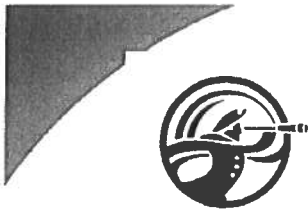




ROTHESAY
SPECIAL COUNCIL MEETING
Rothesay Town Hall
Monday, November 26, 2018
8:00 pm



-
- 1. APPROVAL OF AGENDA**
 - 2. New Business – DRAFT 2019 Rothesay Budgets**
 - 2.1 2019 General Fund Operating Budget
 - 2.2 2019 General Fund Capital Budget
 - 2.3 2019 Utility Fund Operating Budget
 - 2.4 2019 Utility Fund Capital Budget
 - 3. NEXT MEETING**
Monday, December 10, 2018
 - 4. ADJOURNMENT**



ROTHESAY

GENERAL OPERATING FUND BUDGET 2019 – HIGHLIGHTS

1. Total Operating Budget \$17.615 million an increase of 2% over the 2018 budget
2. Assumed 2% increase in aggregate property tax assessments
3. No change to the tax rate (**remains at** \$1.24 per \$100 of assessment)
4. **General Government** includes the administrative costs, insurance and other overhead expenditures and has an increase of approximately 4.4%
5. **Protective Services** budgets reflect the submissions from the Fire and Police Boards as well as EMO expenditures
6. **Transportation Services** reflect an increase from the 2018 budget of .5% to reflect costs of snow removal contracts, salt expenditures and wages.
7. **Environmental Health Services** includes garbage collection and disposal
8. **Environmental Development Services** includes anticipated expenditures associated with the completion of the Municipal Plan review
9. **Recreation & Cultural Services** includes the maintenance of trail infrastructure, regional facilities, parks, etc.
10. **Fiscal Services** includes debt service costs and an increase in the funding of capital projects

Total proposed expenditures by category are as follows:

General Government Services	\$ 2,224,000	12.6%
Protective Services	\$ 5,020,000	28.5%
Transportation Services	\$ 3,424,000	19.5%
Environmental Health Services	\$ 615,000	3.5%
Environmental Development (planning)	\$ 650,000	3.7%
Recreation and Cultural Services	\$ 2,050,000	11.6%
Fiscal Services (P&I)	\$ 1,232,000	7.0%
Capital Expenditures	\$ 2,400,000	13.6%

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Town of Rothesay

General Fund Master Budget 2018

	Year End Outlook	Budget 2018	Budget 2019	
REVENUE				
Warrant of Assessment	\$ 15,513,249	\$ 15,513,249	\$ 15,823,514	2.00%
Sale of Services	393,700	391,055	403,043	
Services to Province of New Brunswick	60,000	60,000	60,000	
Other Revenue from Own Sources	415,460	184,385	103,642	
Unconditional Grant	121,594	121,594	121,594	
Conditional Transfers	43,250	21,500	26,500	
Other Transfers	983,217	983,217	1,076,706	
	<u>\$ 17,530,470</u>	<u>\$ 17,275,000</u>	<u>\$ 17,615,000</u>	1.97%
EXPENSES				
General Government Services	2,105,237	2,129,216	2,223,961	4.45%
Protective Services	4,801,537	4,810,037	5,020,062	4.37%
Transportation Services	3,511,371	3,405,473	3,424,029	0.54%
Environmental Health Services	645,915	613,000	615,000	0.33%
Environmental Development	563,361	638,122	649,680	1.81%
Recreation & Cultural Services	2,025,402	1,999,348	2,049,910	2.53%
	<u>13,652,824</u>	<u>13,595,197</u>	<u>13,982,643</u>	2.85%
Fiscal Services	3,876,303	3,679,803	3,632,357	-1.29%
	<u>\$ 17,529,127</u>	<u>\$ 17,275,000</u>	<u>\$ 17,615,000</u>	1.97%
Surplus (Deficit) for the Year	\$ 1,343	-\$ 0	0	

