



# **ROTHESAY**

**SPECIAL COUNCIL MEETING**  
**Rothesay Town Hall**  
**Monday, December 7, 2015**  
**7:30 pm**



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- 1. APPROVAL OF AGENDA**
  - 2. New Business – DRAFT 2016 Rothesay Budget**
    - 2.1 2016 General Fund Operating Budget
    - 2.2 2016 General Fund Capital Budget
    - 2.3 2016 Utility Fund Operating Budget
    - 2.4 2016 Utility Fund Capital Budget
  - 3. NEXT MEETING**  
**Monday, December 14, 2015 (immediately following a public hearing)**
  - 4. ADJOURNMENT**

# Town of Rothesay

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## General Fund Master Budget 2016

	Year End Outlook	Budget 2015	Budget 2016
<b>REVENUE</b>			
Warrant of Assessment	14,718,978	14,718,978	14,961,842
Sale of Services	324,401	384,700	345,700
Services to Province of New Brunswick	66,306	66,306	60,000
Other Revenue from Own Sources	565,975	140,729	106,553
Unconditional Grant	116,262	116,262	118,987
Conditional Transfers	22,863	26,500	21,500
Other Transfers	894,025	894,025	1,135,418
	<u>\$ 16,708,810</u>	<u>\$ 16,347,500</u>	<u>\$ 16,750,000</u>
<b>EXPENSES</b>			
General Government Services	1,894,667	2,053,519	2,035,458
Protective Services	4,589,972	4,567,051	4,744,123
Transportation Services	3,291,982	3,355,933	3,365,331
Environmental Health Services	641,227	633,000	638,000
Environmental Development	560,749	619,122	641,022
Recreation & Cultural Services	1,797,880	1,791,344	1,903,673
	<u>12,776,476</u>	<u>13,019,969</u>	<u>13,327,607</u>
Fiscal Services	3,451,174	3,327,531	3,422,393
	<u>\$ 16,227,650</u>	<u>\$ 16,347,500</u>	<u>\$ 16,750,000</u>
Surplus (Deficit) for the Year	\$ 481,160	\$ 0	\$ 0

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	Year End Outlook	Budget 2015	Budget 2016
<b>REVENUE</b>			
<b>Sale of Services</b>			
Bill McGuire Memorial Centre	28,000	22,000	31,200
Town Hall Rent	8,490	69,600	19,600
Rental Revenue	9,807	11,200	10,000
Arena Revenue	223,800	228,000	230,000
Community Garden	840	900	900
Recreation Programs	53,464	53,000	54,000
	<u>\$ 324,401</u>	<u>\$ 384,700</u>	<u>\$ 345,700</u>
<b>Other Revenue from Own Sources</b>			
Licenses & Permits	128,010	80,000	85,000
Police Fines	40,775	48,000	13,741
Interest	25,000	5,000	5,000
Miscellaneous	372,000	7,729	2,812
History Book Sales	190	-	-
	<u>\$ 565,975</u>	<u>\$ 140,729</u>	<u>\$ 106,553</u>
<b>Conditional Transfers</b>			
Canada Day Grant	2,500	1,500	1,500
Grant - Other	20,363	25,000	20,000
	<u>\$ 22,863</u>	<u>\$ 26,500</u>	<u>\$ 21,500</u>
<b>Other Transfers</b>			
Surplus of 2nd Previous Year	84,025	84,025	285,418
Utility Fund Transfer	810,000	810,000	850,000
	<u>\$ 894,025</u>	<u>\$ 894,025</u>	<u>\$ 1,135,418</u>
<b>EXPENSES</b>			
<b>General Government Services</b>			
Legislative			
Mayor	34,100	35,600	36,475
Councillors	105,200	104,000	104,059
Regional Service Commission 9	7,235	7,235	7,500
Other	6,500	17,000	11,000
	<u>\$ 153,036</u>	<u>\$ 163,835</u>	<u>\$ 159,034</u>
<b>Administrative</b>			
Office Building	144,936	190,000	153,100
Solicitor	50,000	35,000	35,000
Administration - Wages & Benefits	915,500	975,000	985,200
Supplies	87,708	104,900	97,900
Professional Fees	35,000	50,000	50,000
Other	69,000	76,161	70,340
	<u>\$ 1,302,144</u>	<u>\$ 1,431,061</u>	<u>\$ 1,391,540</u>

