

Town of Rothesay

Land Acknowledgement

We would like to respectfully acknowledge that our town of Rothesay exists on the traditional lands of the Wolastoqiyik / Maliseet and Mi'Kmaq whose ancestors, along with the Passamaquoddy / Peskotomuhkati Tribes / Nations signed Peace and friendship Treaties with the British Crown in the 1700s.

We respectfully acknowledge that The United Nations Declaration of the Rights of Indigenous Peoples (UNDRIP) was adopted by the United Nations on September 13, 2007 and enshrined in law in Canada by Parliament on June 21, 2021 as Bill C-15.

We respectfully endorse the Calls to Action of the Truth and Reconciliation Commission of 2015 as it applies to our Municipal Government of the town of Rothesay.

- presented by the Honourable Graydon Nicholas
September 13th, 2021



ROTHESAY
COUNCIL MEETING
By Webex Videoconference
Monday, January 10, 2022
7:00 p.m.



Public access to the livestream will be available online:

<https://www.youtube.com/user/RothesayNB>

Rothesay Land Acknowledgement

Deputy Mayor Alexander

1. APPROVAL OF AGENDA

2. APPROVAL OF MINUTES Regular Meeting 13 December 2021

➤ **Business Arising from Minutes**

3. OPENING REMARKS OF COUNCIL

3.1 Declaration of Conflict of Interest

4. DELEGATIONS

N/A

5. CORRESPONDENCE FOR ACTION

5.1 4 January 2022 Letter from resident RE: Fireworks

Refer to the Town Manager

6. CORRESPONDENCE - FOR INFORMATION

6.1 15 December 2021 Thank you from the Saint John Theatre Company

6.2 22 December 2021 Letter to Minister Allain RE: Local Governance and Local Governance Reform

6.3 24 December 2021 Thank you from PRUDE Inc.

7. REPORTS

7.0 January 2022 Report from Closed Session

7.1 22 November 2021 Fundy Regional Service Commission (FRSC) Meeting Minutes

7.2 30 November 2021 Draft unaudited Rothesay General Fund Financial Statements

30 November 2021 Draft unaudited Rothesay Utility Fund Financial Statements

7.3 December 2021 Monthly Building Permit Report

8. UNFINISHED BUSINESS

TABLED ITEMS

8.1 Wiljac Street Reconstruction and Extension – Design (Tabled March 2019)

No action at this time

8.2 Strong Court Sidewalk – Anglophone South School District (Tabled April 2021)

No action at this time

ROTHESAY

2022January10OpenSessionFINAL_002

Regular Council Meeting

Agenda

-2-

10 January 2022

8.3 Rothesay Arena Open House (Tabled September 2021)

No action at this time

9. NEW BUSINESS

9.1 Municipal Capital Borrowing Board (MCBB) Application – Fire Station #2 Renovation

4 January 2022

Memorandum from Treasurer MacDonald

9.2 Revised Gas Tax Plan

4 January 2022

Memorandum from Treasurer MacDonald

17 December 2021

Email from the Department of Environment and Local Government

REVISED

Gas Tax Plan 2019-2023

10. NEXT MEETING

Regular meeting

Monday, February 14, 2022

11. ADJOURNMENT

“THE AFFECTS OF FIREWORKS”

1.Do fireworks affect animals:

The **noise** and unpredictability of fireworks leads many dogs to perceive them as a threat. This triggers their fight-or-flight response. Your dog may bark at the noises or try to run away and hide. He may show other signs of anxiety, too, like restlessness, panting, pacing and whining.

Fireworks can worsen existing diseases and cause others. ... The chemicals are also **dangerous for cats and dogs**, just as they are for humans with respiratory diseases such as asthma. Careless use of fireworks can also cause mutilations and fatal accidents in animals near the event, as well as causing fires that harm animals.

Fireworks, especially when used at unpredictable times of year, **have the possibility to frighten livestock**, which can lead to lower production and even stock loss. Poultry especially are at risk of a “smother,” where birds huddle together which can result in some birds dying.

The **sounds trigger their nervous systems**, and they can become anxious or afraid. Running away from the noise is a survival instinct. Remember, to your dog, the experience of fireworks is different than other natural loud noises, like thunder. ... Dogs experience the world through their senses — nose, eyes, ears.

The majority of fearful dogs (almost 75%) had recovered by the next morning after experiencing a firework; nevertheless it took **between three days to a week** for full recovery in 12% of dogs, and a small proportion of dogs even took several weeks or even months to recover, with one dog's behaviour reported to never .

Physical damage to the hearing organs of animals

Noises caused by fireworks and firecrackers can lead to loss of hearing and tinnitus. **Dogs are known to suffer irreversible hearing loss** caused by proximity to the noise of gunfire.

2.Do fireworks affect people with PTSD?

Although beautiful to behold, **fireworks displays are triggering for people with PTSD**, many of whom struggle with loud noises. Symptoms of PTSD, which stem from a shocking or terrifying experience, can be triggered by sights, sounds, or smells that other people find tolerable or even enjoyable. Jun 30, 2021

3.Do fireworks affect our Veterans?

The sounds and flashes of fireworks triggers **post-traumatic stress disorder (PTSD)** in some veterans, a mental illness many of them struggle with after coming home. “Most of the other vets that I've talked to have a lot of anxiety,” Veteran Eric Lovell said. Jul 3, 2021

4. Do fireworks affect autism?

Many autistic adults and parents of autistic children tell us they choose not to celebrate firework nights because it is too noisy, unpredictable and unsettling. For some autistic people, the unexpected nature of displays can cause anxiety and stress, and for those with sensory issues, **fireworks can be very distressing**. Nov 4, 2020

I personally have witnessed a autistic child cringe down in a corner and put their hands over their ears and rock and rock. It was the most heartbreaking thing I have ever seen knowing there wasn't anything I could do.

I also take care of my 97 year old father who is a war veteran. He goes to bed at 10:00 faithfully every night. There are night when people down the street from me set off fireworks anywhere from 9:00 to 11:00. Some nights it will wake him and he thinks someone is shooting a gun and then he has a hard time to get back to sleep. Unfortunately I have to keep reassuring him it is just fireworks. His answer is why can't you stop them! I tell him that I can't.

But you know what, there is something you councillors can do so this doesn't happen to this child again or so this veteran my father doesn't think it is a gun going off in our neighbourhood.

Please stop the use of Fireworks in Town of Quispamsis and Town of Rothesay.

Thank you in advance for your consideration.

2022 January 100 Open Session FINAL 021

SAINT JOHN THEATRE COMPANY

December 15, 2021

Nancy Grant
Town of Rothesay
70 Hampton Rd
Rothesay NB E2E 5L5



Dear Nancy,

On behalf of the Board of Directors, volunteers, staff, and members of the company, thank you for your recent donation to the Saint John Theatre Company's Program and Operations Fund. Your gift will play an important role in ensuring the long-term sustainability and vitality of our organization.

It is only because of generous patrons like you that we are able to continue to create such high-quality theatrical productions that are both entertaining and inspiring for audiences and theatre makers alike. In addition to providing vital community outreach, we are fostering the next generation of theatre artists, and developing, showcasing and promoting local talent throughout Southern New Brunswick.

Again, thank you for your support.

Sincerely,



Stephen Tobias
Executive Director

*Thank you so much
Hope to see you soon*

S.T.



22 December 2021

NB Environment & Local Government
PO Box 6000
Fredericton, NB
E3B 5H1

Attention: Hon. Daniel Allain, Minister
Local Governance and Local Governance Reform

70 Hampton Road
Rothesay, NB
Canada E2E 5L5

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

Rothsay@rothesay.ca
www.rothesay.ca

Dear Mister Minister:

Re: White Paper on Local Governance Reform

On behalf of the Rothesay Council, I am writing about the *white paper*. Working Together For Vibrant and Sustainable Communities. Firstly, we wish to congratulate you and your team on a monumental piece of work. The *white paper* addresses long-standing issues detracting from quality local governance in New Brunswick. We note your willingness to be flexible as evident in the changes to the boundaries of many entities. We particularly applaud your removal of the “democratic deficit” which has kept a large minority from participating directly in local decisions.

Mr. Minister, while we are in strong support of the need for local governance reform as represented in the *white paper*, there are a few aspects that we believe deserve further examination.

We strongly encourage that in future ‘equalization’ approaches tax ‘burden’ should be emphasized rather than ‘tax rate’. In our view, property owners are more concerned with the size of the bill they receive than with the components of the calculation.

We are concerned that there will continue to be a significant subsidy for the maintenance of rural roads. This is exacerbated when rural taxpayers are not obliged to be responsible for HST or property tax associated with government services.

We are also concerned that in the model of the regional service commissions the cost of some social services may be moved to municipalities and the local property tax. We hope you will assure us this is not intended.

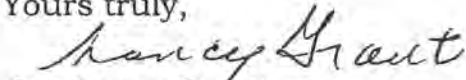
...2

We are also concerned that the Executive Director of the Regional Service Commission, an organization funded by local tax dollars and governed by locally elected officials, is to be chosen by a Government appointed facilitator.

Our Council recognizes the task has just begun; implementation of the principles and concepts contained in the *white paper* is an enormous task. We wish you success and encourage you to continue to consult broadly as has become a hallmark of your efforts.

All the best for the holiday season!

Yours truly,



Dr. Nancy Grant
Mayor

CC. : Hon. Hugh J. Flemming, QC
Rothesay Council



PRUDE INC.

