -3.02%*
- Costs of Operating
  - Everything costs more!! E.g, power, wages, insurance, benefits, outside contracts

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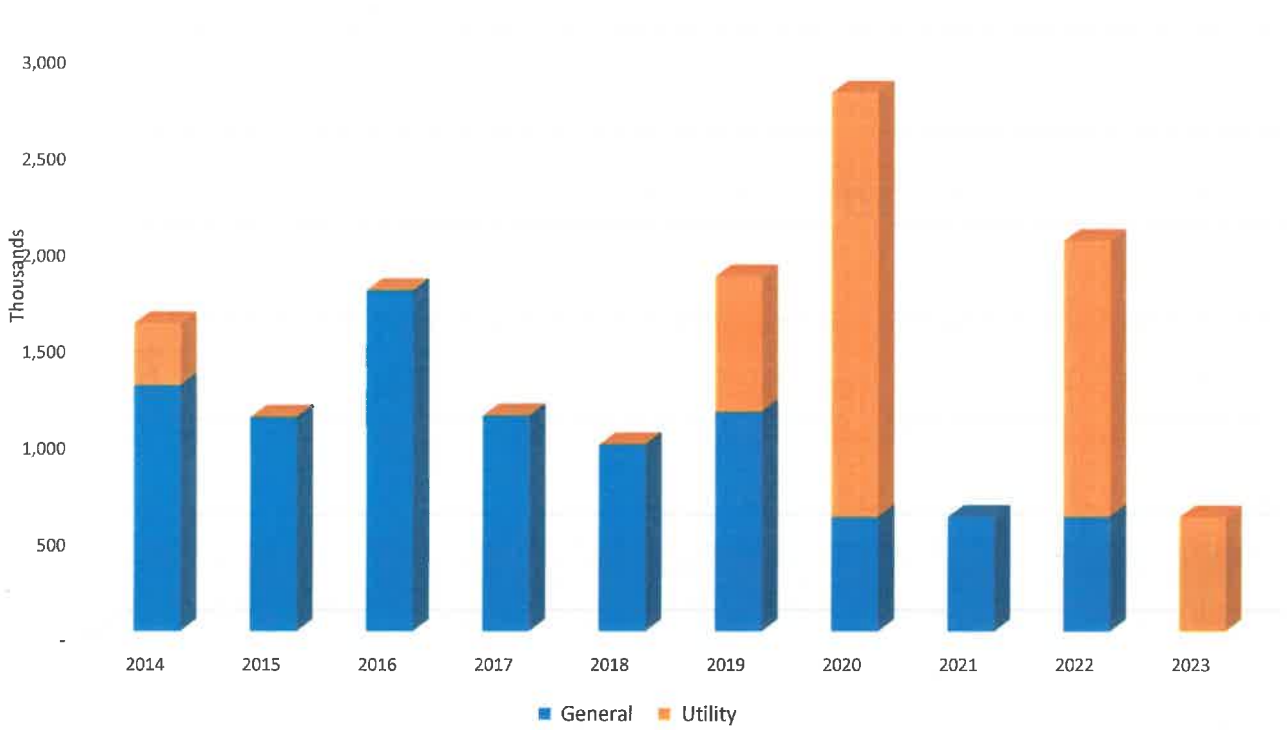
GAS TAX FUNDING – 2019 - 2023



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

QUISPAMSIS
There Is No Other

GAS TAX SPENDING TREND



QUISPAMSIS
There Is No Other

SUMMARY OF 2020 PROPOSED BUDGET

Source of Changes 2020

Refer to Page 1 of Budget Package

QUISPAMSIS
There Is No Other

INTERNAL SOURCES



General Government



Internal Protective Services



Environmental Health and Development



Transportation Services



Community Services



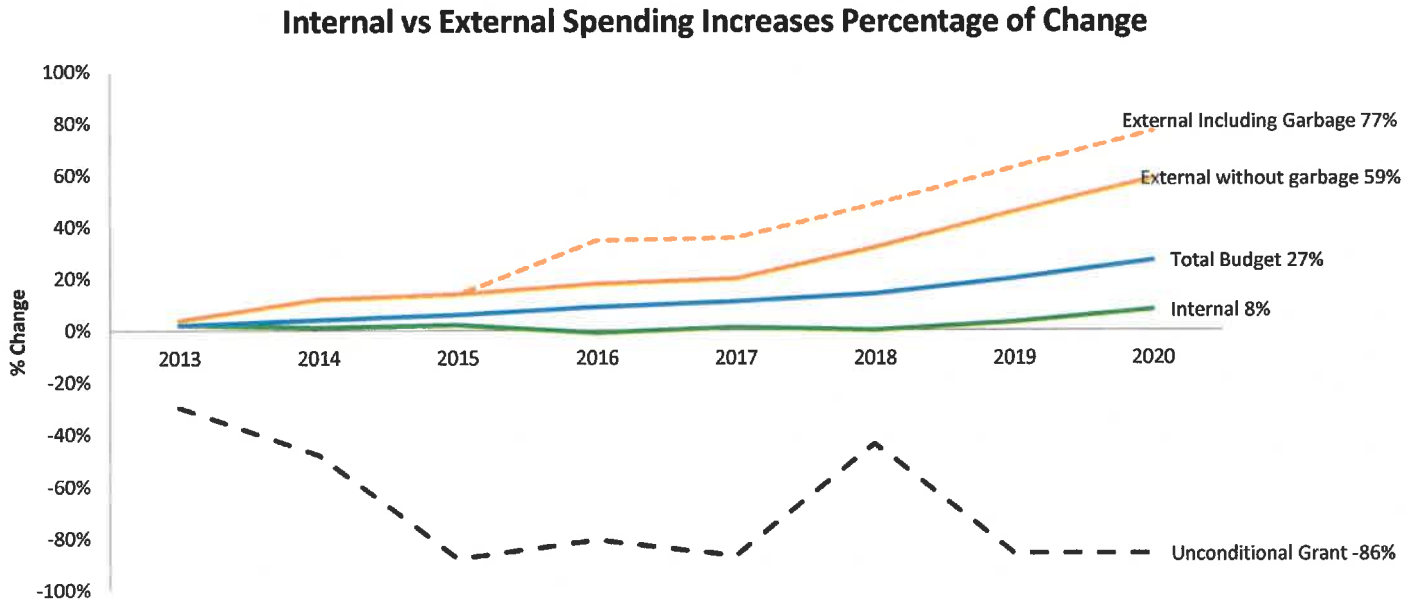
Debt Servicing



Capital and Reserves

QUISPAMSIS
There is No Other

INTERNAL VS. EXTERNAL SPENDING INCREASE'S



QUISPAMSIS
There is No Other

ASSET MANAGEMENT

- **$7.6 million** required for immediate repair/replacement of the 2 per cent of assets deemed “very poor”.