	Year End Outlook	Budget 2018	Budget 2019
REVENUE			
Sale of Services			
Bill McGuire Memorial Centre	30,000	30,000	30,000
Town Hall Rent	50,000	50,000	50,000
Rental Revenue	10,400	8,555	8,565
Arena Revenue	238,000	238,200	245,678
Community Garden	1,600	1,300	1,300
Recreation Programs	63,700	63,000	67,500
	<u>\$ 393,700</u>	<u>\$ 391,055</u>	<u>\$ 403,043</u>
Other Revenue from Own Sources			
Licenses & Permits	123,000	95,000	95,000
Special Payment	66,960	66,960	-
Interest	25,000	13,000	5,000
Miscellaneous	32,000	9,125	3,642
Sale of Assets	68,000	-	-
Recycling Dollies, & Lids	500	300	-
Transfer from operating reserve	100,000	-	-
	<u>\$ 415,460</u>	<u>\$ 184,385</u>	<u>\$ 103,642</u>
Conditional Transfers			
Canada Day Grant	1,250	1,500	1,500
Grant - Other	42,000	20,000	25,000
	<u>\$ 43,250</u>	<u>\$ 21,500</u>	<u>\$ 26,500</u>
Other Transfers			
Surplus of 2nd Previous Year	43,217	43,217	76,706
Utility Fund Transfer	940,000	940,000	1,000,000
	<u>\$ 983,217</u>	<u>\$ 983,217</u>	<u>\$ 1,076,706</u>

	Year End Outlook	Budget 2018	Budget 2019
EXPENSES			
General Government Services			
Legislative			
Mayor	37,100	37,100	42,500
Councillors	106,343	106,343	121,100
Regional Service Commission 9	6,138	6,138	7,000
UMNB-FCM Local Gov'ts for Sustainability	-	-	-
Other	3,500	8,500	8,500
	<u>\$ 153,081</u>	<u>\$ 158,081</u>	<u>\$ 179,100</u>
Administrative			
Office Building	144,308	140,000	136,500
Solicitor	30,000	50,000	50,000
Administration - Wages & Benefits	976,742	1,013,400	1,031,300
Supplies	108,000	116,000	114,000
Professional Fees	100,000	50,000	55,000
Other	110,305	109,156	158,500
	<u>\$ 1,469,355</u>	<u>\$ 1,478,556</u>	<u>\$ 1,545,300</u>
Other General Government Services			
Community Communications	25,000	33,000	10,000
Civic Relations	1,000	4,000	4,000
Insurance	176,440	166,871	190,000
Donations	30,000	38,000	40,000
Cost of Assessment	242,707	242,707	247,561
Property Taxes - L.P.P.	7,654	8,000	8,000
	<u>\$ 482,801</u>	<u>\$ 492,579</u>	<u>\$ 499,561</u>
	<u>\$ 2,105,237</u>	<u>\$ 2,129,216</u>	<u>\$ 2,223,961</u>
Protective Services			
Police			
Police Protection	2,299,424	2,299,424	2,449,895
Crime Stoppers	2,800	2,800	2,800
	<u>\$ 2,302,224</u>	<u>\$ 2,302,224</u>	<u>\$ 2,452,695</u>
Fire			
Fire Protection	1,951,482	1,951,482	2,064,342
Water Costs Fire Protection	380,000	380,000	325,000
	<u>\$ 2,331,482</u>	<u>\$ 2,331,482</u>	<u>\$ 2,389,342</u>
Emergency Measures			
911 Communications Centre	141,831	141,831	148,525
EMO Director/Committee	5,000	15,000	10,000
	<u>\$ 146,831</u>	<u>\$ 156,831</u>	<u>\$ 158,525</u>
Other			
Animal & Pest Control	6,000	9,500	9,500
Other	15,000	10,000	10,000
	<u>\$ 21,000</u>	<u>\$ 19,500</u>	<u>\$ 19,500</u>
Total Protective Services	<u>\$ 4,801,537</u>	<u>\$ 4,810,037</u>	<u>\$ 5,020,062</u>

