

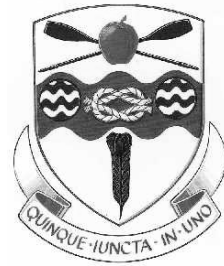


ROTHESAY COUNCIL

SPECIAL SESSION

Monday, November 25, 2013

MINUTES



PRESENT: MAYOR WILLIAM J. BISHOP
DEPUTY MAYOR NANCY GRANT
COUNCILLOR MATT ALEXANDER
COUNCILLOR PETER J. LEWIS
COUNCILLOR BLAIR MacDONALD
COUNCILLOR BILL McGUIRE (arrived at 1:00 pm)
COUNCILLOR MIRIAM WELLS

TOWN MANAGER JOHN JARVIE
TOWN CLERK MARY JANE BANKS
DIRECTOR OF OPERATIONS (DO) BRETT McLEAN
DIRECTOR OF PARKS/REC (DPR) CHARLES JENSEN
DIRECTOR OF PLANNING/DEVELOPMENT (DPDS) BRIAN WHITE
TREASURER SUSAN JOHNSON
FINANCIAL OFFICER ELLEN STEEVES

ABSENT: COUNCILLOR PAT GALLAGHER JETTE

Mayor Bishop called the meeting to order at 12:00 p.m.

1. APPROVAL OF AGENDA

MOVED by Counc. MacDonald and seconded by Counc. Alexander the agenda be approved as circulated.

CARRIED.

2. New Business – DRAFT 2014 Rothesay Budgets

Treasurer Johnson advised the budget is in draft form at this point and noted tax assessment information has not been received from the province yet. The budgets have been reviewed by senior staff, the Town Manager, the various committees and the Finance Committee. She noted the Council Priorities for 2013-2016: Community of Choice; Sustainable Infrastructure, Organizational Effectiveness. Treasurer Johnson noted the budget constraints of maintaining the tax rate and the provincial debt service ratio maximum of 20%, pointing out Rothesay is currently at approximately 5.6%. She noted the order of review would be as follows:

- 2.1 2014 Draft Utility Operating Budget
- 2.2 2014 Draft Utility Capital Budget
- 2.3 2014 Draft General Operating Budget
- 2.4 2014 Draft General Capital Budget

Draft Utility Operating Budget

- recommendation to increase the water rate per cubic metre to \$1.00 (last increase in 2011)
- recommendation to increase sewer rate to \$320
- increase in transfer for fire protection to \$350,000 (which included treatment, power, debt-service costs)
- increase in well-cleaning costs and overhead expenses as well.
- transfer of \$139,000 deficit in 2012
- average Rothesay water and sewer bill will be \$760, which is comparable to (if not less than) other communities
- rates are calculated based on costs of operating rather than CPI

ROTHESAY COUNCIL

Special Session
Meeting Minutes

-2-

25 November 2013

Draft Utility Capital Budget

- Council will be asked to approve each project by separate motion
- projects include water system supply development, water treatment plant upgrades, Green Road and Alexander Avenue sanitary sewer replacement and wastewater treatment plant pre-design
- the Green Road project is being brought forward as the street requires asphalt and the sanitary sewer is in poor condition
- there is a private water system at the top of Green Road and if water lines are installed as well, this can open up development in the Hillside area
- request for review of policy on water system installations – cost-sharing with residents and where work is done
- sanitary upgrade for Alexander Avenue includes curb/gutter on Tennis Court Road
- curb/gutter installation is generally related to stormwater management (grade of road)

Draft General Operating Budget

- main increase in General Government is increased office building costs with the loss of the tenant
- protective services have increased (police about 4.6% and fire recommended at 5 ½% rather than requested 8.4%)
- transportation costs are reduced with changes to the snow removal contracts
- environmental health reduced with the removal of curbside recycling
- environmental development services has a slight reduction
- parks/recreation reduced with the plan to have the Y operate the summer Day Camp program
- general breakdown:
 - protective services 28%
 - transportation 20%
 - fiscal services 20%
 - recreation and cultural services 11%
 - general government 13%
 - environmental health 5%
 - environmental development 3%
- request for comparative figures from other communities on recreation/cultural services budget allocation
- estimated tax assessment base increase of 1.49% for 2014
- request for summary of assessments appealed/reduced in 2013
- revenues reduced by loss of Town Hall rent, reduction in apartment rentals, 33% reduction in unconditional grant
- increase in utility fund transfer
- recommendation to maintain the tax rate at \$1.19

Draft General Capital Budget

- approximately \$1.16 million will come from reserves for capital expenditures
 - Council can decide to borrow rather than fund from reserves
- capital budget totals approximately \$16.7 million
 - transportation – paving \$2.375 million
 - Oakville Acres \$3 million
 - designated highways \$1.6 million
 - buildings and equipment \$605,000
 - curb and sidewalk \$320,000
 - recreation project \$ 6 million

ROTHESAY COUNCIL

Special Session

Meeting Minutes

-3-

25 November 2013

- Rothesay Common project \$2.4 million
- equipment and buildings \$315,000
- general government \$ 47,000
- protective services \$ 57,000
- funding breakdown
 - Operating \$2.005 million
 - Reserves \$1.16 million
 - Grants \$3.53 million
 - Provincial \$ 750,000
 - Borrowing \$9.28 million

Counc. McGuire arrived at 1:00 p.m.

There was a brief discussion with respect to recent discussions with MLA Hon. Ted Flemming about designated highways funding and the Rothesay Common proposed covenant. Town Manager Jarvie advised the Legislature will likely start its spring session in late January because of the provincial election scheduled for Fall 2014.

Counc. Lewis requested predicted cost impacts of major upcoming projects on the tax rate over the next few years. Treasurer Johnson suggested earlier calculations in the summer indicated perhaps a 5 cent tax increase for the recreation project, noting the calculations also depend on grants received and the tax assessment. She advised the Town will be required to apply for borrowing authority and projections would be needed for those applications, which require Council approval.

Counc. MacDonald thanked Treasurer Johnson and her staff for their work, particularly considering the resources required for PSAB implementation. Treasurer Johnson thanked Corinne Bexson for her work on the PSAB project. There was consensus the draft budget as presented was acceptable and it will be presented at the December Council meeting with possibly a few minor changes, for approval by Council.

3. NEXT MEETING

The next regular meeting will be held on Monday, December 9, 2013.

4. ADJOURNMENT

5. ADJOURNMENT

MOVED by Counc. Alexander and seconded by Counc. Wells the meeting be adjourned.

CARRIED.

The meeting adjourned at 1:05 p.m.

MAYOR

CLERK