165 Union Street, Suite 301
Saint John, New Brunswick
Tel: (506) 634-3088
Email: info@prudeinc.org

2022 January 10 Open Session FINAL_024

2112221515
3852 E2L



RECEIVED

DEC 24 2021

Town of Rothesay
Mayor Nancy Grant & Council
To Hampton Road
Rothesay NB
E2E 5Y2



Scan Me



www.prudeinc.org

65 Union Street, 3rd Floor, Saint John, N.B., E2L 5C7
Phone: (506) 634-3088 / Email: info@prudeinc.org



Sofia Cristanti

Artwork Description

Dancing at The Heritage Festival, 2018

Dancing at The Heritage Festival was inspired by my experiences as an Indonesian community dancer back in 2015 in Edmonton, Alberta.

The Edmonton Heritage Festival is a collection of Alberta Based cultural groups that come together, annually, to share their history, song, dance, and food with the world that come from more than 80 origin countries.

The illustration is telling the story of a cultural celebration. How a diverse immigrant community exhibits their heritage. It portrays with a figure of Indonesian female dancers, other visual symbols from different cultures like feet with ankle bracelets painted with henna wearing lots of charms, Dutch clogs, and a group of people dancing, patterns, and is set in Hawrelak Park.

I found it is one of the valuable folk stories that represent the complex story of Canada's people and places nowadays.

Contact

tantiasofia@gmail.com
P : 587 985 3208
@dreamlivingstudio
www.sofiacristanti.com

Size : 9 x 12 inches
Media : Mix-media
New Brunswick, 2018

Dear Nancy =
Thank you for supporting PRUOK's
40-year proud. Together we are
building "Ovesty" at this region.
Dec 2021
Chen's, Li Song





**Fundy Regional
Service Commission**

**Commission de Services
Régionaux de Fundy**

Regular Monthly Meeting

November 22, 2021

Minutes of the meeting of the Board of Directors of Fundy Regional Service Commission held on Monday, November 22, 2021, at 10 Crane Mountain Rd., Saint John NB.

1. Call to Order

The Board Chairperson, Brittany Merrifield, called the meeting to order at 10:02 a.m.

2. Record of Attendance

Brittany Merrifield	Chairperson
Jim Bedford	Vice Chairperson
Bette Ann Chatterton	Mayor, St. Martins
John MacKenzie	Deputy Mayor, Saint John
Nancy Grant	Mayor, Rothesay
Libby O'Hara	Mayor, Quispamsis
Cindy MacCready	Local Service District Representative
John Cairns	Local Service District Representative

Absent

Ray Riddell, Local Service District Representative

OTHERS

Marc MacLeod, Executive Director, FRSC

Alicia Raynes, Recording Secretary, FRSC

Gary Crossman, Minister of Environment

Bill Oliver, Speaker of the Legislative Assembly of New Brunswick

3. Approval of the Order of Business

The Chairperson asked for approval of the Order of Business

Motion: To approve the November 22, 2021 agenda as presented with the addition of number six g (6g) "Westfield Playground – CMEI Grant".

Moved: Director Cairns
Seconded: Director Bedford
Vote: Motion Carried

4. Disclosure of Conflict of Interest

Director MacCready expressed a conflict of interest on item six g (6g) "Westfield Playground – CMEI Grant".

5. Approval of the Minutes

Motion: To approve the October 25, 2021 minutes as presented.

Moved: Director O'Hara
Seconded: Director Bedford
Vote: *Motion Carried*

6. Finance

a. Generator - Debenture

Executive Director MacLeod explained that the MCBB approved the FRSC borrowing for a rebuild of the engine in the generation facility in the amount of \$250,000. This was approved in the budget and a motion is needed for the debenture.

Motion: It be resolved that the Executive Director and Chair be authorized to issue and sell to the New Brunswick Municipal Finance Corporation a Municipality of Fundy Regional Service Commission debenture in the principal amount of \$250,000 on such terms and conditions as are recommended by the New Brunswick Municipal Finance Corporation, and it be resolved that the Municipality of Fundy Regional Service Commission agree to issue post-dated cheques payable to the New Brunswick Municipal Finance Corporation as and when they are requested in payment of principal and interest charges on the above debenture.

Moved: Director O'Hara
Seconded: Director Grant
Vote: *Motion Carried*

It was further explained that the project was delayed a year from 2020 and the subsequent surplus was transferred to capital reserves to pay for any increased costs in the delay.

Motion: To approve transfer of \$42,000 from the Generation Facility Capital Reserve Fund for costs of the generator facility refurbishment.

Moved: Director MacKenzie
Seconded: Director Bedford
Vote: *Motion Carried*

b. MCBB Application - Compactor

Executive Director MacLeod explained that as approved in the 2022 Capital Budget, the landfill compactor is due for replacement. It was purchased in 2010 and was rebuilt in 2016. It was further explained that although a refurbished unit would be less expensive, it would use refurbished parts and would not come with any warranty.

Motion: Be it resolved that, in accordance with section 28 of the Regional Service Delivery Act, the Fundy Regional Service Commission intends to submit an application to the Municipal Capital

Borrowing Board for authorization to borrow for a capital expense for the following purposes, amounts and terms:

Purpose: Solid Waste Services (Environmental Health)

Amount: \$1,300,000

Term: \$1,300,000 for a term not to exceed 5 years

The Executive Director shall send written notice of the vote, proposed borrowing, budget projections and the impact on future rates as attached to all members that are local governments and to the Minister at least 45 days before the vote.

Moved: Director Grant
Seconded: Director MacKenzie
Vote: *Motion Carried*

c. Clay Procurement – Cell #9

Executive Director MacLeod spoke with regards to securing a clay source for the construction of containment cell #9. It was explained that there were major issues securing clay for the construction of the last two cells. As per GEMTEC, the only source of a sufficient quantity of clayey material that is currently approved for use as the soil liner is from F. Andrew Simpson Contracting Limited. Any previous bidders from further distances have been at a higher cost. It was further explained that if we were to go to tender, we would be susceptible to predatory bidding.

Motion: The Commission authorize the signing of an agreement to procure clay from F. Andrew Simpson Contracting Limited in the amount of \$11 per metric tonne for the construction of cell #9.

Moved: Director Cairns
Seconded: Director O'Hara
Vote: *Motion Carried*

d. Safety – Dump Truck Box

Executive Director MacLeod explained that during the construction of cell #9 berms and underdrains it was noted that there was significant fatigue in the box of the 2012 Peterbilt Dump Truck. After discussion with the fabrication and maintenance department, the equipment can no longer be repaired safely and a new box was recommended rather than a rebuild. Three quotes were received. It was also explained that the Commission is in excess of \$500,000 surplus at the end of October, 2021.

Motion: The Commission authorize the purchase of a new dump box from Bayview Trucks for \$20,820.39 taxes included from surplus in the operating budget fund.

Moved: Director Grant
Seconded: Director MacKenzie
Vote: *Motion Carried*

e. Safety – Light Tower

Executive Director MacLeod explained that there have been complaints about the darkness of the landfill cell operations in the early morning and late evening and under fog conditions. He

explained that light towers have been used by construction companies and other sites to alleviate these problems. It was further explained that in the event of storm conditions, a light could also be operated at night at the Leachate pumping station for monitoring additional pumps.

It was asked if it was feasible to have a permanent light rather than a portable one. It was explained that extra wiring would be required in order to have a permanent light and it would have to be moved with the completion of each cell. Additionally, having a portable light would allow us to use the same lighting system for other areas as needed. It was also explained that we have a yearly operational analysis with the Insurance Company and this would help mitigate costs.

Only one quote was received from Battlefield CAT as 2 other suppliers were contacted but no stock was available until June or July of 2022.

Motion: The Commission authorize the purchase of a new portable lighting system from Battlefield CAT for \$12,096.85 taxes included from surplus in the operating budget fund.

Moved: Director O'Hara
Seconded: Director MacKenzie

Director O'Hara stepped out during the vote.

Vote: *Motion Carried*

f. Environment – 6" Pump

Executive Director MacLeod explained that during our last major storm in 2021, we needed to utilize temporary containment to prevent leachate overflow. There was no pump available at the time and luckily, it was not needed. He explained that during storm events, several entities are seeking rental pumps which leaves the Commission vulnerable. For these reasons, it is felt that purchasing a portable water pump would help mitigate any risks. Additionally, it was explained that a new pump could also be used for the backup to our existing 6" pump under normal conditions. A new pump was not considered as the unit would be for backup only. A quote was received from Battlefield CAT for a 2014 unit and a quote was received from Ready Rentals for a 2013 unit.

It was asked what kind of costs the Commission would be facing in the event of a leachate breach. It was explained that there would be an environmental clean up which could potentially be in the hundreds of thousands of dollars and would be covered under pollution liability insurance.

Motion: The Commission authorize the purchase of a used 6" pump from Battlefield CAT for \$20,125 including taxes to be funded from surplus in the operating budget fund.

Moved: Director Grant
Seconded: Director MacKenzie
Vote: *Motion Carried*

g. Westfield School – CMEI Grant

Director MacCready explained that a new playground is being built at the Westfield Elementary School. Last year, the Commission authorized the funds to be held over until 2021 due to delays caused by the COVID-19 pandemic. It was further explained that the play ground equipment was

ordered and supposed to arrive in December, however, it has now been delayed until February 2022. It was explained that if the money is not spent, it is lost. Westfield school is requesting that the funds be held over until March 31, 2022.