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	Year End Outlook	Budget 2015	Budget 2016
Other General Government Services			
Community Communications	6,500	9,000	7,000
Civic Relations	3,000	7,000	4,000
Insurance	145,993	146,166	157,000
Donations	38,500	48,500	67,000
Cost of Assessment	237,957	237,957	239,884
Property Taxes - L.P.P.	7,537	10,000	10,000
	<u>\$ 439,487</u>	<u>\$ 458,623</u>	<u>\$ 484,884</u>
	<u>\$ 1,894,667</u>	<u>\$ 2,053,519</u>	<u>\$ 2,035,458</u>
<b>Protective Services</b>			
Police			
Police Protection	2,191,155	2,191,352	2,244,033
Crime Stoppers	2,800	2,800	2,800
	<u>\$ 2,193,955</u>	<u>\$ 2,194,152</u>	<u>\$ 2,246,833</u>
Fire			
Fire Protection	1,885,007	1,861,889	1,939,032
Water Costs Fire Protection	350,000	350,000	375,000
	<u>\$ 2,235,007</u>	<u>\$ 2,211,889</u>	<u>\$ 2,314,032</u>
Emergency Measures			
911 Communications Centre	124,010	124,010	133,758
EMO Director/Committee	5,000	20,000	25,000
	<u>\$ 129,010</u>	<u>\$ 144,010</u>	<u>\$ 158,758</u>
Other			
Animal & Pest Control	7,000	12,000	9,500
Other	25,000	5,000	15,000
	<u>\$ 32,000</u>	<u>\$ 17,000</u>	<u>\$ 24,500</u>
Total Protective Services	<u>\$ 4,589,972</u>	<u>\$ 4,567,051</u>	<u>\$ 4,744,123</u>

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**Transportation Services****Common Services**

Administration (Wages & Benefits)  
Workshops, Yards & Equipment  
Engineering

Year End Outlook	Budget 2015	Budget 2016
1,744,000	1,765,753	1,784,983
541,138	585,500	580,500
4,000	15,000	5,000
<b>\$ 2,289,138</b>	<b>\$ 2,366,253</b>	<b>\$ 2,370,483</b>

Street Cleaning & Flushing  
Roads & Streets  
Crosswalks & Sidewalks  
Culverts & Drainage Ditches  
Snow & Ice Removal

35,000	35,000	35,000
73,000	83,000	83,000
15,500	18,000	14,349
67,000	80,000	60,000
507,081	459,000	512,000
<b>\$ 697,581</b>	<b>\$ 675,000</b>	<b>\$ 704,349</b>

Street Lighting

145,000 147,680 146,000

**Traffic Services**

Street Signs  
Traffic Lanemarking  
Traffic Signals  
Railway Crossing

13,000	10,000	10,000
20,038	24,000	26,000
25,000	18,000	25,000
18,000	24,000	18,000
<b>\$ 76,038</b>	<b>\$ 76,000</b>	<b>\$ 79,000</b>

**Public Transit**

Public Transit - Comex Service  
KV Committee for the Disabled  
Public Transit - Other

78,225	87,000	62,000
2,500	2,500	-
3,500	1,500	3,500
<b>\$ 84,225</b>	<b>\$ 91,000</b>	<b>\$ 65,500</b>

Total Transportation Services

<b>\$ 3,291,982</b>	<b>\$ 3,355,933</b>	<b>\$ 3,365,331</b>
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**Environmental Health Services**

Solid Waste Disposal Land Fill  
Solid Waste Disposal Compost  
Solid Waste Collection  
Solid Waste Collection Curbside Recycling  
Clean Up Campaign

210,000	230,000	210,000
26,000	28,000	28,000
260,000	270,000	260,000
95,227	70,000	90,000
50,000	35,000	50,000
<b>\$ 641,227</b>	<b>\$ 633,000</b>	<b>\$ 638,000</b>

**Environmental Development Services****Planning & Zoning**

Administration  
Planning Projects  
Heritage Committee

438,600	472,000	443,900
25,000	50,000	100,000
7,527	7,500	7,500
<b>\$ 471,127</b>	<b>\$ 529,500</b>	<b>\$ 551,400</b>

Economic Development Comm.  
Tourism

86,422	86,422	86,422
3,200	3,200	3,200
<b>\$ 89,622</b>	<b>\$ 89,622</b>	<b>\$ 89,622</b>