	Year End Outlook	Budget 2018	Budget 2019
Transportation Services			
Common Services			
Administration (Wages & Benefits)	1,753,260	1,860,563	1,776,862
Workshops, Yards & Equipment	536,796	537,500	594,104
Engineering	7,500	7,500	7,500
	<u>\$ 2,297,556</u>	<u>\$ 2,405,563</u>	<u>\$ 2,378,466</u>
Street Cleaning & Flushing	30,000	40,000	20,000
Roads & Streets	57,500	68,000	65,000
Crosswalks & Sidewalks	17,000	19,410	20,563
Culverts & Drainage Ditches	60,000	75,000	65,000
Snow & Ice Removal	550,000	500,000	554,000
	<u>\$ 714,500</u>	<u>\$ 702,410</u>	<u>\$ 724,563</u>
Street Lighting	150,815	146,000	145,000
2018 Flood Costs	200,000	-	-
Traffic Services			
Street Signs	10,000	15,000	12,000
Traffic Lanemarking	25,000	25,000	30,000
Traffic Signals	20,000	20,000	40,000
Railway Crossing	20,000	18,000	20,000
	<u>\$ 75,000</u>	<u>\$ 78,000</u>	<u>\$ 102,000</u>
Public Transit			
Public Transit - Comex Service	64,000	64,000	66,000
KV Committee for the Disabled	7,000	7,000	5,500
Public Transit - Other	2,500	2,500	2,500
	<u>\$ 73,500</u>	<u>\$ 73,500</u>	<u>\$ 74,000</u>
Total Transportation Services	<u>\$ 3,511,371</u>	<u>\$ 3,405,473</u>	<u>\$ 3,424,029</u>
Environmental Health Services			
Solid Waste Disposal Land Fill	216,949	193,000	195,000
Solid Waste Disposal Compost	28,093	25,000	25,000
Solid Waste Collection	260,000	260,000	260,000
Clean Up Campaign	40,000	40,000	40,000
Curbside Recycling	100,874	95,000	95,000
	<u>\$ 645,915</u>	<u>\$ 613,000</u>	<u>\$ 615,000</u>

	Year End Outlook	Budget 2018	Budget 2019
Environmental Development Services			
Planning & Zoning			
Administration	371,239	401,000	460,200
Planning Projects	100,000	145,000	85,000
Heritage Committee	2,500	2,500	2,500
	\$ 473,739	\$ 548,500	\$ 547,700
Economic Development Comm.			
Tourism	86,422	86,422	98,780
	3,200	3,200	3,200
	\$ 89,622	\$ 89,622	\$ 101,980
	\$ 563,361	\$ 638,122	\$ 649,680
Recreation & Cultural Services			
Administration	255,080	253,717	259,500
Beaches	28,863	53,419	39,000
Rothesay Arena	319,100	329,680	332,680
Memorial Centre	58,644	57,000	57,000
Summer Programs	56,988	60,862	61,000
Parks & Gardens	616,354	581,700	585,700
Playgrounds and Fields	101,000	110,000	110,000
Common operations	55,000	45,005	48,335
Big Rothesay Read	-	-	-
Special Events	29,300	36,000	36,000
PRO Kids	-	7,500	7,500
sub total	1,520,329	1,534,883	1,536,715
Kennebecasis Public Library			
Regional Facilities Commission	84,600	84,500	84,600
Rothesay Living Museum	418,973	378,465	427,095
	1,500	1,500	1,500
	\$ 2,025,402	\$ 1,999,348	\$ 2,049,910
Fiscal Services			
Debt Charges			
Interest	224,803	227,303	198,857
Debenture Payments	1,009,000	1,009,000	1,033,000
	\$ 1,233,803	\$ 1,236,303	\$ 1,231,857
Transfers To:			
Capital Fund for Capital Expenditures	2,632,500	2,433,500	2,390,500
Reserve Funds	-	-	-
Town Hall Reserve Transfer	10,000	10,000	10,000
	\$ 2,642,500	\$ 2,443,500	\$ 2,400,500
	\$ 3,876,303	\$ 3,679,803	\$ 3,632,357