Director MacCready did not participate in the discussion due to a declared conflict of interest.

Motion: The Commission authorize the total funding of \$48,904.91 (\$25,296.32 for 2020 and \$23,608.59 for 2021) for the Westfield Elementary School Playground Project be held over into 2022.

Moved: Director Chatterton
Seconded: Director Cairns
Vote: *Motion Carried*

The floor was opened to Minister Crossman who mentioned the upcoming PPP program in the province of New Brunswick. It was explained that discussions are ongoing with the Regional Service Commissions and industry with regards to the implementation of the program. Communities that have introduced a single use plastic bag ban bylaw were commended on their efforts.

It was asked if there is an alternative to the clay that is currently used as part of the cell liner system at Crane Mountain Landfill. Director MacLeod explained that we are currently looking into an alternative liner design which uses other materials as opposed to clay; similar to the Moncton Landfill design.

Chairperson Merrifield called for a motion to adjourn.

It was noted that the next meeting would be on December 20, 2021.

Motion: To adjourn the meeting at 10:46 a.m.

Moved: Director MacCready
Seconded: Director O'Hara
Vote: *Motion Carried*

APPROVED (date)

Dec 20, 2021


Brittany Merrifield, Chairperson


Alicia Raynes, Recording Secretary

Town of Rothesay

General Fund Financial Statements

2021-11-30

Includes:

General Capital Fund Balance Sheet	G2
General Reserve Fund Balance Sheet	G3
General Operating Fund Balance Sheet	G4
General Operating Revenue & Expenditures	G5-G9
Variance Report	G10
Capital Summary	G11

Town of Rothesay

Balance Sheet - Capital General Fund 2021-11-30

ASSETS

Capital Assets - General Land	4,515,620
Capital Assets - General Fund Land Improvements	8,549,962
Capital Assets - General Fund Buildings	5,492,528
Capital Assets - General Fund Vehicles	3,862,581
Capital Assets - General Fund Equipment	3,463,504
Capital Assets - General Fund Roads & Streets	42,993,433
Capital Assets - General Fund Drainage Network	20,857,922
Capital Assets - Under Construction - General	1,035,502
	<u>90,771,053</u>

Accumulated Amortization - General Fund Land Improvements	(4,180,268)
Accumulated Amortization - General Fund Buildings	(2,530,042)
Accumulated Amortization - General Fund Vehicles	(2,150,442)
Accumulated Amortization - General Fund Equipment	(1,632,966)
Accumulated Amortization - General Fund Roads & Streets	(21,477,848)
Accumulated Amortization - General Fund Drainage Network	(7,473,121)
	<u>(39,444,687)</u>

\$ 51,326,366

LIABILITIES AND EQUITY

Gen Capital due to/from Gen Operating	(510,000)
Total Long Term Debt	6,094,000

Total Liabilities \$ 5,584,000

Investment in General Fund Fixed Assets 45,742,366

\$ 51,326,366

Town of Rothesay

Balance Sheet - General Fund Reserves

2021-11-30

ASSETS

BNS Gas Tax Interest Account	4,526,127
BNS General Operating Reserve #214-15	904,704
BNS General Capital Reserves #2261-14	1,129,164
	<u>\$ 6,559,995</u>

LIABILITIES AND EQUITY

Def. Rev - Gas Tax Fund - General	4,100,187
Invest. in General Capital Reserve	960,788
General Gas Tax Funding	425,940
Invest. in General Operating Reserve	904,704
Invest. in Land for Public Purposes Reserve	149,399
Invest. in Town Hall Reserve	18,978
	<u>\$ 6,559,995</u>

Town of Rothesay
 Balance Sheet - General Operating Fund
 2021-11-30

CURRENT ASSETS

Cash	2,490,260
Receivables	108,244
HST Receivable	184,487
Inventory	16,268
Gen Operating due to/from Util Operating	<u>(330,575)</u>
Total Current Assets	<u>2,468,683</u>
Other Assets:	
Projects	<u>3,686,940</u>
	<u>3,686,940</u>
TOTAL ASSETS	<u>6,155,623</u>

CURRENT LIABILITIES AND EQUITY

Accounts Payable	836,656
Other Payables	382,375
Gen Operating due to/from Gen Capital	510,000
Accrued Sick Leave	6,600
Accrued Pension Obligation	28,452
Accrued Retirement Allowance	404,054
REDA Payable	3,447
Def. Rev-Quispamsis/Library Share	<u>78,686</u>
TOTAL LIABILITIES	<u>2,250,270</u>

EQUITY

Retained Earnings - General	81,356
Surplus/(Deficit) for the Period	<u>3,823,997</u>
	<u>3,905,353</u>
	<u>6,155,623</u>

Town of Rothesay

Statement of Revenue & Expenditure

11 Months Ended 2021-11-30

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET Y-T-D	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
REVENUE							
Warrant of Assessment	1,416,858	1,416,858	15,585,441	15,585,441	0		17,002,299
Sale of Services	46,144	51,933	412,023	413,667	(1,644)		465,600
Services to Province of New Brunswick	0	5,000	47,812	55,000	(7,188)		60,000
Other Revenue from Own Sources	11,213	8,213	121,579	107,046	14,533		115,259
Unconditional Grant	10,933	10,933	120,260	120,260	0		131,193
Conditional Transfers	0	0	1,041,854	26,500	1,015,354		26,500
Other Transfers	0	0	1,037,522	819,649	217,873		1,082,149
	<u>\$1,485,147</u>	<u>\$1,492,937</u>	<u>\$18,366,491</u>	<u>\$17,127,563</u>	<u>\$1,238,928</u>		<u>\$18,883,000</u>
EXPENSES							
General Government Services	124,628	146,115	1,975,389	2,227,008	251,619		2,416,763
Protective Services	403,557	406,934	5,035,621	5,032,273	(3,348)		5,439,207
Transportation Services	251,387	295,965	3,013,587	3,252,344	238,757		3,687,492
Environmental Health Services	70,696	66,833	780,394	775,167	(5,227)		842,000
Environmental Development	29,979	34,862	471,559	602,511	130,951		649,200
Recreation & Cultural Services	110,065	119,884	2,030,657	1,991,104	(39,553)		2,147,204
Fiscal Services	47,476	47,739	1,235,286	536,426	(698,861)		3,701,134
	<u>\$1,037,788</u>	<u>\$1,118,332</u>	<u>\$14,542,494</u>	<u>\$14,416,833</u>	<u>-\$125,661</u>		<u>\$18,883,000</u>
Surplus (Deficit) for the Year	<u>\$447,359</u>	<u>\$374,605</u>	<u>\$3,823,997</u>	<u>\$2,710,730</u>	<u>\$1,113,267</u>		<u>\$ (0)</u>

2022January10OpenSessionFINAL_037

Town of Rothesay

Statement of Revenue & Expenditure
11 Months Ended 2021-11-30

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT Y-T-D	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
REVENUE							
Sale of Services							
Bill McGuire Memorial Centre	250	1,667	12,572	18,333	(5,762)	1	20,000
Town Hall Rent	6,399	6,083	69,922	66,917	3,006		73,000
Arena Revenue	36,732	41,817	213,797	223,383	(9,586)	2	265,200
Community Garden	60	0	660	1,000	(340)		1,000
Fox Farm Rental	1,750	1,700	17,500	18,700	(1,200)		20,400
Recreation Programs	953	667	97,571	85,333	12,238	3	86,000
	<u>46,144</u>	<u>51,933</u>	<u>412,023</u>	<u>413,667</u>	<u>(1,644)</u>		<u>465,600</u>
Other Revenue from Own Sources							
Licenses & Permits	11,947	6,250	82,721	68,750	13,971		75,000
KVFD Admin Penalties	0	0	3,150	0	3,150		0
Recycling Dollies & Lids	83	50	835	550	285		600
Interest & Sundry	1,317	1,167	14,967	12,833	2,134		14,000
Miscellaneous	866	746	6,153	8,205	(2,053)		8,951
Fire Dept. Administration	(3,000)	0	9,000	9,000	0		12,000
History Book Sales	0	0	45	0	45		0
Local Improvement Levy Mulberry Lane	0	0	4,708	4,708	0		4,708
	<u>11,213</u>	<u>8,213</u>	<u>121,579</u>	<u>104,046</u>	<u>17,533</u>		<u>115,259</u>
Conditional Transfers							
Canada Day Grant	0	0	1,600	1,500	100		1,500
Grant - Other	0	0	1,040,254	25,000	1,015,254	4	25,000
	<u>0</u>	<u>0</u>	<u>1,041,854</u>	<u>26,500</u>	<u>1,015,354</u>		<u>26,500</u>
Other Transfers							
Surplus of 2nd Previous Year	0	0	250,022	32,149	217,873	5	32,149
Utility Fund Transfer	0	0	787,500	787,500	0		1,050,000
	<u>0</u>	<u>0</u>	<u>1,037,522</u>	<u>819,649</u>	<u>217,873</u>		<u>1,082,149</u>
EXPENSES							
General Government Services							
Legislative							
Mayor	3,423	4,036	33,882	42,964	9,082		47,000
Councillors	10,821	12,056	115,319	124,044	8,725		136,100
Regional Service Commission 9	0	0	5,226	3,920	(1,307)		5,226
Other	125	292	3,322	13,208	9,886		13,500
	<u>14,369</u>	<u>16,383</u>	<u>157,749</u>	<u>184,136</u>	<u>26,388</u>		<u>201,826</u>
Administrative							
Office Building							
Office Building	16,125	10,292	159,057	166,808	7,751		177,500
Solicitor							
Solicitor	579	4,167	8,642	45,833	37,191	6	50,000
Administration - Wages & Benefits	74,358	85,323	842,413	980,491	138,078	7	1,107,747
Covid-19 Expenses	5,163	2,083	23,135	22,917	(218)		25,000
Supplies	5,758	11,950	110,933	131,448	20,515	8	143,398
Professional Fees	0	2,500	13,236	27,500	14,264	9	30,000
Other	6,372	9,458	106,286	117,040	10,754	10	126,498
	<u>108,355</u>	<u>125,773</u>	<u>1,263,703</u>	<u>1,492,037</u>	<u>228,334</u>		<u>1,660,143</u>