Asset management is informed decision-making, leading to:

- Efficient delivery of services;
- Improved satisfaction from our residents;
- Public credibility and trust

QUISPAMSIS
There Is No Other


Grant Thorton Review
QUISPAMSIS
There Is No Other

GRANT THORNTON REVIEW

1. Strategic Plan
2. Continuous Improvement
3. Staffing

Note: Final version of report will be out before the end of the year

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STRATEGIC PLAN $50,000

- A recommendation has been included in the report to create a multi-year strategic plan
- A third party consultant would be hired to facilitate the process
- Timing: June 2020 after the new Council is in place

QUISPAMSIS
There Is No Other

CONTINUOUS IMPROVEMENT $10,000

- A recommendation has been included in the report to continue to support Continuous Improvement training and projects
- This funding will allow the organization to expand on skills and projects in this area
- Timing: Throughout 2020

QUISPAMSIS
There is No Other

STAFFING

3 positions – 10 months

- Planning
- Qplex Assistant Operations Supervisor
- Parks & Facilities Contracts Supervisor

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There Is No Other

PLANNING

- Bench mark Comparison: R:3, MP:6, Sum: 4, D:6 , Q:2
- We have the lowest staff of all Benchmarks in Planning and are one of the fastest growing communities
- Our ability to attract and work with Developers quickly will be a leading factor to continue to see growth and development in the community.
- Current workload is unsustainable
- With the increased workload associated with Levels of Service and Asset Management this position will be required to keep pace with the Growth we are experiencing
- Position is budgeted for 10 months

Benchmarking Note: R: Riverview, MP: Mount Pearl, Sum:Summerside, D: Dieppe, Q: Quispamsis

QUISPAMSIS
There Is No Other

ASSISTANT OP SUPERVISOR QPLEX/QMA

- Benchmark Comparison Community Services: R:31, MP:34, Sum: 24, D:52, Q:30 (some seasonal)
- Note: the comparisons are difficult in this area as the qplex is a technical building with an outdoor swimming pool and requires substantially more staffing than a standard arena like the QMA
- The Operations Supervisor position has been identified internally as highly technical with no succession plan
- Requires a unique skillset, difficult to recruit for the Operations Supervisor position. Required significant overlap with previous retirement.
- This position would allow for a rotation for on-call technical issues where we currently only have one person. This is not sustainable.
- Oversight of all qplex, QMA capital projects have been done inhouse to save money. Current workload will not permit this into the future
- Workload increase associated with Asset Management would fall under this position. If this position is not filled we will need to add funds to contract the work for condition assessments and levels of service
- Position is budgeted for 10 months

QUISPAMSIS
There Is No Other

PARKS & FACILITIES CONTRACTS SUPERVISOR

- Benchmark Comparison Community Services: R:31, MP:34, Sum: 24, D:52, Q:30 (some seasonal)
- The report identifies that Waste Management is not normally managed through the Parks and Facilities department
- With incorporating Waste Management and Curbside recycling 4 years ago with no addition of staff the workload had expanded beyond the capacity of the current supervision
- Department has taken on in-house project management work to save money but workload is now too high
- Workload increase associated with Asset Management would fall under this position. If this position is not filled we will need to add funds to contract the work for condition assessments and levels of service
- Work on Garbage and Curbside recycling education and analysis could help in reducing tipping fee costs
- Sample of other contracts in the department: Waste Management, Janitorial, Snow removal, security and systems alarms, sanitary products. These are labour intensive and require oversight.
- 22 staff (incl students) in department working shift 7 days per week in the summer with only two managers. This role will assist in that area as well
- Currently all after hours emergency calls for facilities are shared between two employees
- Position is budgeted for 10 months

QUISPAMSIS
There Is No Other

QUESTIONS



QUISPAMSIS
There Is No Other

2020 COMMUNITY SERVICES
GENERAL OPERATING AND CAPITAL BUDGET







QUISPAMSIS
There Is No Other

COMMUNITY SERVICES
2020 OPERATING BUDGET

Revenue

2020 Budget	2019 Budget	$ Change	%
$1,115,416	$1,208,625	$(57,209)	(4.7)%

Expenses

2020 Budget	2019 Budget	$ Change	%
$4,072,594	$4,091,050	$(18,456)	-0.45%

QUISPAMSIS
There Is No Other

COMMUNITY SERVICES
GENERAL OPERATING






QUISPAMSIS
There is No Other

COMMUNITY SERVICES
GENERAL OPERATING

Revenue

- 5% facility rate increases as recommended by Finance.
- Revenue is down at the qplex as the ice is being removed for 7 weeks.
- Meenan's Cove Beach House closed January 1st for renovations.
- Parks rentals decrease due to Forest School relocation to Saint John.

QUISPAMSIS
There Is No Other

COMMUNITY SERVICES
GENERAL OPERATING

Facility Budget Decreases

- Meenan's Cove Beach House due to renovations.
- Overall decreases are in areas where projects have been completed. Example: grubs at the Town Hall and sports fields
- Streetscape Program removed due to low uptake.
- qplex pool - $10,000 decrease in program expenses due to CGAC providing aquatic services.

QUISPAMSIS
There Is No Other

COMMUNITY SERVICES
GENERAL OPERATING

Facility Budget Increases

- New janitorial contract – approximately $195,000 plus HST. Rates quoted will remain the same for the three-year term.
- qplex sprinkler system valve replacement $8,500
- qplex upper entrance concrete repairs $9,000
- qplex domestic water pump replacement $9,300
- qplex pool grate replacement $8,000
- Memorial Ballfield netting extension $7,500

QUISPAMSIS
There Is No Other

COMMUNITY SERVICES
CAPITAL

Signage and Shouldering of QR Trail - $20,000

- 2.5km of QR Trail paved this fall
- Shouldering of the trail needs to be completed in order to prevent erosion
- Trail head signage in parking lot
- 2 sets of benches, garbage cans, poop and scoop dispensers

QUISPAMSIS
There is No Other

COMMUNITY SERVICES CAPITAL

Meenan's Cove Upgrades

***More info to be presented on Saturday**



QUISPAMSIS
There Is No Other

COMMUNITY SERVICES CAPITAL

Active Transportation – Mountain Bike Trail Development - $20,000

- Bringing in International Mountain Bike Association
- Engineered design
- Community engagement

QUISPAMSIS
There Is No Other

COMMUNITY SERVICES
CAPITAL

qplex - Rink Boards - $45,000



- Ice has been in since 2012. Over time boards have moved and heaved. There has been anchor damage and ice dam/threshold movement resulting in less secure boards and glass.
- The project will include realignment of board panels, repairs of failed weld joints and installation of new anchors where the original ones have been damaged or are no longer present.



QUISPAMSIS
There Is No Other

COMMUNITY SERVICES
CAPITAL

qplex Structural Fire Proofing - $42,000

- Rust from the steel has created separation of the fireproof coating. resulting in the deterioration of the coating.
- Structural integrity of the steel may be impacted.
- South Elevation.
- Completed Phase 1 and 2 in 2019.
- Will complete the project.





