



**ROTHESAY**  
~~2025 March 31 Special Session FINAL 001~~  
SPECIAL COUNCIL MEETING  
Monday, March 31, 2025  
5:00 p.m.  
AGENDA



1. **APPROVAL OF AGENDA**
2. **Municipal Capital Borrowing Board - Intergenerational Complex Phase 2**  
28 March 2025                      Memorandum from Treasurer MacDonald
3. **NEXT MEETINGS**  
Regular meeting                      Monday, April 14, 2025
4. **ADJOURNMENT**



# ROTHESAY

## MEMORANDUM



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TO	:	Mayor and Council
FROM	:	Doug MacDonald, Treasurer
DATE	:	March 28, 2025
RE	:	MCBB Application

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**Recommendation:**

The following motions are required to support the Rothesay *Intergenerational Centre – phase 2*:

**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 \$5,500,000 for the following:

Purpose	Term	Amount
NAME OF FUND: Recreation		
Rothesay Intergenerational Centre – phase 2		
Machinery and equipment	10YRS	\$2,000,000
Building	20YRS	3,500,000

**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 \$5,000,000 for the following:

Purpose	Term	Amount
NAME OF FUND: Recreation		
Rothesay Intergenerational Centre – phase 2		
Interim Financing	3YRS	\$5,000,000

# ROTHESAY

TO: Mayor & Council 2025March31SpecialSessionFINAL\_003

FROM: Doug MacDonald

RE: MCBB Borrowing Application

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March 25, 2025

## **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 the Rothesay Arena necessary to accommodate its transition to the Intergenerational Centre.

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.

Rothersey Intergenerational Centre - Building Retrofit  
Estimated Project Cost Summary (including HST)

	Construction Estimate	Non-recoverable HST	Subtotal	Contingency 30%	Total	Rounded	Amortization
Professional fees (design and construction mgmt)	\$1,655,550.00	18% \$ 70,989.98	\$ 1,726,539.98	\$ 517,962.00	\$ 2,244,501.98	\$ 2,260,000.00	20
Machinery and equipment	1,590,000.00	17% 68,179.20	1,658,179.20	497,453.76	2,155,632.96	2,200,000.00	10
Building retrofit	5,905,000.00	64% 253,206.40	6,158,206.40	1,847,461.92	8,005,668.32	8,000,000.00	20
Soft costs	30,000.00	0% 1,286.40	31,286.40	9,385.92	40,672.32	40,000.00	expense
Subtotal	\$ 9,180,550.00	100% \$ 393,661.98	\$ 9,574,211.98	\$ 2,872,263.60	\$ 12,446,475.58	\$ 12,500,000.00	

## Expense Information

Fill in this information for every project expense (eligible and ineligible). The green cells are protected.

Project Phase	Expense Name	Expense Type	Eligible Cost (\$)
1 Design Phase	Architectural & Engineering Fees	A Professional fees	\$900,000.00
2 Construction Phase	Upgrade Existing Building Envelope with Insulated Metal Panels	C Labour and materials	\$1,900,000.00
3 Construction Phase	New LED Lighting (General areas/washrooms/change rooms)	B Labour and materials	\$70,000.00
4 Construction Phase	Update mechanical systems c/w Automated Building Controls System	C Labour and materials	\$1,090,000.00
5 Construction Phase	Seal interior face of exterior walls and face with metal liner panels	C Labour and materials	\$80,000.00
6 Construction Phase	New composite multi-purpose/sport floor	C Labour and materials	\$600,000.00
7 Construction Phase	Sports Equipment	B Labour and materials	\$300,000.00
8 Construction Phase	Hazardous Material Abatement Allowance	C Labour and materials	\$80,000.00
9 Construction Phase	New windows/daylighting	C Labour and materials	\$290,000.00
10 Construction Phase	Refinishing change rooms	C Labour and materials	\$365,000.00
11 Construction Phase	Update plumbing & heating in washrooms & change rooms	C Labour and materials	\$85,000.00
12 Construction Phase	Update public washrooms to be barrier free	C Labour and materials	\$220,000.00
13 Construction Phase	Drainage tile & regrading	C Labour and materials	\$185,000.00
14 Construction Phase	Electronic Security Upgrades	B Labour and materials	\$75,000.00
15 Construction Phase	New Public Address System	B Labour and materials	\$40,000.00
16 Construction Phase	Life Safety Upgrades	B Labour and materials	\$85,000.00
17 Construction Phase	AV System	B Labour and materials	\$30,000.00
18 Construction Phase	Lift for access to second floor	B Labour and materials	\$315,000.00
19 Construction Phase	Structural upgrades to frame of building	C Labour and materials	\$580,000.00
20 Construction Phase	Refinishing upstairs multipurpose room	C Labour and materials	\$290,000.00
21 Construction Phase	Building Permits	C Other	\$20,000.00
22 Construction Phase	Communications Upgrades	B Labour and materials	\$45,000.00
23 Construction Phase	Rooftop Photo Voltaic System	B Labour and materials	\$630,000.00
24 Construction Phase	Electrical Distribution Upgrades	C Labour and materials	\$120,000.00
25 Construction Phase	Construction Management Fee of 9%	A Professional fees	\$755,550.00
26 Construction Phase	Grand Opening Event	D Engagement activities	\$30,000.00
27 Construction Phase	Net HST (after rebate)	Other	\$393,478.37