2022January10OpenSessionFINAL_038

Other General Government Services						
Community Communications	0	833	1,231	9,167	7,936	10,000
Civic Relations	50	83	185	917	732	1,000
Insurance	0	0	247,058	223,290	(23,768)	223,290
Donations	1,500	2,833	17,950	31,167	13,217	34,000
Cost of Assessment	0	0	266,004	266,004	(0)	266,004
Property Taxes - L.P.P.	0	0	16,782	18,000	1,218	18,000
Fox Farm Rental Expenses	353	208	4,728	2,292	(2,437)	2,500
	<u>1,903</u>	<u>3,958</u>	<u>553,938</u>	<u>550,835</u>	<u>(3,103)</u>	<u>554,794</u>
	<u>124,628</u>	<u>146,115</u>	<u>1,975,389</u>	<u>2,227,008</u>	<u>251,619</u>	<u>2,416,763</u>
Protective Services						
Police						
Police Protection	233,517	233,517	2,603,043	2,568,687	(34,356)	2,802,204
Crime Stoppers	0	0	2,800	2,800	0	2,800
	<u>233,517</u>	<u>233,517</u>	<u>2,605,843</u>	<u>2,571,487</u>	<u>(34,356)</u>	<u>2,805,004</u>
Fire						
Fire Protection	169,958	169,958	2,086,685	2,092,745	6,060	2,262,703
Water Costs Fire Protection	0	0	330,000	330,000	0	330,000
	<u>169,958</u>	<u>169,958</u>	<u>2,416,685</u>	<u>2,422,745</u>	<u>6,060</u>	<u>2,592,703</u>
Emergency Measures						
EMO Director/Committee	81	1,667	894	18,333	17,439	20,000
	<u>81</u>	<u>1,667</u>	<u>894</u>	<u>18,333</u>	<u>17,439</u>	<u>20,000</u>
Other						
Animal & Pest Control	0	792	1,421	8,708	7,287	9,500
Other	0	1,000	10,779	11,000	221	12,000
	<u>0</u>	<u>1,792</u>	<u>12,200</u>	<u>19,708</u>	<u>7,509</u>	<u>21,500</u>
Total Protective Services	<u>403,557</u>	<u>406,934</u>	<u>5,035,621</u>	<u>5,032,273</u>	<u>(3,348)</u>	<u>5,439,207</u>

2022January10OpenSessionFINAL_039

Transportation Services

Common Services

Administration (Wages & Benefits)	115,957	141,740	1,534,370	1,626,452	92,082	12	1,835,500
Workshops, Yards & Equipment	43,707	50,750	553,290	603,250	49,960	13	654,000
Engineering	0	625	0	6,875	6,875		7,500
	159,664	193,115	2,087,660	2,236,577	148,917		2,497,000

Street Cleaning & Flushing	3,368	0	40,506	44,000	3,494		44,000
Roads & Streets	6,384	4,167	71,096	45,833	(25,263)	14	50,000
Crosswalks & Sidewalks	4,334	933	15,361	19,059	3,699		19,992
Culverts & Drainage Ditches	4,714	4,083	60,286	52,917	(7,370)		65,000
Snow & Ice Removal	45,585	76,458	429,128	532,042	102,914	15	651,500
Flood Costs	0	0	0	40,000	40,000	16	40,000
	64,386	85,641	616,377	733,851	117,474		870,492

Street Lighting	24,899	10,833	147,628	119,167	(28,462)		130,000
-----------------	--------	--------	---------	---------	----------	--	---------

Traffic Services

Street Signs	0	1,000	8,930	11,000	2,070		12,000
Traffic Lanemarking	0	0	25,677	30,000	4,323		30,000
Traffic Signals	1,030	3,333	44,680	36,667	(8,013)	17	40,000
Railway Crossing	1,262	1,833	20,407	20,167	(240)		22,000
	2,292	6,167	99,694	97,833	(1,860)		104,000

Public Transit

Public Transit - Comex Service	0	0	60,623	62,625	2,002		83,500
Public Transit - Other	146	208	1,606	2,292	686		2,500
	146	208	62,229	64,917	2,688		86,000

Total Transportation Services	251,387	295,965	3,013,587	3,252,344	238,757		3,687,492
-------------------------------	---------	---------	-----------	-----------	---------	--	-----------

Environmental Health Services

Solid Waste Disposal Land Fill garbage	19,588	16,667	179,863	183,333	3,470		200,000
Solid Waste Disposal Landfill Compost	3,530	2,833	46,908	31,167	(15,741)		34,000
Solid Waste Collection Fero	47,578	47,333	523,390	520,667	(2,724)		568,000
Clean Up Campaign	0	0	30,233	40,000	9,767		40,000
	70,696	66,833	780,394	775,167	(5,227)		842,000

Environmental Development Services

Planning & Zoning

Administration	29,979	32,571	323,559	422,102	98,543	19 / 20	466,500
Planning Projects	0	2,083	0	22,917	22,917	21	25,000
Heritage Committee	0	208	0	2,292	2,292		2,500
	29,979	34,862	323,559	447,311	123,751		494,000

Envision Saint John

Tourism	0	0	148,000	152,000	4,000		152,000
	0	0	0	3,200	3,200		3,200
	0	0	148,000	155,200	7,200		155,200
	29,979	34,862	471,559	602,511	130,951		649,200

2022January10OpenSessionFINAL_040

Recreation & Cultural Services

Administration	24,478	24,129	291,328	296,794	5,466	332,300
Beaches	201	0	45,695	50,636	4,941	50,636
Rothsay Arena	16,932	29,750	282,061	277,450	(4,610) 22	315,000
Memorial Centre	4,915	5,667	66,655	70,333	3,679	76,000
Summer Programs	552	652	57,177	62,172	4,995	62,824
Parks & Gardens	48,250	36,160	606,441	561,801	(44,640) 23	613,500
Rothsay Common Rink	1,194	4,790	59,972	37,186	(22,786) 24	43,976
Playgrounds and Fields	7,272	10,333	111,940	115,167	3,227	124,000
Regional Facilities Commission	0	0	410,103	393,125	(16,978) 25	393,125
Kennebecasis Public Library	5,483	7,404	79,519	81,439	1,920	88,843
Special Events	717	1,000	12,197	37,500	25,303 26	39,500
PRO Kids	0	0	7,500	7,500	0	7,500
Rothsay Living Museum	71	0	71	0	(71)	0
	<u>110,065</u>	<u>119,884</u>	<u>2,030,657</u>	<u>1,991,104</u>	<u>(39,553)</u>	<u>2,147,204</u>

Fiscal Services

Debt Charges

Interest	13,476	13,739	107,286	108,426	1,139	182,134
Debt Payments	34,000	34,000	428,000	428,000	0	804,000
	<u>47,476</u>	<u>47,739</u>	<u>535,286</u>	<u>536,426</u>	<u>1,139</u>	<u>986,134</u> ✓

Transfers To:

Capital Fund for Capital Expenditures

Reserve Funds	0	0	0	0	0	2,715,000
	0	0	700,000	0	(700,000) 27	0
	<u>0</u>	<u>0</u>	<u>700,000</u>	<u>0</u>	<u>(700,000)</u>	<u>2,715,000</u>
	<u>47,476</u>	<u>47,739</u>	<u>1,235,286</u>	<u>536,426</u>	<u>(698,861)</u>	<u>3,701,134</u>

2022January10OpenSessionFINAL_041

Town of Rothesay

Variance Report - General Fund

11 months ending November 30, 2021

Note #	Revenue	Actual	Budget	Better/(Worse)	Description of Variance
1	Bill McGuire Memorial Centre	\$ 12,572	\$ 18,333	\$ (5,761)	Closed
2	Arena Revenue	\$ 213,797	\$ 223,383	\$ (9,586)	Arena closed due to covid
3	Recreation Programs	\$ 97,571	\$ 85,333	\$ 12,238	Playground revenue greater than expected
4	Conditional Transfers	\$ 1,041,854	\$ 26,500	\$ 1,015,354	Safe Restart Covid funding, and SEED \$30k higher than expected
5	Other Transfers	\$ 250,022	\$ 32,149	\$ 217,873	P-Gap transfer