QUISPAMSIS
There Is No Other

COMMUNITY SERVICES
CAPITAL

qplex South Parking Lot Repairs - $200,000

- Recent Engineering Department estimate, and review is $117,000 with another 1-3 years replacement cost will be approx. $281,000






QUISPAMSIS
There Is No Other

COMMUNITY SERVICES
CAPITAL

qplex Engineered Solutions for Dissipating Heat in Summer – fluid cooler/pool heat - $25,000

- The summer operations with geothermal unit are challenging as the building generates more heat than is required and/or capable of redistributing.
- Plan to hire engineering firm to investigate the potential to get additional heating capacity or heat dissipation.
- Improving pool water temperatures will also be analyzed.

QUISPAMSIS
There Is No Other

COMMUNITY SERVICES
CAPITAL

qplex Wireless Area Network - $20,000

- Wireless access points and controller for wireless area network were installed when the qplex was commissioned.
- Existing system has reached end of life. A new controller is needed as we are not able to add additional access points to existing system. More importantly system is currently unsustainable. It would be very difficult to replace hardware if it were to fail. Difficult to source.
- Services both public and private (administrative) systems.
- All major events are dependent on wireless internet access.

QUISPAMSIS
There Is No Other

COMMUNITY SERVICES
CAPITAL

QMA Parking lot repairs year 2 of 3 - $45,000

- Parking lot continues to deteriorate.









QUISPAMSIS
There Is No Other

COMMUNITY SERVICES
CAPITAL

QMA Compressor #2 Overhaul - $15,000

- Preventative maintenance.
- Minor repairs as required (both reactionary and preventative).
- Planning for additional 10 years before next overhaul or replacement.
- Condition assessment as part of asset management will help determine when to anticipate replacement.



QUISPAMSIS
There Is No Other

COMMUNITY SERVICES
CAPITAL

QMA Brine Header Trench Pipe Supports Replacements & Laterals Inspection/ Repairs - $13,000





- Existing supports are original.
- Some show significant signs of corrosion.
- Preventative measure.
- Install new supports where needed. Existing ones that are significantly corroded will be removed.

QUISPAMSIS
There is No Other

COMMUNITY SERVICES
CAPITAL

QMA – Electric Hot Water Tanks Replacement (3) - $25,000









QUISPAMSIS
There Is No Other

COMMUNITY SERVICES CAPITAL

Energy Audits/Monitoring - $15,000

- Investigate energy saving opportunities at qplex and QMA.
- Exploring peak energy monitoring device and software.
- qplex having monitoring device(s) would help limit peak demand times. Presently unable to measure.

QUISPAMSIS
There Is No Other

COMMUNITY SERVICES
CAPITAL

Replace 2008 Honda Civic car with electric - $45,000

- Was scheduled to be replaced in 2015





QUISPAMSIS
There Is No Other

COMMUNITY SERVICES CAPITAL

Replace 2010 GMC 1500 truck - $35,000

- Was scheduled to be replaced in 2017



QUISPAMSIS
There Is No Other

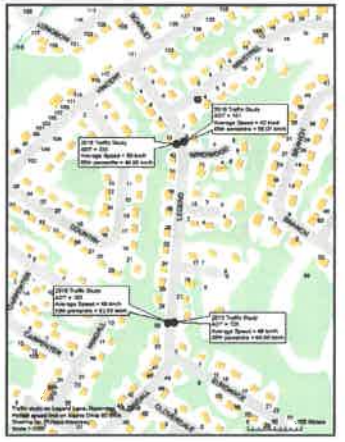
QUESTIONS: COMMUNITY SERVICES



QUISPAMSIS
There Is No Other







ENGINEERING & WORKS
2020 GENERAL OPERATING AND CAPITAL BUDGET

QUISPAMSIS
There is No Other

ENG & WORKS BUDGET 2020 – OVERVIEW

Proposed Operating Budget 2020

Transportation	$4,465,820
Environmental Development	$276,142
Protective Services	
Building Inspection	$206,325
Animal Control	$74,853
Total Budget	$5,023,140

This represents 19.04% of total municipal expenses

It should be noted that it is a decrease in overall percentage share by 1.00%

In actual dollars, this year represents an increase of $204,468 (or 4.24%) over 2019

QUISPAMSIS
There Is No Other

ENG & WORKS BUDGET 2020 – COMPARISON

Operating Budget category	Prop 2020	Budget 2019	$ diff from 2019	% diff from 2019
Transportation	$4,465,820	$4,262,443	$203,377	4.77%
Environmental Development	$276,142	$278,881	($2,739)	(-1%)
Protective Services				
Building Inspection	$206,325	$203,287	$3,038	1.49%
Animal Control	$74,853	$74,061	$792	1.07%
Total Budget	$5,023,140	$4,818,672	$204,468	4.24%
% of municipal Expenses	19.04%	20.04%		(4.24%)

QUISPAMSIS
There Is No Other

ENG & WORKS BUDGET 2020 – CONSIDERATIONS

Service Considerations

- New Streets 2019 - approximately 0.873 km (Now 182.085 km) (2018 0.361/181.212)
- Winter and Summer Maintenance – plowing, potholes, signs, lines, etc.
- New residential construction 47 units (41 in 2018)
- New multi Family/ Apt Units 44 - (35 in 2018)
- Stormwater management – Driveway culverts, roadside ditches
- Active Transportation - Walking lanes, Traffic Monitoring, Pedestrian safety

QUISPAMSIS
There Is No Other

ENG & WORKS BUDGET 2020 – CONSIDERATIONS

Benchmark

- 45 Significant winter storm events to date 2019 (280 hrs of snow fighting per staff) (2018 60/433)
- 110 culvert work order (new/replace/repair) - (carried over 37 to 2020) (2018 105/26 & 2017 134/19)
- Roughly 637 tons Asphalt placed by crews -potholes, road and driveway repairs (2018-612 & 2017-718)
- Approx. 35 - 40 Animal Control calls per month – consistent 2018
- Approx 36 traffic volume/speed studies conducted June to Sept

QUISPAMSIS
There Is No Other

ENG & WORKS BUDGET 2020 – HIGHLIGHTS +/-

Transportation/Env Health/Bldg Insp/Animal Control

- In $5.023 Million Budget, no significant line item changes
- Based on similar Service level goals and trends from 2019
- Budget has been adjusted to trends
- Better tracking so no largest single line drop -$
- Largest single line increase +$39K winter snow contracts

QUISPAMSIS
There Is No Other

ENG & WORKS BUDGET 2020 – HIGHLIGHTS +/-

Transportation (Includes Engineering)

- Overall fleet costs (slight increase of $7k over 2019 levels)
- Winter and Summer " Supplies" increased to properly reflect use
  - $10k Summer - $17k Winter
- Driveway Culvert Budget set to 2019 level ($73,000)
  - once budget hit - new work order requests or lower priority c/o to 2021

QUISPAMSIS
There Is No Other

ENG & WORKS BUDGET 2020 – HIGHLIGHTS +/-

Transportation (Cont'd)