<b>\$ 560,749</b>	<b>\$ 619,122</b>	<b>\$ 641,022</b>
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	Year End Outlook	Budget 2015	Budget 2016
<b>Recreation &amp; Cultural Services</b>			
Administration	237,091	235,800	242,315
Beaches	50,985	60,800	57,784
Rothsay Arena	299,436	263,500	276,381
Memorial Centre	58,589	63,000	63,000
Summer Programs	59,050	58,700	56,049
Parks & Gardens	532,600	531,000	546,400
Playgrounds and Fields	100,000	117,800	108,000
Common Operations	-	-	36,597
Big Rothsay Read	1,868	1,000	1,000
Special Events	32,823	31,500	36,500
sub total	1,372,442	1,363,100	1,424,025
Regional Facilities Commission	350,472	350,472	390,071
Kennebecasis Public Library	73,765	73,772	85,576
Rothsay Living Museum	1,200	4,000	4,000
	\$ 1,797,880	\$ 1,791,344	\$ 1,903,673
<b>Fiscal Services</b>			
<b>Debt Charges</b>			
Interest	204,674	186,031	256,393
Debenture Payments	669,000	669,000	830,000
	\$ 873,674	\$ 855,031	\$ 1,086,393
<b>Transfers To:</b>			
Capital Fund for Capital Expenditures	2,145,000	2,040,000	2,226,000
Reserve Funds	422,500	422,500	100,000
Town Hall Reserve Transfer	10,000	10,000	10,000
	\$ 2,577,500	\$ 2,472,500	\$ 2,336,000
	\$ 3,451,174	\$ 3,327,531	\$ 3,422,393

# Town of Rothesay

Capital Plan Summary  
General Fund

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## Services

	Total	Operating	Reserves	Gas Tax	Grants	Borrow
<b>GEVERAL GOVERNMENT</b>						
Building	-	-	-	-	-	-
IT	75,000	75,000	-	-	-	-
	75,000	75,000	-	-	-	-
<b>PROTECTIVE</b>						
	26,000	26,000	-	-	-	-
	26,000	26,000	-	-	-	-
<b>TRANSPORTATION</b>						
Buildings	160,000	160,000	-	-	-	-
Designated Highways	250,000	250,000	-	-	-	-
Drainage	200,000	-	-	-	-	200,000
Street surfacing	1,277,000	827,000	300,000	-	-	150,000
Sidewalks	250,000	100,000	-	150,000	-	-
Design Studies	130,000	130,000	-	-	-	-
Equipment	343,000	343,000	-	-	-	-
	2,610,000	1,810,000	300,000	150,000	-	350,000
<b>RECREATION</b>						
Equipment	315,000	315,000	-	-	-	-
	315,000	315,000	-	-	-	-
Total Capital Expenditures	\$ 3,026,000	\$ 2,226,000	\$ 300,000	\$ 150,000	\$ -	\$ 350,000
	\$ 3,026,000					

# Town of Rothesay

## General Government Capital Budget

Server and iPads

2016	Operating	Reserves	Grants	Borrow
75,000	75,000			
\$ 75,000	\$ 75,000	\$ -	\$ -	
	\$ 75,000			

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# Town of Rothesay

## Protective Services Capital Budget

	2016	Operating	Reserves	Grants	Borrow
Heat Pumps - Sta 1	20,000	20,000			
4 sets turn out gear	10,000	10,000			
Fitness Equipment	13,000	13,000			
Aux personal protective equipment	11,000	11,000			
fire hose	10,000	10,000			
	<u>\$ 64,000</u>	<u>\$ 64,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