Total \$ 1,230,118.00
Variance per Statement \$ 1,238,928.00
Explained 99%

Expenses

General Government

6	Solicitor	\$ 8,642	\$ 45,833	\$ 37,191	fewer services required to date
7	Admin wages and benefits	\$ 842,413	\$ 980,491	\$ 138,078	one staff short
8	Supplies - Information systems	\$ 110,933	\$ 131,448	\$ 20,515	timing, to be spent later
9	Professional fees	\$ 13,236	\$ 27,500	\$ 14,264	over budgeted
10	Other	\$ 106,286	\$ 117,040	\$ 10,754	Lower wages than expected, lower worksafe premiums
11	Insurance	\$ 247,058	\$ 223,290	\$ (23,768)	Increase in premiums

Protective Services

10	Police Protection	\$ 2,603,043	\$ 2,568,687	\$ (34,356)	Extraneous costs
11	EMO Director/Committee	\$ 894.00	\$ 18,333	\$ 17,439	Timing

Transportation

12	Administration	\$ 1,534,370	\$ 1,626,452	\$ 92,082	Wages and benefits lower than budget + less OT
13	Workshops, Yards & Equipment	\$ 553,290	\$ 603,250	\$ 49,960	Timing
14	Roads and Street	\$ 71,096	\$ 45,833	\$ (25,263)	cost of supplies higher
15	Snow & Ice Removal	\$ 429,128	\$ 532,042	\$ 102,914	minimal snow/ice for early 2021
16	Flood 2020	\$ -	\$ 40,000	\$ 40,000	no flood
17	Street Lighting	\$ 147,628	\$ 119,167	\$ (28,461)	higher than expected
18	Traffic signals	\$ 44,680	\$ 36,667	\$ (8,013)	Remove and replace Marr Road traffic controls

Environmental Health

Environmental Development

19	Administration	\$ 57,490	\$ 96,000	\$ 38,510	software budget may be high
20	Planning bylaw enforcement	\$ 1,750	\$ 32,083	\$ 30,333	timing, expected to be spent
21	Planning Projects	\$ -	\$ 22,917	\$ 22,917	timing

Recreation & Cultural Services

22	Rothesay Arena	\$ 282,061	\$ 277,450	\$ (4,611)	Zamboni \$10K, Arena compressor \$15K
23	Parks & Gardens	\$ 606,441	\$ 561,801	\$ (44,640)	Increase in fuel \$10K, wages not allocated to arena
24	Rothesay Common	\$ 59,972	\$ 37,186	\$ (22,786)	\$15k zamboni repair, no budget allocation for wages
25	Regional Facilities Commission	\$ 410,103	\$ 393,125	\$ (16,978)	Adjustment for 2021
26	Special Events	\$ 12,197	\$ 37,500	\$ 25,303	Canada Day cancelled

Fiscal Services

27	Transfer to reserve	\$ 700,000	\$ -	\$ (700,000)	Transferred money to reserve
----	---------------------	------------	------	--------------	------------------------------

Total \$ (268,616)
Variance per Statement \$ (257,089)
Explained 104%

2022January10OpenSessionFINAL_042

Town of Rothesay

Capital Projects 2021

General Fund

11 Months Ended 2021-11-30

	Original BUDGET	CURRENT Y-T-D	Remaining Budget
General Government			
12021860 Town Hall Improvements G-2020-009	120,000	95,177 ✓	24,823
12010560 Town Hall Improvements G-2020-009	0	256 ✓	-256
12010660 IT 2020 G-2020-008	38,000	0 ✓	38,000
12010060 General Projects from Reserves		96,653 ✓	-96,653
Total General Government	158,000	192,085	-34,085
Protective Services			
12011560 Protective Serv. Equipment Purchases P-202	136,000	31,472 ✓	104,528
Total Protective Services	136,000	31,472	104,528
Transportation			
12021360 Transportation Equipment Purchases T-202	600,000	295,481 ✓	304,519
12024360 Floating Dock T-2021-014	0	132,173 ✓	-132,173
12027560 Stormwater Master Plan T-2020-013	200,000	108,613 ✓	91,387
12027960 Intersection Improvement Spruce/Clark T-	300,000	508,849 ✓	-208,849
12027760 2021 Asphalt Engineering T-2021-001	2,020,000	1,794,223 ✓	225,777
12030060 Sierra Avenue Street lights	2,020,001	1,633	2,018,368
Unassigned:			
12027460 Designated Highway	1,100,000	19,454 ✓	1,080,547
Total Transportation	6,240,001	2,860,425	3,379,576
Recreation			
12020860 Recreation Equipment Purchases R-2020-00	25,000	22,317 ✓	2,683
12027160 Wells Field Replacement R-2020-002	250,000	220,959 ✓	29,041
12020760 Trail Development R-2020-007	50,000	0 ✓	50,000
12027860 2021 Wells Building R-2021-002	61,000	16,369 ✓	44,631
12012060 Arena Renovation R-2020-011	600,000	299,692 ✓	300,308
Total Recreation	986,000	559,337	426,663
Carryovers			
12027660 Traffic Study T-2020-014	0	38,861 ✓	-38,861
12026860 Church Avenue Reconstruction T-2019-002	0	4,759 ✓	-4,759
	0	43,620	-43,620
Total	\$ 7,520,001	\$ 3,686,940	\$ 3,833,061

	Budget
Street sweeper	325,000
Sidewalk plow	200000
ROB 1/2Ton	50,000
Highway Signs	25,000

600,000

2021 Budget and Funding Allocation

Funding	2021	Operating	Reserve	Borrow	Gas Tax	Grant
General Government	158,000	158,000				
Protective Services	136,000	136,000				
Transportation	6,240,001	2,285,000	200,000	300,000	610,000	825,000
Recreation	986,000	136,000	250,000		600,000	
	\$ 7,520,001	\$ 2,715,000	\$ 450,000	\$ 300,000	\$ 1,210,000	\$ 825,000

Town of Rothesay

Utility Fund Financial Statements

November 30, 2021

Attached Reports:

Capital Balance Sheet

U1

Reserve Balance Sheet

U2

Operating Balance Sheet

U3

Operating Income Statement

U4

Variance Report

U5

Capital Summary

U6

Town of Rothesay

Capital Balance Sheet

As at 2021-11-30

ASSETS

Assets:

Capital Assets - Under Construction - Utilities	1,523,835
Capital Assets Utilities Land	119,970
Capital Assets Utilities Buildings	1,953,740
Capital Assets Utilities Equipment	803,922
Capital Assets Utilities Water System	27,756,293
Capital Assets Utilities Sewer System	24,095,854
Capital Assets Utilities Land Improvements	42,031
Capital Assets Utilities Roads & Streets	220,011
Capital Assets Utilities Vehicles	113,001
	<u>56,628,658</u>
Accumulated Amortization Utilites Buildings	(725,668)
Accumulated Amortization Utilites Water System	(8,223,909)
Accumulated Amortization Utilites Sewer System	(8,955,197)
Accumulated Amortization Utilites Land Improvements	(42,031)
Accumulated Amortization Utilites Vehicles	(30,341)
Accumulated Amortization Utilites Equipment	(222,747)
Accumulated Amortization Utilites Roads & Streets	(19,067)
	<u>(18,218,960)</u>
TOTAL ASSETS	<u><u>38,409,699</u></u>

LIABILITIES

Current:

Util Capital due to/from Util Operating	(850,000)
Total Current Liabilities	<u>(850,000)</u>

Long-Term:

Long-Term Debt	8,779,192
Total Liabilities	<u>7,929,192</u>

EQUITY

Investments:

Investment in Fixed Assets	30,480,507
Total Equity	<u>30,480,507</u>
TOTAL LIABILITIES & EQUITY	<u><u>38,409,699</u></u>

Town of Rothesay

Balance Sheet - Utilities Fund Reserves

2021-11-30

ASSETS

BNS Utility Capital Reserve # 00241 12	1,283,681
	<u>\$ 1,283,681</u>

LIABILITIES AND EQUITY

Invest. in Utility Capital Reserve	882,843
Invest. in Utility Operating Reserve	105,730
Invest. in Sewerage Outfall Reserve	295,109
	<u>\$ 1,283,681</u>

Town of Rothesay
 Utilities Fund Operating Balance Sheet
 As at 2021-11-30

ASSETS

Current assets:	
Accounts Receivable Net of Allowance	666,442
Total Current Assets	<u>666,442</u>
Other Assets:	
Projects	1,302,995
	<u>1,302,995</u>
 TOTAL ASSETS	 <u>\$ 1,969,437</u>

LIABILITIES

Accrued Payables	41,133
Due from General Fund	(330,575)
Due to Capital Fund	850,000
Deferred Revenue	13,346
Total Liabilities	<u>573,904</u>

EQUITY

Surplus:	
Opening Retained Earnings	48,220
Profit (Loss) to Date	1,347,313
	<u>1,395,532</u>
 TOTAL LIABILITIES & EQUITY	 <u>\$ 1,969,437</u>