- Winter Budget two main increases
  - Outside contracts increased $39,000 2020 will be first year of renewed 3-year tender for 2020-2023
  - Salt budget increased slightly $10,000 to match trend and increased unit price
- Summer Budget
  - Increased sand and gravel use (road shoulders, washout repairs) +$5400

QUISPAMSIS
There Is No Other

ENG & WORKS BUDGET 2020 – HIGHLIGHTS +/-

Environmental Development

- Main EDS items - No significant line item changes
  - 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.
- Shift focus to Supporting Strategic plans
  - Transportation Master Plan, Recreation Master Plan, Stormwater Master plan etc.
  - And other supporting legislation – Building Bylaw, SubDiv Bylaw, PAC etc

QUISPAMSIS
There Is No Other

ENG & WORKS BUDGET 2020 – 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
- Initial estimates indicated potential to increase revenue by 15%
  - At the same time last year 2018 fees were $90,868 compared to similar starts in 2017 were $79,510
  - 2019 Revenue increased $123,119 or Approx. 27%

QUISPAMSIS
There Is No Other

ENG & WORKS BUDGET 2020 – HIGHLIGHTS +/-

Animal Control

- No significant line item changes
- Costs adjusted annually for salary , services and secondary supplies
  - Current contract through 2021
- New approach with focus on owner responsibilities appears to be positive

QUISPAMSIS
There is No Other

PROPOSED TRANSPORTATION CAPITAL

Category	Item		Value
Equipment	Plotter		$12,500.00
	GPS Base Station		$20,000.00
	Compact Wheeled Loader (new)		$150,000.00
	Backhoe excavator (replace 335)		$200,000.00
	Asphalt Hot Box Upgrade		$50,000.00
Vehicles	Op Supervisor Vehicle (replace 327)		$48,000.00
Storm	Miscellaneous Storm Sewer		$150,000.00
	Cedar Ridge Storm Abatement Phase 1		$200,000.00
	Local Improvement Program		$15,000.00
Traffic Calming	Equipment for Various areas (Ped beacons, Radar speed signs)		$15,000.00
Roads			
	Squire Drive/Alma Lane/ Rte 119 Roundabout - Cost Share DTI		$400,000.00
	Gondola Blvd Corridor Phase 4		$370,000.00
	Bradley Lake Road Seal (2km)		$225,000.00
	Model Farm Road (M Cove to Evergreen 1.4km)		$270,000.00
	Coventry Crescent (0.4km)		$42,000.00
	Greenwood Drive (0.75km)		$59,000.00
	Ritchie Lane (0.3km)		$37,000.00
	Hughes Cres (0.5km)		$59,000.00
	Jasper Dr (0.4km)		$55,000.00
	Brook Street Storm and Street Upgrade (0.56km)		$400,000.00
	Scarlett/Colton Brook Storm Culvert Design		$10,000.00
			$2,787,500.00

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

$1,927,000
(2019 - $2,156,000)
(2018 - $1,587,000)

QUISPAMSIS
There Is No Other

STREET CAPITAL OVERVIEW

	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	6.74	$110 est

Street Capital 2020 Map

QUISPAMSIS
There Is No Other

CAPITAL OVERVIEW – EQUIPMENT



Hot Box Upgrade - $50,000



Works Op Supervisor 4x4 Pickup - $48,000



Compact Wheeled Loader - $150,000



Backhoe Excavator - $200,000



Misc Traffic Control –
Ped safety - $15,000



Storm Sewer - $365,000
Loc Imp, Cedar Ridge, Misc

QUISPAMSIS
There is No Other

QUESTIONS: ENGINEERING & WORKS



QUISPAMSIS
There is No Other









UTILITY
GENERAL OPERATING AND CAPITAL BUDGET

QUISPAMSIS
There Is No Other

UTILITY BUDGET 2020 – COMPARISON

	2020	2019	$ difference from 2019	% difference from 2019
Sewer Infrastructure	$149,996	$147,161	$2,835	1.93%
Sewer Lift Stations	$294,296	$276,432	$17,864	6.46%
Sewer Treatment	$251,601	$254,278	-$2,677	-1.05%
Sub-Total	$695,893	$677,871	$18,022	2.66%
Water Wellfields	$6,250	$3,750	$2,500	66.67%
Water Treatment	$46,400	$46,400	$0	0%
Water Pumping	$47,051	$33,505	$13,546	40.43%
Water System	$183,677	$176,177	$7,500	4.26%
Sub-Total	$283,378	$259,832	$23,546	9.06%
Utility Administration	$601,251	$541,756	$59,495	10.98%
TOTAL	$1,580,522	$1,479,459	$101,063	6.83%

QUISPAMSIS
There Is No Other

UTILITY BUDGET 2020 – HIGHLIGHTS +/-

Sewer Department

- No significant line item changes most divisions
- Lift Station costs increase approx. +$10 k for electricity costs
- Implementing recommendations of Gondola Point Rd WWPS study
  - Budgeted $1,900,000 for Roberts Lane WWPS upgrades
    - Includes pump station replacement and rerouting of forcemains
    - $1,750,000 funding from Gas Tax
  - Next Phase of WWPS upgrades slated for 2022

QUISPAMSIS
There Is No Other

UTILITY BUDGET 2020 – HIGHLIGHTS +/-

Water Department

- No significant line item changes most divisions
- Water System - Melanie Drive System Water treatment and Emergency Electricity backup review $10k
  - Required in order to meet conditions of operating License issued by Provincial DOE
- Reviewing the submitted Water Distribution and Planning Study
  - Recommending phased in approach once Wastewater priorities addressed
  - Interim Expansions will address road condition issues or water quality issues
  - 2020 identified $450,000 for minor extension on Haven Ct

QUISPAMSIS
There Is No Other

UTILITY BUDGET 2020 – PROPOSED CAPITAL

Sewer Department

- Utility Capital - Building $100,000
  - Internal equipment for new Utility Building
  - Furniture, Shop Equip, Computers, Security system etc.

Water Department

- Haven Court Water main Expansion Sunset Dr/ Haven Ct to Williams Ct - $450,000
  - To complete loop for water quality
  - Will also enable resurfacing of poor road in area

- One Fleet replacement in 2020
  - Utility Operator 4x4 truck (due 2006) - $48,000

QUISPAMSIS
There Is No Other

QUESTIONS: UTILITY BUDGET



QUISPAMSIS
There Is No Other

ENGINEERING AND WORKS AND UTILITY FOCUS FOR 2020

- 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 phase of Asset Management identified as asset inventory and Condition Assessments, look to link with Levels of service goals

QUISPAMSIS
There Is No Other

ENGINEERING AND WORKS AND UTILITY FOCUS FOR 2020

- Establish and documentation of standard operating procedures (S.O.P.) for departments and identified activities.
  - With standards and processes developed can improve efficiencies, identify waste, target savings
  - S.O.P will also standardize expectations and service delivered

QUISPAMSIS
There Is No Other

ENGINEERING AND WORKS AND UTILITY FOCUS FOR 2020

- Continued use and familiarity with Work order management system, Q-1-1 and Citiworks to improve service delivery.
  - New work order system just introduced, as residents become more familiar with interface and nature of services offered will be a more direct source of information.
  - As work orders entered in system becomes better accounting tool for budget purposes
  - Can also be used to identify trouble areas with (cluster work requests)
  - Q-1-1 System being introduced to all town departments and establishes Levels of service

QUISPAMSIS
There Is No Other

ENGINEERING AND WORKS AND UTILITY FOCUS FOR 2020

- Continue with next phase of Asset Management identified as asset inventory and Condition Assessments, look to link with Levels of service goals
  - Establish data models / standards.
    - collecting the right data and storing data in the right location.
  - Define condition rating methodologies.
    - selecting the right methodology will ensure the Town collects "actionable" information.
  - Identify data collection tools.
    - Eg CitiWorks. Training staff to ensure they have the appropriate tools to complete future assessments.
  - Prioritize assets to investigate
    - Focus on Assets missing data 1) buildings, 2) water and wastewater facilities, 3) parks / outdoor recreation spaces, and 4) guiderails/street signs.