GENERAL CAPITAL FUND BUDGET 2019 – HIGHLIGHTS

1. Total Capital Budget of \$5.8 million
2. Projects funded by operating revenue, Gas Tax and reserves, grants, and debt.
3. **Transportation**
 - Street surfacing of \$1.4 million (includes asphalt and micro-sealing)
 - Church Avenue storm drainage estimated as \$900,000
 - Marr Road sidewalk/curb estimated as \$425,000
 - Designated Highway and related sidewalk of \$282,500, contingent upon Provincial funding
 - Fleet replacement plan includes \$580,000 to replace old equipment
4. **Recreation**
 - Wells Trail connector to Grove Ave project of \$1,050,000 contingent upon external funding
 - Arthur Miller field replacement estimated as \$400,000
 - Equipment replacement plan of \$85,000
5. **Protective Services**
 - Rothesay share of fire equipment, including vehicle, is \$306,000
6. **General Government**
 - Computer equipment and building upgrades of \$90,000

Town of Rothesay

Capital Plan Summary
General Fund

2019

Services	Total	Operating	Reserves	Gas Tax	Grants	Borrow
GENERAL GOVERNMENT						
Building (Town Hall)	90,000	90,000	-	-	-	-
IT (MS Office/Server/Laptops)	50,000	50,000	-	-	-	-
	<u>140,000</u>	<u>140,000</u>	-	-	-	-
PROTECTIVE (Fire Dept)						
	306,000	40,500	-	-	-	265,600
	<u>306,000</u>	<u>40,500</u>	-	-	-	<u>265,600</u>
TRANSPORTATION						
Street surfacing (per approved list)	1,370,000	570,000	-	800,000	-	-
Curb & Sidewalks (Marr Road)	425,000	425,000	-	-	-	-
Drainage (church avenue)	930,000	300,000	-	130,000	-	500,000
Designated Highways	282,500	-	70,625	-	211,875	-
Design / Studies	110,000	110,000	-	-	-	-
Fleet / Equipment	580,000	580,000	-	-	-	-
	<u>3,697,500</u>	<u>1,985,000</u>	<u>70,625</u>	<u>930,000</u>	<u>211,875</u>	<u>500,000</u>
RECREATION						
Arthur Miller Field surface	400,000	-	-	-	-	400,000
Trails	40,000	40,000	-	-	-	-
Arena renovation contract mgmt fees	100,000	100,000	-	-	-	-
Connector trail	1,050,000	-	350,000	-	700,000	-
Truck	60,000	60,000	-	-	-	-
Equipment	25,000	25,000	-	-	-	-
	<u>1,675,000</u>	<u>225,000</u>	<u>350,000</u>	-	<u>700,000</u>	<u>400,000</u>
Total Capital Expenditures	\$ 5,818,500	\$ 2,390,500	\$ 420,625	\$ 930,000	\$ 911,875	\$ 1,165,600



ROTHESAY



70 Hampton Road
Rothesay, NB
Canada E2E 5L5

T: 506-848-6600
F: 506-848-6677

Rothesay@rothesay.ca
www.rothesay.ca

UTILITY OPERATING FUND BUDGET 2019 HIGHLIGHTS

1. Total Revenue \$3,220,000
2. Revenue from sale of water of \$1,050,000; no change to water rates (base rate remains at \$1.15 per cubic metre and \$200 per annum fixed fee)
3. Revenue from sewerage services \$1,610,000; no change to sewer rates of \$370 per equivalent unit
4. Total operating expenses, including debt service charges increased by 1.1% to \$2,550,000

- **Expenses:**

Water Supply	\$ 939,100
Sewer Collection and Disposal	844,500
Fiscal Services	<u>766,400</u>
Total	<u>\$ 2,550,000</u>

- **Revenue:**

Sale of Water	\$ 1,050,000
Sewerage services	1,610,000
Other Revenue	<u>560,000</u>
	<u>\$ 3,220,000</u>