Town of Rothesay
Utilities Operating Income Statement
11 Months Ended 2021-11-30

	CURRENT MONTH	BUDGET FOR MONTH	CURRENT YTD	BUDGET YTD	VARIANCE Better(Worse)	NOTE #	ANNUAL BUDGET
RECEIPTS							
Sale of Water	0	0	873,447	855,120	18,327	1	1,127,500
Meter and non-hookup fees	(38)	0	43,096	35,400	7,696		47,200
Water Supply for Fire Prot.	0	0	330,000	330,000	0		330,000
Local Improvement Levy	0	0	61,859	62,000	(141)		62,000
Sewerage Services	0	0	1,804,414	1,800,000	4,414		1,800,000
Connection Fees	5,900	5,833	66,150	64,167	1,983		70,000
Interest Earned	8,016	6,667	98,023	73,333	24,690	2	80,000
Misc. Revenue	938	561	6,900	6,166	734		6,727
Infrastructure Grants	0	0	1,000	0	1,000	3	0
Surplus - Previous Years	0	0	34,573	34,573	0		34,573
TOTAL RECEIPTS	14,816	13,061	3,319,462	3,260,759	58,703		3,558,000
WATER SUPPLY							
Share of Overhead Expenses	0	0	315,000	315,000	0		420,000
Audit/Legal/Training	0	625	6,010	9,875	3,865		10,500
Other Water	0	167	14,067	1,833	(12,234)	4	2,000
Purification & Treatment	11,269	33,333	355,799	386,667	30,868	5	420,000
Transmission & Distribution	19,073	10,833	65,875	119,167	53,292	6	130,000
Power & Pumping	2,790	3,500	37,367	38,500	1,133		42,000
Billing/Collections	252	0	2,224	0	(2,224)		0
Water Purchased	0	63	901	688	(213)		750
Misc. Expenses	19,149	12,250	24,944	14,750	(10,194)	7	15,000
TOTAL WATER SUPPLY	52,532	60,771	822,186	886,479	64,293		1,040,250
SEWERAGE COLLECTION & DISPOSAL							
Share of Overhead Expenses	0	0	472,500	472,500	0		630,000
Audit/Legal/Training	0	625	7,089	13,875	6,786		14,500
Collection System Maintenance	3,277	3,667	63,014	61,333	(1,681)		64,000
Sewer Claims	0	1,667	19,561	18,333	(1,228)		20,000
Lift Stations	5,335	5,833	39,211	64,167	24,955	8	70,000
Treatment/Disposal	5,296	6,417	79,152	85,583	6,432		92,000
McGuire Road Operating	2,581	1,583	7,169	17,417	10,248	9	19,000
Misc. Expenses	4,640	1,167	11,395	12,833	1,439		14,000
TOTAL SWGE COLLECTION & DISPOSAL	21,129	20,958	699,090	746,042	46,952		923,500
FISCAL SERVICES							
Interest on Long-Term Debt	16,224	16,224	204,831	204,830	(1)		300,617
Principal Repayment	53,000	53,000	240,357	240,357	0		515,357
Other Debt Charges/Bank Charges	0	0	0	0	0		8,276
Transfer to Reserve Accounts	0	0	5,686	0	(5,686)		70,000
Capital Fund Through Operating	0	0	0	0	0		700,000
TOTAL FISCAL SERVICES	69,224	69,224	450,873	445,187	(5,686)		1,594,250
TOTAL EXPENSES	142,886	150,953	1,972,149	2,077,708	105,559		3,558,000
NET INCOME (LOSS) FOR THE PERIOD	(128,070)	(137,893)	1,347,313	1,183,051	164,261		(0)

Town of Rothesay

2022January10OpenSessionFINAL_048

Variance Report - Utility Operating

11 months ending November 30, 2021

Note #	Account Name	Actual YTD	Budget YTD	Variance Better(worse)	Description of Variance
Revenue					
1	Sale of Water	873,447	855,120	\$ 18,327	Covid grant revenue in Jan
2	Interest Earned	98,023	73,333	\$ 24,690	Conservative budget estimate
3	Infrastructure Grants	1,000	-	\$ 1,000	Balance of contribution from 2020
Water Supply					
4	Other Water	\$ 14,067	\$ 1,833	\$ (12,234)	Hillside trail bridge
5	Purification & Treatment	\$ 355,799	\$ 386,667	\$ 30,868	Timing of exepnditures
6	Transmission & Distribution	\$ 65,875	\$ 119,167	\$ 53,292	Maintenance Well C6- C4
7	Misc. Expenses	\$ 24,944	\$ 14,750	\$ (10,194)	New water meters
Sewer					
8	Lift Stations	\$ 39,211	\$ 64,167	\$ 24,956	No maintenance on lift stations, Power lower than expected
9	McGuire Road Operating	\$ 7,169	\$ 17,417	\$ 10,248	Maintenance lower than expected
Fiscal Services					

2022January10OpenSessionFINAL_049

Town of Rothesay

Capital Projects 2021

Utility Fund

11 Months Ended 2021-11-30

	Original BUDGET	Revisions	CURRENT Y-T-D	Remaining Budget		
WATER						
12045330 Station Road Water Line Replacement W-2020-003	250,000		0	250,000		
12044330 Shadow Hill Watermain W-2020-002	400,000		0	400,000		
12043430 Well Development - Quality W-2021-004	290,000		34,957	255,043		
12045730 College Hill Water Line S-2020-001	708,000		0	708,000		
12045830 Hillside Tank Heater & Mixer W-2021-001	60,000		72,069	12,069		
12041330 Water Main Extension K-Park			119,221	-119,221		
12030030 Misc Projects-Water-Filtration Building			49,872	49,872		
12039930 Maliseet Water Line			34,118	34,118		
	<u>\$ 1,708,000</u>	<u>\$ -</u>	<u>\$ 310,237</u>	<u>\$ 1,397,763</u>		
SEWER						
12046030 Turnbull Court Design S-2021-001	1,000,000		0	1,000,000		
12044830 Sewer Costs in Asphalt Contract T-2021-005	95,000		0	95,000		
12045430 Conversion to Digital Radio S-2020-006	35,000		9,699	25,301		
12044130 WWTP Design Phase 2 S-2017-001	1,000,000		41,952	958,048		
12045930 Seville Sewer Repair S-2021-007	100,000		124,518	-124,518		
	<u>2,230,000</u>	<u>-</u>	<u>176,168</u>	<u>1,953,832</u>		
Total Approved	<u>3,938,000</u>	<u>-</u>	<u>486,404</u>	<u>3,351,596</u>		
Carryovers						
Funded from Reserves						
12042330 Wastewater Treatment Plant - S-2014-016-A	-		5,063	-5,063		
12045030 Turnbull Court Design S-2020-001	500,000		795,315	-295,315		
12045630 Brock Court/Goldie Court Service Renewal W-2020	-		16,213	-16,213		
	<u>500,000</u>	<u>0</u>	<u>816,590</u>	<u>-316,590</u>		
	<u>4,438,000</u>	<u>-</u>	<u>1,302,995</u>	<u>3,035,005</u>		
Funding:						
	Total	Reserves	Gas Tax	Grants	Borrow	Operating
Water	1,708,000	240,000	603,000	115,000	60,000	470,000
Sewer	2,230,000		150,000	710,000	1,640,000	230,000
\$	<u>3,938,000</u>	<u>\$ 240,000</u>	<u>\$ 753,000</u>	<u>\$ 825,000</u>	<u>\$ 1,700,000</u>	<u>\$ 700,000</u>



ROTHESAY

2022January10OpenSessionFINAL_050

BUILDING PERMIT REPORT

12/1/2021 to 12/31/2021

Date	Building Permit No	Property Location	Nature of Construction	Value of Construction	Building Permit Fee
12/17/2021	BP2021-00167	58 GONDOLA POINT RD	FENCE	\$15,000.00	\$108.75
12/03/2021	BP2021-00199	1944 ROTHESAY	WINDOWS	\$80,000.00	\$580.00
12/16/2021	BP2021-00204	23 RIVER RD	SINGLE FAMILY	\$304,350.00	\$2,211.25
12/03/2021	BP2021-00205	8 CHARLES CRES	FENCE	\$9,800.00	\$72.50
12/03/2021	BP2021-00206	8 CHARLES	STORAGE SHED	\$7,000.00	\$50.75
12/09/2021	BP2021-00207	86 HAMPTON RD	WINDOWS	\$1,500.00	\$20.00
Totals:				\$417,650.00	\$3,043.25
Summary for 2021 to Date:				\$9,781,945.23	\$73,531.00

2020 Summary

	<u>Value of Construction</u>	<u>Building Permit Fee</u>
Monthly total:	\$88,000.00	\$650.75
Summary to Date:	\$19,750,249.00	\$146,594.50



ROTHESAY MEMORANDUM



TO : Mayor and Council
FROM : Doug MacDonald
DATE : January 4, 2022
RE : MCBB Application

Recommendation:

I recommends Council approve the following motion:

RESOLUTION FOR APPLICATION TO MCBB

Be it resolved that the Municipality of ROTHESAY submit to the Municipal Capital Borrowing Board an application for authorization to borrow money in an amount not to exceed \$1,250,000 for the following:

Purpose	Term	Amount
NAME OF FUND: Protective Services		
Fire Station #2 Renovation	20 YRS	\$1,250,000

Background

The purpose of the borrowing application is to demonstrate to the Municipal Capital Borrowing Board ("MCBB") that the town has the financial capacity to finance the renovations to Fire Station #2. As part of the 2022 Capital Budget, we budgeted for renovations to Fire Station #2 with our share of the total renovation cost (shared with Quispamsis) estimated at \$1,250,000, which is 40.78% of total estimated cost of \$3,021,439.

As part of the application process we must submit our financial projections for the next five years indicating the effect on Town expenditures, debt levels, property tax rates, etc. assuming all items in the capital plan proceed. We must demonstrate our capacity to fund the projects as planned.

I have attached the draft "Debt Profile and Budget Projections" that will be submitted in support of the debt application.