QUISPAMSIS
There is No Other

WHAT IS ASSET MANAGEMENT PLAN?

- 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.

QUISPAMSIS
There Is No Other

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
- 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

QUISPAMSIS
There is No Other

QUESTIONS



QUISPAMSIS
There Is No Other

EXTERNAL SOURCES



Police



Fire



911



Library



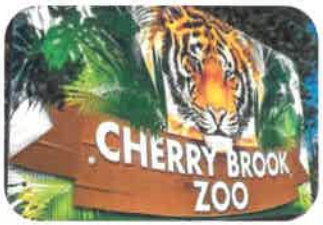
Regional Services and EDGSJ



Waste Management



Comex



Council Sponsorships and Grants

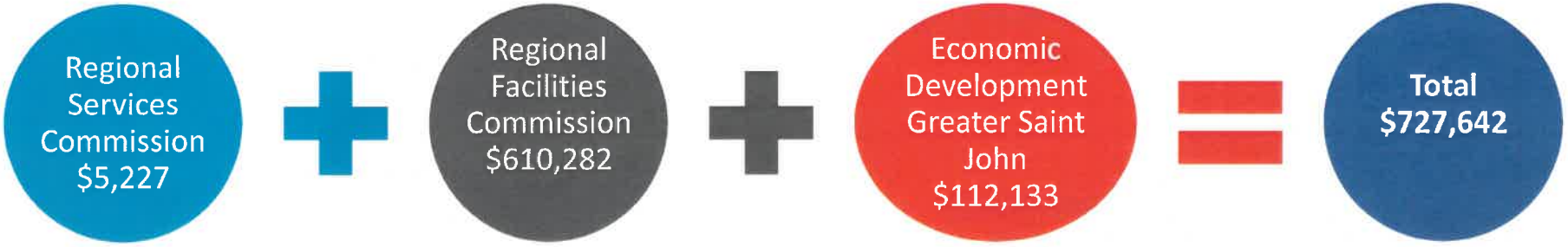
QUISPAMSIS
There Is No Other

NEW REGIONAL FACILITIES SHARING MODEL

- Recent Information indicates that the Operating budgets for 2020 will be paid for by the regular partners and Hampton, St. Martins and 10 LSD's
- We have been told that capital budgets will be included for 2021
- Estimated 2020 savings $96,000 however we are expecting the capital cost to be significantly more than that in 2021
- We have been given no official numbers

QUISPAMSIS
There Is No Other

REGIONAL SERVICES AND EDGSJ PARTNERSHIP



Decrease of $4,456 -46.02%

TBD

Decrease of $16,022 -12.5%

QUISPAMSIS
There is No Other

PROTECTIVE SERVICES - POLICE

Town Budget $4,008,952

$319,692

8.67%

0.0178



Total Shared Operating Budget $6,622,156
+ $620,740
10.34% Increase

Less
2ND Prior yr surplus $0
Net Budget $6,662,156

59.86% Town Share based on Population and Road Kilometres

QUISPAMSIS
There Is No Other

PROTECTIVE SERVICES - 911

Town Budget $245,304

$12,879

5.54%

0.0007



Total Shared Operating Budget $404,625
+$20,319
5.3% Increase

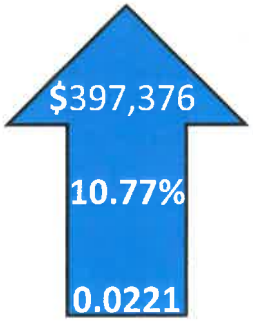
Less
2ND Prior yr surplus $2,556
Net Budget $402,059

61.012% Town Share based on Population

QUISPAMSIS
There is No Other

PROTECTIVE SERVICES - FIRE

Town Budget $4,086,452





Total Shared Operating Budget $5,315,173
+$101,586
1.95% increase

2ND Prior yr deficit
$79,278

Total Shared Capital $1,179,240
+$430,340 increase

59.24% Town Share based and Population and Tax Assessment

QUISPAMSIS
There Is No Other

KENNEBECASIS PUBLIC LIBRARY

Town Budget $156,303

$22,272

16.62%

0.0012



Total Shared Operating Budget $231,154
+ $10,259
4.6%

2ND Prior yr surplus
$10,204

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)

QUISPAMSIS
There is No Other

WASTE MANAGEMENT

Budget $1,030,795

$34,195

3.43%

0.0019



- Garbage Collection $ 618,195
- Tipping Fees $ 394,000
- Town Dumpsters $ 18,600

No change to Tipping Fee costs.

$32,195 increase to collection cost from a 5% rate increase and new homes

Four year contract starts January 1, 2020

QUISPAMSIS
There Is No Other

PUBLIC TRANSIT - COMEX

Budget $172,270





- Increase to Saint John Transit services of 6% ($8,545)
- Increase in janitorial costs of $2,616
- ** Info received after budget was prepared is that the increase is only 1.5%, therefore budget can be adjusted by $6,409

QUISPAMSIS
There Is No Other

CIVIC RELATIONS – SPONSORSHIPS AND GRANTS

SPONSORSHIPS	2020 Requests	Council Approval
PRO Kids	7,135	7,135
Saint John Midget AAA Vito's	1,000	1,000
International Women's Day	400	400
KV Food Bank	1,000	1,000
Hammond River Angling Assoc.	300	300
Junior Achievment	300	300
Discover Saint John	3,000	3,000
SUB-TOTAL SPONSORSHIPS	**13,135**	**13,135**

GRANTS	2020 Requests	Council Approval
Dalhousie Medicine NB	5,000	5,000
Greater Saint John Fieldhouse	7,500	7,500
Acadian Games	3,333	3,333
KV Committee for Disabled Persons	4,000	4,000
Shining Horizon's Therapeutic Riding Association	10,000	-
Cherry Brook Zoo	8,000	3,000
Kings Way LifeCare Alliance Foundation	3,000	-
Kings Way LifeCare Alliance Foundation	1,000	1,000
Key Industries	8,000	3,000
Kennebecasis Oasis Youth Centre	10,000	5,000
Kennebecasis Valley Community Caring for Child	10,000	-
Crimestoppers	1,500	1,500
Canadian Peacekeeping Veterans Assoc. (Southe	10,000	-
Quispamsis Middle School	4,373	-
Third Space Gallery	1,000	-
1st Kennebecasis Valley BPSA Scouting	3,416	-
Dollemont Sunday pick up Hockey - qplex	4,800	-
Various other donations and support	1,850	1,850
SUB-TOTAL GRANTS	**96,774**	**35,183**

Decrease over
2019 budget - $12,450

QUISPAMSIS
There Is No Other

What Does All This Mean?