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Town of Rothesay Page #11

2019 UTILITY OPERATING FUND BUDGET

	2018 Outlook	2018 Budget	2019 Budget
REVENUE			
1 Sale of Water	\$ 1,050,000	\$ 1,000,000	\$ 1,050,000
2 Water Connection Fees	118,000	35,000	45,000
3 Meter and Non-Hookup Fees	45,000	35,000	42,100
4 Water Supply for Fire Protection	380,000	380,000	325,000
5 Sewerage Services	1,622,000	1,610,000	1,610,000
6 Sewer Connection Fees	62,000	25,000	25,000
7 Infrastructure grants	50,000		
8 Interest Earned	8,000	50,000	50,000
9 Transfer from operating reserve			
10 Prior Years surplus	21,125	21,125	11,713
11 Local improvement levy	59,000	59,000	59,000
12 Misc Revenue	4,875	4,875	2,187
TOTAL REVENUE	\$ 3,420,000	\$ 3,220,000	\$ 3,220,000

EXPENDITURES

WATER SUPPLY			
13 Share of Overhead Expenses	\$ 374,000	374,000	400,000
14 Profess. Fees/Legal/Training	13,000	13,000	11,500
15 Purification/Treatment	363,000	336,000	357,000
16 Water Purchased	800	500	600
17 Trans/Distribution	96,000	96,000	112,000
18 Power & Pumping	45,000	43,000	42,000
19 Billing and Collections	1,000	5,000	4,000
20 Other Expenses	7,200	18,500	12,000
TOTAL WATER SUPPLY	\$ 900,000	\$ 886,000	\$ 939,100

SEWERAGE COLLECTION AND DISPOSAL			
21 Share of Overhead Expenses	\$ 566,000	566,000	600,000
22 Profess. Fees/Legal/Training	10,000	25,000	19,000
23 Collection System	67,000	84,000	84,000
24 Lift Stations	40,000	40,000	42,000
25 Treatment/Disposal	83,500	56,000	92,000
26 Other Expenses (study)	80,000	7,431	7,502
TOTAL SEWERAGE COLL & DISP	\$ 846,500	778,431	844,502

\$ 1,746,500 \$ 1,664,431 \$ 1,783,602

FISCAL SERVICES			
27 Interest on Short Term Loans		25,000	-
28 Interest on Long Term Debt- Water	202,773	202,773	217,958
29 Interest on Long Term Debt- Sewer	83,445	83,445	89,494
30 Principal Repayment- Water	424,532	424,532	327,357
31 Principal Repayment- Sewer	122,820	122,820	108,780
32 New Debenture	-	-	22,809
33	833,570	858,569	766,398
34			
35 Trf to Reserves - connect fees	180,000	60,000	70,000
36 Trf to Reserves-Dev infrastruc.	235,000		
37 Trsfr to Reserve Accts - other			
38 Capital Fund	406,000	637,000	600,000
39 Prev Yrs Deficits			
TOTAL FISCAL SERVICES	\$ 1,654,570	\$ 1,555,569	\$ 1,436,398

TOTAL EXPENSES	\$ 3,401,070	\$ 3,220,000	\$ 3,220,000
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NET INCOME (LOSS)	\$ 18,930	\$ 0	\$ (0)
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UTILITY CAPITAL FUND BUDGET 2019 – HIGHLIGHTS

1. Capital Budget totals \$3.285 million;
2. The water budget of \$925,000 includes annual water supply development and tentative projects on Hillsview Crescent, Shadowhill Court. The water projects are dependent upon obtaining appropriate funding.
3. The sewer budget of \$2,360,000 includes preliminary design of the treatment facility (subject to external funding), and replacement of sewer lines in the area of Church Avenue.

Town of Rothesay

UTILITY CAPITAL PLAN - 2019

WATER CAPITAL PLAN - 2019

	2019	Capital Reserves	Grants	Gas Tax Infrastructure	Operating	Borrow
water quantity	300,000	-			300,000	
mcguire compound fencing	35,000				35,000	
filter bldg heating system	70,000				70,000	
Well drilling (carried forward)	70,000	50,000			20,000	
Hillsview/Shadow Hill Watermain	450,000	200,000			-	250,000

SEWER CAPITAL PLAN - 2019

asphalt related sewer work	100,000				100,000	
Church Avenue	650,000				-	650,000
RF SCADA changeover (carry forward)	35,000	35,000				
Turnbull Court design/engineering	75,000				75,000	
WWTF Phase 2 design	1,500,000		1,000,000			500,000
TOTAL CAPITAL 2019	3,285,000	285,000	1,000,000	-	600,000	1,400,000