The estimates completed for budget purposes are preliminary and will be finalized once construction engineering is completed. Therefore, the debt application provides a contingency should the estimates differ from the preliminary amounts. The Town is not obligated to borrow the full approved amount and we will only incur actual debt based upon the final contract awards.

These estimates will be updated prior to submission of the final debt application.



Kennebecasis Valley Fire Department Inc.

Chief Bill Ireland

Deputy Chief Dan McCoy

7 Campbell Drive, Rothesay, NB E2E 5B6
Phone (506) 848-6601 Fax (506) 848-6608
Email: admin@kvfire.ca

FIRE STATION RENOVATION/ADDITION

Project Scope

The existing Civic Centre/Fire Station located at 12 Municipal Drive, Quispamsis, will be renovated to become solely Kennebecasis Valley Fire Department Station #2. The existing 2nd floor community room will be converted to the living quarters and training area for the paid firefighters on-duty. The renovations will include the addition of offices, upgraded washroom facilities, kitchen facilities, training room, and dormitory.

The existing main floor fire station will be upgraded, and a one-storey addition will be added to the rear of the existing building. This new addition will serve as a third vehicle bay and will include the service and ancillary rooms for the entire building. The addition will also include a two-storey hose drying tower. Renovations to the existing main floor include demolishing and replacing the existing concrete floor, adding a fitness area/gym, plus office space.

The construction is anticipated to commence once funding is approved and the work is expected to take twelve months to complete.

Budget

In 2021, the Department spent \$191,625.60 on architectural fees and hiring a construction manager for the project. The 2022 budget for the physical work is:

Project estimate	
Construction/renovation cost	\$
Contingencies (design and construction)	\$
Architectural fees	\$
3rd party testing/inspection	\$
General conditions	\$
OH & Profit	\$
Sub-total	\$
Non-recoverable HST	\$
Fixtures, furniture and equipment	\$
TOTAL CAPITAL BUDGET	\$3,021,439

ROTHESAY GENERAL FUND: DEBT PROFILE & BUDGET PROJECTIONS
For Discussion Purposes Only

				Variables		Projections	
Date	23-Dec-21			Non-tax Revenues		2.00%	
	2016 Population: 11,659			Other Revs /Exps		3.50%	
	Cost of Money: 5.00%			Municipal Tax Base		2.00%	
('000)		Forecast	BUDGET	**** PROJECTIONS ****			
		2021	2022	2023	2024	2025	2026
REVENUE							
NON-TAX REVENUE		\$641	\$575	\$587	\$598	\$610	\$622
UNCONDITIONAL GRANT (*)		131	131	131	131	131	131
OTHER GRANTS		27	40	40	40	40	40
OTHER TRANSFERS		1,050	1,050	\$1,071	\$1,092	\$1,114	\$1,137
SURPLUS 2ND PREV YR		32	53	0	0	0	0
TOTAL REVENUE		\$1,881	\$1,849	\$1,829	\$1,862	\$1,895	\$1,930
WARRANT		\$17,220	\$18,181	\$18,518	\$18,996	\$19,343	\$19,768
EXPENDITURE							
DEBT COST		\$986	\$971	\$906	\$843	\$627	\$470
CAPITAL FROM BUDGET		2,715	3,000	3,000	3,000	3,000	3,000
UTILITY FUND TRANSFERS		330	330	\$342	\$354	\$366	\$379
TRANSFER TO RESERVE		0	175	0	0	0	0
OTHER EXPENDITURES		14,852	15,554	16,098	16,662	17,245	17,849
		0	0	0	0	0	0
TOTAL EXPENDITURE		\$18,883	\$20,030	\$20,346	\$20,858	\$21,238	\$21,698
SURPLUS (DEFICIT)		\$218	\$0	\$0	\$0	\$0	\$0
MUNICIPAL TAX BASE		\$1,388,724	\$1,515,126	\$1,545,429	\$1,576,337	\$1,607,864	\$1,640,021
TAX RATE		\$1.24	\$1.20	\$1.20	\$1.21	\$1.20	\$1.21
DEBT COST PROJECTION		2021	2022	2023	2024	2025	2026
PRESENT DEBT SERVICE COST		\$982	\$943	\$806	\$743	\$527	\$370
INTERIM FINANCING & OTHER CHARGES		4	28	0	0	0	0
REFINANCING							
O/S AUTHORITY							
PLANNED BORROWING							
2022 Capital Plan	2022	5.00%	20	\$1,250	100	100	100
5yr Capital Plan		5.00%	20	-		0	0
TOTAL DEBT SERVICE COST		\$986	\$971	\$906	\$843	\$627	\$470
DEBT RATIOS							
		2021	2022	2023	2024	2025	2026
DEBT SERVICE COST/GROSS EXP.		5.2%	4.8%	4.5%	4.0%	3.0%	2.2%
OUTSTANDING DEBT - DEC. 31		\$5,718	\$4,934	\$5,452	\$4,705	\$4,003	\$3,498
O/S DEBT / MUNIC ASSMNT BASE		0.4%	0.3%	0.4%	0.3%	0.2%	0.2%
OUTSTANDING DEBT PER CAPITA		\$491	\$424	\$469	\$404	\$344	\$301
MUNICIPAL ASSESSMENT		\$1,388,724	\$1,515,126	\$1,545,429	\$1,576,337	\$1,607,864	\$1,640,021
DEBT SERVICE COST PORTION OF TAX RATE							
		\$0.06	\$0.06	\$0.05	\$0.05	\$0.04	\$0.03
\$250,000 RES ASSESS		\$162	\$145	\$133	\$122	\$89	\$65
TOTAL TAXES ON \$250,000		\$3,100	\$3,000	\$2,996	\$3,013	\$3,008	\$3,013
RESIDENT ASSESSMENT		\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500
% change in tax bill					1%	0%	0%
Cumulative % change in tax bill					1%	0%	1%
BORROWING LIMITS:							
Annual - 2% of Municipal Assessment		\$	30,303	\$	30,909	\$	31,527
Cumulative - 6% of Municipal Assessment		\$	90,908	\$	92,726	\$	94,580
						\$	96,472
							\$ 98,401



ROTHESAY

MEMORANDUM



TO	Mayor and Council
FROM	Doug MacDonald
DATE	January 4, 2022
RE	Revised Gas Tax

Recommendation:

The memo and revised “Gas Tax Plan” be received for information.

Background:

Council approved, at its regular meeting of December 13, 2021, the following motion:

“The document entitled Rothesay Five Year Capital Investment Plan for the Gas Tax Fund Administrative Agreement 2019-2023 be adopted.”

In subsequent communication with the Province of New Brunswick, minor revisions to the historical information included in the Five Year Capital investment Plan were documented.

As noted in the final agreement the total costs incurred on various projects were amended as follows:

- Project #1 – Sanitary Sewer – 2020 total costs amended to be \$425,000.
- Project #2 – Storm Sewer – 2019 total costs amended to be \$290,000.
- Project #3 – Sidewalks & Trails – 2020 total costs amended to be \$70,000.
- Project #4 – Street resurfacing – 2019 total costs amended to be \$600,000.
- Project #5 – Water System – 2020 total costs amended to be \$nil.

The five year capital budget summary was also replaced to reflect only the applicable Gas Tax projects rather than all capital projects.

These amendments are administrative in nature and have no effect upon the future funding plans approved by Council.

Confirmation was received via email dated December 17, 2021 that the proposed changes have been accepted.

Doug MacDonald

From: GasTax.TaxeEssence@gnb.ca
Sent: December 17, 2021 9:55 AM
To: Mary Jane Banks; Doug MacDonald
Cc: Scott.Lloy@gnb.ca; Luc.Theriault@gnb.ca
Subject: Canada Community-Building Fund (CCBF) – 2019-2023 - Town of Rothesay (Reference # 6936.076.0000) – Amendment #1

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello:

Further to the receipt of your revised 2019-2023 Capital Investment Plan (CIP) approved by Council on December 13, 2021, I am pleased to inform you that the proposed changes have been accepted. Please note that the revised CIP adopted by Council will replace the previous version of your CIP.

In the case that any of your CCBF projects require going through public tenders and/or the Environmental Impact Assessment (EIA), please send us a copy of the public tender documents (advertisement, list of tenderers with bids and the Council's resolution approving the lowest bidder) and/or the EIA certificate of determination for each related project.

All conditions of the original Agreement Contract signed on December 9, 2014 remain in effect.

Please share this confirmation with your municipal council.

Any correspondence with respect to your CIP is to be forwarded to:

Luc Thériault
Programs Coordinator
Community Funding Branch
Department of Environment & Local Government
PO Box 6000
Fredericton, NB
E3B 5H1

Should you have any questions, please do not hesitate to contact Luc Thériault at (506) 453-4021.

Sincerely,

Scott Lloy
Director
Community Funding Branch

Rothesay

**Five-Year Capital Investment Plan
for the GTF Administrative
Agreement**

2019 – 2023

Department of Environment and Local Government

INTRODUCTION

The *City/Town/Village/Rural Community/Regional Municipality* of Rothesay has prepared a five-year Capital Investment Plan for the years 2019 – 2023 respecting the Gas Tax Fund (GTF) administrative agreement. Included are descriptions, cost estimates and financing for each selected project. Each project will contribute towards achieving the following program benefits:

- a) Beneficial impacts on communities of completed eligible projects;
- b) Enhanced impact of GTF as a predictable source of funding including incrementality; and,
- c) Progress made on improving Local Government planning and asset management.