QUISPAMSIS
There Is No Other

BUDGET SUMMARY

PROPOSED GENERAL OPERATING FUND BUDGET - SOURCES OF CHANGES

	2020	2019	2020 $ Change	Tax Rate Effect 2020	2020 % Change
EXTERNAL SOURCES					
Sub-Total All External Sources	**10,454,720**	**9,655,374**	**799,346**	0.0444	8.28%
INTERNAL SOURCES					
Sub-Total Internal before Capital	**14,655,324**	**14,021,615**	**633,709**	0.0352	4.52%
Proposed Capital Projects from Operating	**1,284,136**	**1,239,155**	44,981	0.0025	3.63%
Sub-Total Internal Expenditures	**15,939,460**	**15,260,770**	678,690	0.0377	4.45%
Total Expenditures	**26,394,180**	**24,916,144**	**1,478,036**	**0.0821**	**5.93%**
Unconditional Grant	**110,347**	**110,347**	0	0.0000	0.00%
Other Revenue	**1,489,767**	**1,760,480**	(270,713)	-1.5000	-15.38%
Property Tax Warrant	**24,794,066**	**23,045,317**	1,748,749	0.0971	**7.59%**
Total Revenue	**26,394,180**	**24,916,144**	**1,478,036**	**0.0821**	**5.93%**
TAX BASE	**1,800,502,727**	**1,748,060,900**	52,441,827		**3.00%**
TAX RATE CALCULATED	**1.3771**	**1.3183**	**0.0588**		**4.46%**

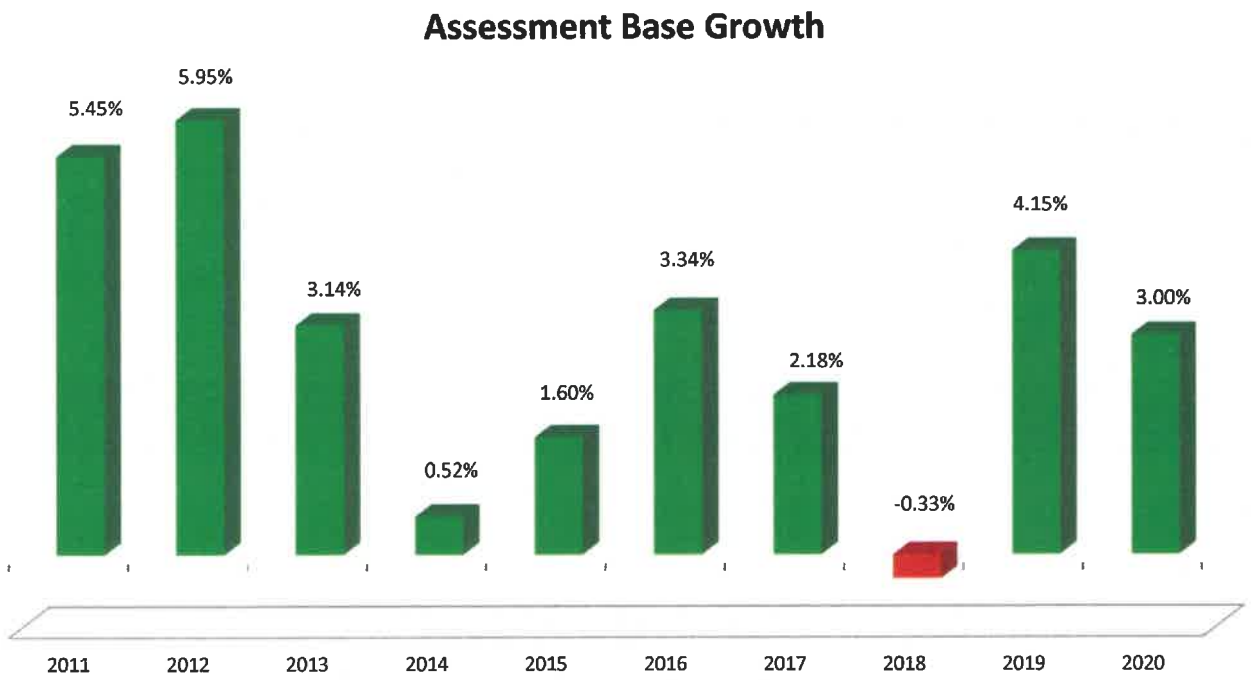
QUISPAMSIS
There Is No Other

ASSESSMENTS

BUDGET ITEM	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020 ESTIMATE
Property Tax Rates	1.2070	1.2070	1.2070	1.2200	1.2385	1.2485	1.2700	1.2800	1.2900	1.3183	1.3771
Tax Assessment Base	1,355,243,950	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	1,711,917,252
Total Warrant Revenue	16,357,794	17,249,387	18,275,204	19,052,924	19,441,951	19,911,576	20,930,530	21,554,593	21,650,027	23,044,687	22,517,585
Assessment Base Growth	**15.06%**	**5.45%**	**5.95%**	**3.14%**	**0.52%**	**1.60%**	**3.34%**	**2.18%**	**-0.33%**	**4.15%**	**3.00%**
Total Budget	18,119,406	19,693,098	20,733,731	1,249,214	1,603,147	21,885,257	2,687,026	3,072,154	23,584,213	24,916,144	26,385,233
Budget Growth	12.95%	8.69%	5.28%	2.49%	1.67%	1.31%	3.66%	1.70%	2.22%	5.61%	5.93%