# ROTHESAY

## GENERAL FUND: DEBT PROFILE & BUDGET PROJECTIONS

2025March31SpecialSessionFINAL\_006

Prepared By: Douglas MacDonald  
Hearing Date: 12-May-25

**Variables**  
CF&E Grant  
Non-tax Revenues  
Other Exps  
Municipal Tax Base  
**Projections**  
(See Note\*)  
2.00%  
5.00%  
4.00%

Interest Rate: 5.00%

('000)	ACTUAL	BUDGET	**** PROJECTIONS ****			
	2023	2024	2025	2026	2027	2028
REVENUE						
NON-TAX REVENUE	\$1,155	\$696	\$764	\$779	\$795	\$811
COMMUNITY FUNDING & EQUALIZATION GRANT (*)	105	79	52	26	0	
OTHER GRANTS	1,238	52	47	50	50	50
OTHER TRANSFERS	1,183	549	600	600	600	600
SURPLUS 2ND PREV YR	274	129	109			
TOTAL REVENUE	\$3,954	\$1,504	\$1,572	\$1,455	\$1,445	\$1,461
WARRANT	\$20,124	\$22,262	\$23,655	\$24,414	\$25,499	\$26,752
EXPENDITURE						
DEBT COST	\$846	\$938	\$876	\$988	\$1,090	\$1,338
CAPITAL FROM BUDGET	5,722	4,250	5,400	5,000	5,000	5,000
WATER COST TRANSFER	330	335	335	340	340	340
TRANSFER TO RESERVE	1,026	150	0	0	0	0
OTHER EXPENDITURES	16,045	18,093	18,616	19,542	20,514	21,535
DEFICIT - 2ND PREVIOUS YEAR	0	0	0	0	0	0
TOTAL EXPENDITURE	\$23,969	\$23,766	\$25,227	\$25,869	\$26,944	\$28,213
SURPLUS (DEFICIT)	\$109	\$0	\$0	\$0	\$0	\$0
MUNICIPAL TAX BASE						
	\$1,691,074	\$1,870,789	\$2,021,828	\$2,102,701	\$2,186,809	\$2,274,282
TAX RATE						
	\$1.19	\$1.19	\$1.17	\$1.1611	\$1.1660	\$1.1763
DEBT COST PROJECTION						
	2023	2024	2025	2026	2027	2028
PRESENT DEBT SERVICE COST	\$831	\$882	\$818	\$603	\$446	\$436
INTERIM FINANCING & OTHER CHARGES	15	56	58	100	100	75
REFINANCING						
	YEAR	RATE	TERM	AMT		
MFC BG18	2027	5.00%	5	\$10		2
MFC BX18	2040	5.00%	10	\$286		
O/S AUTHORITY						
MO22-0018	2022	5.00%	20	\$225	18	18
MO22-0018	2022	5.00%	5	\$25	6	6
MO23-0015	2023	5.00%	15	\$2,180	210	210
MO23-0015	2023	5.00%	5	\$220	51	51
PLANNED BORROWING						
Application	2026	5.00%	10	\$2,000		
Application	2027	5.00%	20	\$3,500	259	259
PLANNED BORROWING	2027	5.00%	15	\$0		281
PLANNED BORROWING	2028	5.00%	0	\$0		
PLANNED BORROWING	2029	5.00%	0	\$0		
PLANNED BORROWING	2030	5.00%	0	\$0		
TOTAL DEBT SERVICE COST						
	\$846	\$938	\$876	\$988	\$1,090	\$1,338
MUNICIPAL ASSESSMENT						
	2023	2024	2025	2026	2027	2028
	\$1,627,341	\$1,802,936	\$1,947,722	\$2,025,631	\$2,106,656	\$2,190,922
BORROWING LIMITS:						
Annual - 2% of Municipal Assessment		\$ 36,059				
Cumulative - 6% of Municipal Assessment		\$ 108,176				

This analysis represents council's budget projections and the impact of future borrowing from 2024 to 2027. Council members are aware of this information and have been fully advised of the impact of this borrowing on the current tax rate.

Date

Clerk/Administrator/Treasurer/Manager/Director General