CAPITAL INVESTMENT PLAN CONTENT

The capital investment plan for the GTF administrative agreement includes the following:

1. Certified copy of the resolution from Council adopting the five-year Capital Investment Plan for the GTF Agreement of the municipality
2. Project name, category, description, expected outcomes, proposed indicators for each tangible capital asset project. Also indicate if an Environmental Impact Assessment (EIA) and a tender are required for each project.
3. Five-Year Capital Budget Summary (Excel spreadsheet)


Rothesay
FIVE-YEAR CAPITAL INVESTMENT PLAN
FOR THE GTF ADMINISTRATIVE AGREEMENT

2019- 2023

RESOLUTION

MOVED by Deputy Mayor Alexander and seconded by Counc. Boyle the document entitled Rothesay Five-Year Capital Investment Plan for the Gas Tax Fund Administrative Agreement 2019-2023 be adopted.
CARRIED.

I certify that the above resolution of the council of Rothesay was adopted while in regular session *December 13, 2021.*



Town Clerk, Rothesay

PROJECTS

1) Sanitary Sewer System Improvements

Project Category (Select one):

Drinking water	<input type="checkbox"/>	Recreational Infrastructure	<input type="checkbox"/>
Wastewater	<input checked="" type="checkbox"/>	Cultural Infrastructure	<input type="checkbox"/>
Local roads and bridges	<input type="checkbox"/>	Tourism Infrastructure	<input type="checkbox"/>
Community energy systems	<input type="checkbox"/>	Solid waste	<input type="checkbox"/>
Capacity building	<input type="checkbox"/>	Brownfield Redevelopment	<input type="checkbox"/>
Disaster mitigation	<input type="checkbox"/>	Public transit	<input type="checkbox"/>
Sport Infrastructure	<input type="checkbox"/>	Regional and local airports	<input type="checkbox"/>

Project Description:

Improvements to sewer system including installation of back-up power, improvements to pumping stations, sewage treatment lagoons, and relocation and replacement of sewer mains.

EIA Required ☐ Tender Required ☒

Expected Outcome:

More effective sewage treatment facilities.

Proposed Indicator(s):

New facilities constructed and length of pipe installed (also report on diameter and type of pipe installed).

Year	GTF Contribution	Total Cost
2019		
2020	425,000	425,000
2021	125,000	250,000
2022	200,000	1,000,000
2023	150,000	350,000

Originally \$730,737

2) Storm Sewer and Drainage Improvements

Project Category (Select one):

Drinking water	<input type="checkbox"/>	Recreational Infrastructure	<input type="checkbox"/>
Wastewater	<input checked="" type="checkbox"/>	Cultural Infrastructure	<input type="checkbox"/>
Local roads and bridges	<input type="checkbox"/>	Tourism Infrastructure	<input type="checkbox"/>
Community energy systems	<input type="checkbox"/>	Solid waste	<input type="checkbox"/>
Capacity building	<input type="checkbox"/>	Brownfield Redevelopment	<input type="checkbox"/>
Disaster mitigation	<input type="checkbox"/>	Public transit	<input type="checkbox"/>
Sport Infrastructure	<input type="checkbox"/>	Regional and local airports	<input type="checkbox"/>

Project Description:

Installation of storm sewer pipes and collection systems, to improve drainage and reduce the risk of overland flooding.

EIA Required ☐ Tender Required ☒

Expected Outcome:

Reduced risk of flooding and improved storm water management.

Proposed Indicator(s):

New facilities constructed and length of pipe installed (also report on diameter and type of pipe installed).

Year	GTF Contribution	Total Cost
2019	290,000	290,000
2020	100,000	235,000
2021	150,000	161,000
2022	0	0
2023	90,000	300,000

Originally \$777,278

3) Sidewalk and Walking Trail Construction

Project Category (Select one):

Drinking water	<input type="checkbox"/>	Recreational Infrastructure	X
Wastewater	<input type="checkbox"/>	Cultural Infrastructure	<input type="checkbox"/>
Local roads and bridges	<input type="checkbox"/>	Tourism Infrastructure	<input type="checkbox"/>
Community energy systems	<input type="checkbox"/>	Solid waste	<input type="checkbox"/>
Capacity building	<input type="checkbox"/>	Brownfield Redevelopment	<input type="checkbox"/>
Disaster mitigation	<input type="checkbox"/>	Public transit	<input type="checkbox"/>
Sport Infrastructure	<input type="checkbox"/>	Regional and local airports	<input type="checkbox"/>

Project Description:

Improvements to sidewalk and trail network including construction of new pedestrian network.

EIA Required ☐ Tender Required X

Expected Outcome:

Promote healthy living and active transportation plans.

Proposed Indicator(s):

Length of sidewalk and trails constructed.

Year	GTF Contribution	Total Cost
2019		0
2020	70,000	70,000
2021	100,000	200,000
2022	150,000	350,000
2023	160,000	300,000

Originally \$430,000

4) Street Re-surfacing

Project Category (Select one):

Drinking water	<input type="checkbox"/>	Recreational Infrastructure	<input type="checkbox"/>
Wastewater	<input type="checkbox"/>	Cultural Infrastructure	<input type="checkbox"/>
Local roads and bridges	<input checked="" type="checkbox"/>	Tourism Infrastructure	<input type="checkbox"/>
Community energy systems	<input type="checkbox"/>	Solid waste	<input type="checkbox"/>
Capacity building	<input type="checkbox"/>	Brownfield Redevelopment	<input type="checkbox"/>
Disaster mitigation	<input type="checkbox"/>	Public transit	<input type="checkbox"/>
Sport Infrastructure	<input type="checkbox"/>	Regional and local airports	<input type="checkbox"/>

Project Description:

Improvements to local street surfaces including re-pavement and/or reconstruction of the street surface.

EIA Required ☐ Tender Required ☒

Expected Outcome:

Upgrades to road network.

Proposed indicator(s):

Street names and length of pavement installed.

Year	GTF Contribution	Total Cost
2019	600,000	600,000
2020	500,000	1,285,178
2021	510,000	1,910,000
2022	700,000	1,660,000
2023	704,417	1,600,000

Originally \$1,094,335

5) Water System Improvements

Project Category (Select one):

Drinking water	<input checked="" type="checkbox"/>	Recreational Infrastructure	<input type="checkbox"/>
Wastewater	<input type="checkbox"/>	Cultural Infrastructure	<input type="checkbox"/>
Local roads and bridges	<input type="checkbox"/>	Tourism Infrastructure	<input type="checkbox"/>
Community energy systems	<input type="checkbox"/>	Solid waste	<input type="checkbox"/>
Capacity building	<input type="checkbox"/>	Brownfield Redevelopment	<input type="checkbox"/>
Disaster mitigation	<input type="checkbox"/>	Public transit	<input type="checkbox"/>
Sport Infrastructure	<input type="checkbox"/>	Regional and local airports	<input type="checkbox"/>

Project Description:

Installation of water pipes and well field transmission network.

EIA Required ☐ Tender Required ☒

Expected Outcome:

Increase capacity of the potable water network.

Proposed indicator(s):

New facilities constructed and length of pipe installed (also report on diameter and type of pipe installed).

Year	GTF Contribution	Total Cost
2019	100,000	668,000
2020		0
2021	249,000	334,000
2022	300,000	550,000
2023	194,262	450,000

Originally \$250,000

Five-Year Capital Budget Summary

Please refer to the Excel document named: "**Five-Year Capital Budget Summary 2019-2023.xls**".

ROTHESAY

FIVE-YEAR CAPITAL BUDGET SUMMARY

PROJECT NAMES	2019	2020	2021	2022	2023	Total
Sanitary Sewer System Improvements		\$425,000	\$250,000	\$1,000,000	\$350,000	\$2,025,000
Storm sewer and drainage improvements	\$290,000	\$235,000	\$161,000	\$0	\$300,000	\$986,000
Sidewalk and walking trail construction		\$70,000	\$200,000	\$350,000	\$300,000	\$920,000
Street resurfacing	\$600,000	\$1,285,178	\$1,910,000	\$1,660,000	\$1,600,000	\$7,055,178
Water system improvements	\$668,000	\$0	\$334,000	\$550,000	\$450,000	\$2,002,000
Total Capital Expenditures	\$1,558,000	\$2,015,178	\$2,855,000	\$3,560,000	\$3,000,000	\$12,988,178

SOURCE OF FUNDS

GTF Agreement 2019-2023	\$803,422	\$803,422	\$839,941	\$839,941	\$876,461	\$4,163,187
GTF Agreement 2019 Top-Up	\$890,075					\$890,075
GTF Agreement 2021 Top-Up			\$814,417			\$814,417
GTF Bank Account	\$703,497	\$291,578	\$520,358	\$510,059	\$422,218	\$0
Interim Financing						\$0
Capital Reserve Fund						\$0
Operating Fund	\$568,000	\$920,178	\$1,721,000	\$2,210,000	\$1,701,321	\$7,120,499
Long Term Borrowing						\$0
Others (specify) _____						\$0
Total Sources of Funds	\$1,558,000	\$2,015,178	\$2,855,000	\$3,560,000	\$3,000,000	\$12,988,178

\$0 \$0 \$0 \$0 \$0 \$0

\$990,000 \$1,095,000 \$1,134,000 \$1,350,000 \$1,298,679 \$5,053,262