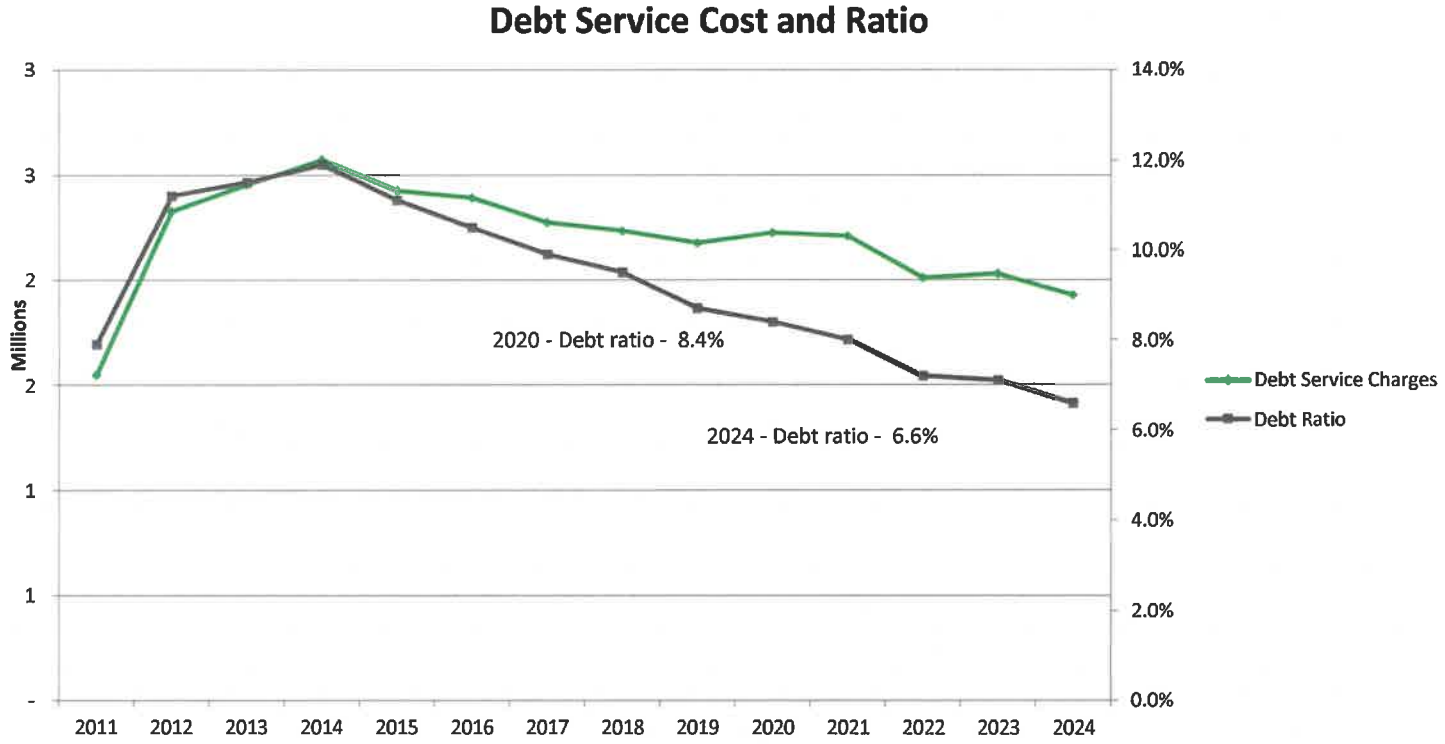
QUISPAMSIS
There Is No Other

ASSESSMENT BASE GROWTH



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FISCAL SERVICES



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FISCAL SERVICES

	2020 Budget	2019 Budget	$ Change	% Change
Principal Installments	1,721,093	1,671,213	49,880	3.0%
Interest on Long Term Debt	449,648	482,717	(33,069)	-6.9%
Other charges and discounts	54,915	30,061	24,854	82.7%
TOTAL DEBT SERVICE COST	**2,225,656**	**2,183,991**	**41,665**	**1.9%**
Transfers To Operating Reserve Funds	255,100	254,921	179	0.1%
Transfers To Capital Reserve Funds	116,000	-	116,000	-
Transfers To General Capital Fund	1,284,136	1,239,155	44,981	3.6%
TOTAL FISCAL SERVICES	**$ 3,880,892**	**$ 3,678,067**	**$ 202,825**	**5.5%**

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FISCAL SERVICES – LONG TERM DEBT

Outstanding Debentures	Original Amt	2020	2021	2022	2023	2024
BD20 Nov 19, 2020 ($955,000) 10 yrs	955,000	61,004	paid	paid	paid	paid
BE14 May 27, 2021 $12,240,000) 15 yrs	12,240,000	1,092,665	955,426	1,004,803	1,004,803	1,004,803
BF19 Nov 22, 2026 (2,600,000) 15 yrs	2,600,000	285,773	284,600	40,521	40,521	40,521
FCM 10092 May 28, 2027 ($2M) 15 yrs	2,000,000	154,250	153,566	153,830	154,035	154,180
BJ21 Nov 20, 2033 ($3564,000) 20 yrs	3,564,000	284,829	285,080	283,679	284,705	218,355
BL23 Dec 8, 2034 ($402,000) 20 yrs	402,000	27,610	28,198	27,727	28,220	27,657
BP18 Dec 7 2023 ($428,000) 7yrs	428,000	66,244	66,165	65,913	66,483	paid
BR19 Dec 12 2032 ($750,000)	750,000	62,387	62,480	62,485	62,399	62,220
Capital leases	131,466	22,730	3,227	paid	paid	paid
Estimate of 2020 interest on borrowing		21,327				
Road Construction Transfer to Utility	809,320	91,923	91,923	91,923	91,923	91,923
Total Present Long -Term Debt Cost		2,170,742	1,930,665	1,730,882	1,733,090	1,559,659
Potential New Debt						
Meenan's Cove Beach House Reno 15 yrs	1,383,000		116,212	116,212	116,212	116,212
2019 Street Capital	1,016,000		85,373	85,373	85,373	85,373
2020 Street Capital	700,000		58,820	58,820	58,820	58,820
Present Debt Service Cost		2,170,742	2,191,071	1,991,288	1,993,495	1,860,065

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There Is No Other

RESERVE FUNDS

2019 Transactions	General Operating	General Capital	Utility Operating	Utility Capital	Utility Capital Repl. & FC	LPP
Opening Balance	**930,875**	**956,363**	**132,949**	**366,214**	**486,099**	**122,810**
Estimated Interest earned in 2019	15,266	15,684	2,180	6,006	7,792	2,014
Budget Contributions per 2019 budget	290,805	214,132	-	301,826	45,197	-
Sub-Total	**1,236,946**	**1,186,179**	**135,129**	**670,046**	**539,268**	**130,824**
Less: Withdrawals Scheduled for Projects						
Accounting Software Upgrades	(25,000)					
Asset Management	*(13,500)*					
Police	*(71,741)*					
Grub control	*(185,000)*					
Performance Audit	*(101,922)*					
Utility truck				(50,000)		
Closing Balance December 31, 2019	**839,783**	**1,186,179**	**135,129**	**624,046**	**539,268**	**130,824**

2020 Transactions	General Operating	General Capital	Utility Operating	Utility Capital	Utility Capital Repl. & FC	LPP
Budget Contributions per 2020 budget	255,100	116,000	-	75,902	45,661	
Less: withdrawals scheduled for 2020						
Utility building				(350,000)		
Closing Balance December 31, 2020	**1,094,883**	**1,302,179**	**135,129**	**349,948**	**584,929**	**130,824**