2015 Percentage                      \$ 64,000  
40.69%

\$ 26,039    \$ 26,039    \$ -    \$ -    \$ -

\$ 26,039

rounded            \$ 26,000

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# Town of Rothesay

## 2016 BUDGET YEAR

	Operating	Reserves	Gas Tax	Provincial	Borrow
<b>Municipal Streets</b>					
Asphalt Surface Course, Various Streets.	600,000	300,000	300,000		
Wells; Microsurfacing treatment	385,000	385,000			
Street Trees	10,000	10,000			
RA5 River road	60,000	60,000			
Almon Lane Street (including come curb)	100,000				100,000
Peters Lane Street (including some curb)	50,000				50,000
Tree guards for Hampton Road	22,000	22,000			
Oakville Acres paths and footbridges	50,000	50,000			-
	1,277,000	827,000	300,000	-	-
					150,000
<b>Municipal Curb &amp; Sidewalk</b>					
Curb and Gutter, Sidewalk improvements, Various Streets.			-		
Curb and Sidewalk Parkdale/Chapel (5 year plan)	250,000	100,000	150,000		
	250,000	100,000	-	150,000	-
<b>Municipal Drainage</b>					
Almon Lane storm	125,000		-		125,000
Peters Lane storm	75,000		-		75,000
General renewal of existing					
	200,000	-	-	-	-
					200,000
<b>Municipally Designated Highways</b>					
Hampton Road, Henderson to Rothesay Road (Rothesay share)	250,000	250,000		-	
	250,000	250,000	-	-	-
<b>Municipal Design Studies/future engineering</b>					
Oakville Lane Storm Sewer/street design 2017	30,000	30,000			
2017 Asphalt program design	60,000	60,000			
General Specification for contracting	40,000	40,000			
	130,000	130,000	-	-	-
<b>Municipal Buildings &amp; Structures</b>					
Master Drive Site Development (salt shed)	125,000	125,000			
Bicycle racks (Town Hall, Arena, McGuire, AMF)	35,000	35,000			
	160,000	160,000	-	-	-
<b>Municipal Equipment Replacement Program</b>					
Backhoe replacement (deferred from 2015)	230,000	230,000	-		
Replace RO69 (3/4 ton service vehicle)	50,000	50,000			-
Blower for third trackless	15,000	15,000			
Blower for skidsteer	20,000	20,000			
Tree mulcher for skidsteer	28,000	28,000			
	343,000	343,000	-	-	-
<b>2016 Municipal Capital Plan Totals</b>					
2016 Municipal Streets Plan	1,277,000	827,000	300,000	-	-
2016 Municipal Curb & Sidewalk Plan	250,000	100,000	-	150,000	-
2016 Municipal Drainage Plan	200,000	-	-	-	200,000
2016 Municipal Buildings	160,000	160,000	-	-	-
2016 Designated Highways Plan:	250,000	250,000	-	-	-
2016 Municipal Design Studies	130,000	130,000	-	-	-
2016 Municipal Equipment Replacement Program	343,000	343,000	-	-	-
<b>2016 ESTIMATED CAPITAL WORKS PROGRAM</b>	<b>\$ 2,610,000</b>	<b>\$ 1,810,000</b>	<b>\$ 300,000</b>	<b>\$ 150,000</b>	<b>\$ -</b>
					<b>\$ 350,000</b>

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# Town of Rothesay

## Recreation & Culture Capital Budget

	2016	Operating	Reserves	Grants	Borrow
Common	30,000	30,000			
Security Cameras	30,000	30,000			
Cathodic Protection - Renforth Wharf	60,000	60,000			
Arena Lobby Roof & tie off	30,000	30,000			
Wells Park paving	20,000	20,000			
Parks Garage Roof	20,000	20,000			
McGuire Parking Lot	125,000	125,000			
	\$ 315,000	\$ 315,000	\$ -	\$ -	
		\$ 315,000			

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# Town of Rothesay

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2016 UTILITY OPERATING FUND BUDGET 2015Dec7OpenFINAL\_012

	Outlook	2015 Budget	2016 Budget
<b>REVENUE</b>			
1 Sale of Water	\$ 892,626	\$ 890,400	\$ 962,000
2 Water Connection Fees	48,200	35,000	35,000
3 Meter and Non-Hookup Fees	35,684	30,000	35,000
4 Water Supply for Fire Protection	350,000	350,000	375,000
5 Sewerage Services	1,474,612	1,473,400	1,520,000
6 Sewer Connection Fees	24,300	30,000	25,000
7 Development infrastructure-		-	
8 Interest Earned	48,618	35,000	40,000
9 Transfer from operating reserve		-	
10 Prior Years surplus		-	
11 Local improvement levy	59,269	60,000	55,000
12 Misc Revenue	4,000	5,000	3,000
<b>TOTAL REVENUE</b>	<b>\$ 2,937,309</b>	<b>\$ 2,908,800</b>	<b>\$ 3,050,000</b>

## EXPENDITURES

<b>WATER SUPPLY</b>			
13 Share of Overhead Expenses	\$ 243,000	\$ 243,000	\$ 255,000
14 Profess. Fees/Legal/Training	15,000	15,000	15,000
15 Purification/Treatment	310,000	262,348	304,000
16			
17 Water Purchased	1,000	1,200	1,000
18 Trans/Distribution	87,000	87,000	97,000
19 Power & Pumping	45,000	48,000	47,000
20 Billing and Collections	5,000	3,000	3,000
21 Other Expenses	16,000	16,000	15,000
<b>TOTAL WATER SUPPLY</b>	<b>\$ 722,000</b>	<b>\$ 675,548</b>	<b>\$ 737,000</b>

<b>SEWERAGE COLLECTION AND DISPOSAL</b>			
22 Share of Overhead Expenses	\$ 567,000	\$ 567,000	\$ 595,000
23 Profess. Fees/Legal/Training	25,000	28,860	29,000
24 Collection System	110,000	85,800	86,000
25 Lift Stations	25,000	19,000	29,000
26 Treatment/Disposal	60,000	74,250	68,000
27 Other Expenses	10,000	10,500	6,892
<b>TOTAL SEWERAGE COLL &amp; DISP</b>	<b>\$ 797,000</b>	<b>\$ 785,410</b>	<b>\$ 813,892</b>

\$ 1,519,000 \$ 1,460,958 \$ 1,550,892

<b>FISCAL SERVICES</b>			
28 Interest on Short Term Loans		\$ -	\$ 60,000
29 Interest on Long Term Debt- Water	225,307	225,307	216,522
30 Interest on Long Term Debt- Sewer	43,756	43,756	42,548
31 Principal Repayment- Water	352,765	352,765	386,293
32 Principal Repayment- Sewer	63,940	63,940	65,100
	685,768	685,768	770,463
	2,204,768	2,146,726	2,321,355
33 Trf to Reserves - connect fees	72,500	60,000	60,000
34 Trf to Reserves-Dev infrastruc.			
35 Trsfr to Reserve Accts - other	-	128,298	30,000
36 Capital Fund	565,000	500,000	475,000
37 Prev Yrs Deficits	73,776	73,776	163,645
<b>TOTAL FISCAL SERVICES</b>	<b>\$ 1,397,044</b>	<b>\$ 1,447,842</b>	<b>\$ 1,499,108</b>

<b>TOTAL EXPENSES</b>	<b>\$ 2,916,044</b>	<b>\$ 2,908,800</b>	<b>\$ 3,050,000</b>
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<b>NET INCOME (LOSS)</b>	<b>\$ 21,265</b>	<b>\$ 0</b>	<b>\$ (0)</b>
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# Town of Rothesay

## 2016 Draft Utilities Capital Plan Detail

### UTILITY CAPITAL PLAN - 2016

#### WATER CAPITAL PLAN - 2016

	Original 2016	Revisions	Revised 2016	Capital Reserves	Grants	Gas Tax/ Infrastructure	Operating	Borrow
Peters Lane	\$ 150,000	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Almon Lane	275,000	-	275,000	-	-	-	-	275,000
Water Plant Bldg, Aux Bldg	200,000		200,000				200,000	-
Water tank mixing system	25,000		25,000				25,000	-
Supply development	250,000	-	250,000	-	-	-	250,000	-

#### SEWER CAPITAL PLAN - 2016

WWTF Phase 1	\$ 7,500,000	\$ -	\$ 7,500,000	\$ -	\$ 5,000,000	\$ -	\$ -	\$ 2,500,000
Response unit	80,000	-	80,000	80,000	-	-	-	-
Peters Lane	150,000	-	150,000	-	-	-	-	150,000
Almon Lane	275,000	-	275,000	-	-	-	-	275,000
	\$ 8,005,000	\$ -	\$ 8,005,000	\$ 80,000	\$ 5,000,000	\$ -	\$ -	\$ 2,925,000
<b>TOTAL CAPITAL 2016</b>	<b>\$ 8,905,000</b>	<b>\$ -</b>	<b>\$ 8,905,000</b>	<b>\$ 80,000</b>	<b>\$ 5,000,000</b>	<b>\$ -</b>	<b>\$ 475,000</b>	<b>\$ 3,350,000</b>

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