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OPTIONS

DECREASE OPERATING EXPENDITURES – Cuts

DECREASE CAPITAL EXPENDITURES - Cuts

BORROW TO FINANCE CAPTIAL

INCREASE PROPERTY TAX RATE

1 Cent = $180,050

WITHDRAWAL FROM RESERVE FUNDS

QUESTIONS ON GENERAL OPERATING



QUISPAMSIS
There is No Other

UTILITY OPERATING BUDGET

Utility Revenue	2020	2019	$ change	% change
Total Water User Fee Revenue	**250,645**	**225,941**	**24,704**	**10.9%**
Total Sewer User Fee Revenue	**2,697,176**	**2,411,294**	**285,882**	**11.9%**
Surplus from 2nd Previous Year	7,349	18,416	-11,067	-60.1%
Transfer from General Operating	91,923	91,923	0	0.0%
Water Transfer Costs	111,529	111,529	0	0.0%
Other Revenue	87,644	75,076	12,568	16.7%
Total Other	**298,445**	**296,944**	**1,501**	**0.5%**
GRAND TOTAL REVENUE	**3,246,266**	**2,934,179**	**312,087**	**10.6%**

QUISPAMSIS
There is No Other

UTILITY OPERATING BUDGET

Expenditures	2020	2019	$ change	% chang
Water	283,378	259,832	23,546	9.1%
Sewer	695,893	677,871	18,022	2.7%
Administration	601,251	541,756	59,495	11.0%
Fiscal Services	1,096,181	1,107,697	-11,516	-1.0%
Reserve Funds	121,563	147,023	-25,460	-17.3%
Capital via Operating	448,000	200,000	248,000	124.0%
TOTAL UTILITY EXPENDITURES	3,246,266	2,934,179	312,087	10.6%

QUISPAMSIS
There Is No Other

UTILITY FISCAL SERVICES

	2020 Budget	2019 Budget	$ Change	% Change
Principal Installments	670,081	674,000	(3,919)	-0.6%
Interest on Long Term Debt	363,972	374,735	(10,763)	-2.9%
Utility Contribution to GRF Long Term Debt	8,947	8,947	-	0.0%
Other charges and discounts	53,181	50,015	(3,166)	6.3%
TOTAL DEBT SERVICE COST	**1,096,181**	**1,107,697**	**(11,516)**	**-1.0%**
Capital From Operating	448,000	200,000	248,000	124.0%
Transfer to Equip Replacement & FC	45,104	44,872	232	0.5%
Transfers To Capital Reserve Fund	76,459	102,151	(25,692)	-25.2%
TOTAL FISCAL SERVICES	**$ 1,665,744**	**$ 1,454,720**	**$ 211,024**	**14.5%**

QUISPAMSIS
There is No Other

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 some funding
- Budget was prepared with rate increases of:
  - 8.93% increase to sewer rates ($40.00)
  - 9.26% increase to water user fixed rate ($20)
  - 10% on water consumption fees

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QUESTIONS ON UTILITY



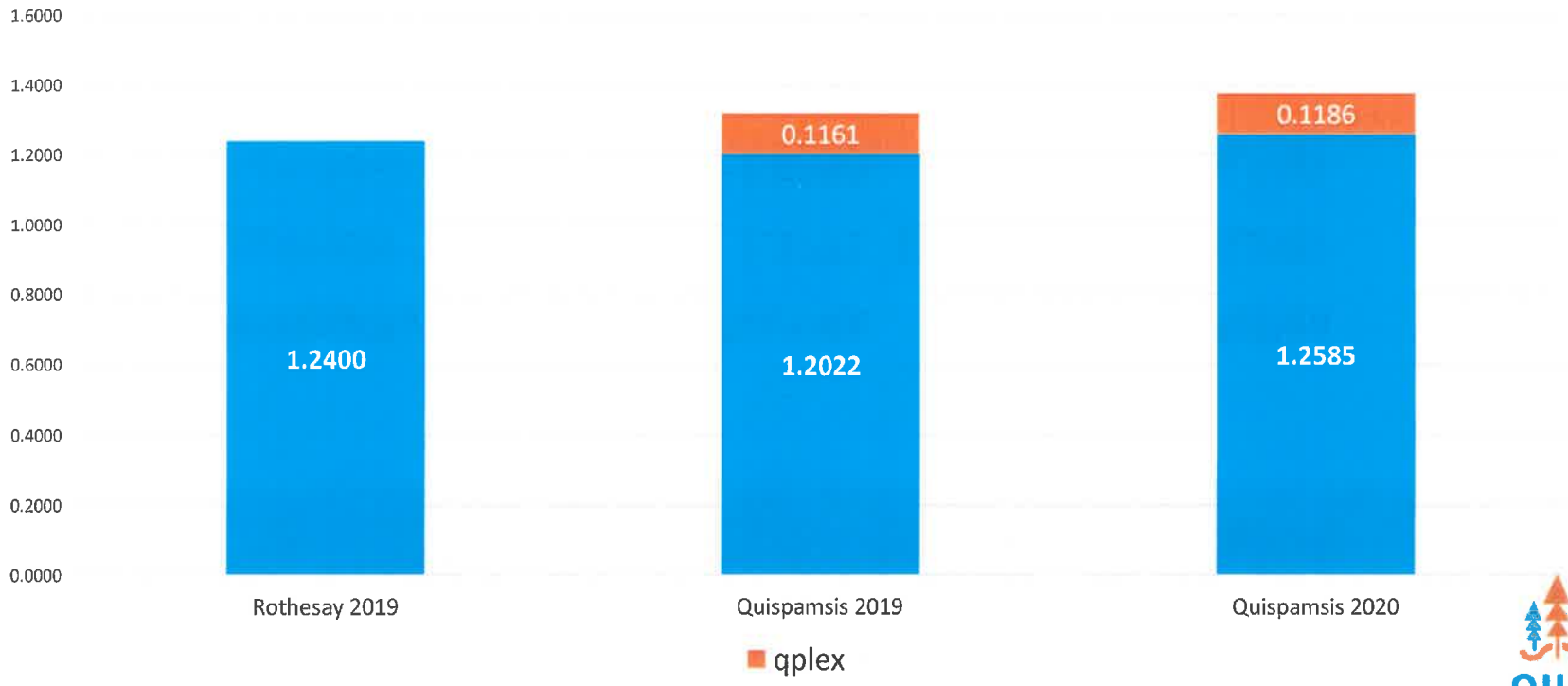
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THE BIG PICTURE



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ROTHESAY COMPARISON



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HOW DO WE STACK UP?

Municipality	Tax rate	Population
Quispamsis	1.3771 (2020)	18,245
Edmundston	1.6350	16,580
Riverview	1.5926	19,667
Miramichi	1.7399	17,537
Dieppe	1.6295	25,384

QUISPAMSIS
There is No Other

UNEQUAL EQUALIZATION

Municipality	Core funding	Equalization
Quispamsis	$110,347	$0
Rothesay	$122,190	$0
Riverview	$165,910	$2,515,797

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SUSTAINING SAINT JOHN



Saint John Common Council is considering cuts of up to $11 million.

To ensure stability in the future, we must not punt. An increase in our tax rate is prudent.

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TOTAL BUDGET DISCUSSION

2020 Tax Rate Tracking

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There is No Other

QUESTIONS



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There Is No Other