

APPROVED AGENDA
Public Meeting – 2023-2024 Financial Plan
Rural Municipality of North Shore
6:30 pm Wednesday March 8, 2023
@ North Shore Community Centre

1. CALL TO ORDER

2. APPROVAL OF THE AGENDA

- 2.1. Disclosure of Pecuniary (Financial) or other Conflicts of Interest

3. NEW BUSINESS (REQUESTS FOR DECISION)

- 3.1. Review of Draft of 2023/2024 Operational and Capital Budget

4. NEXT MEETING March 8, 2023 7:00pm North Shore Community Centre

5. ADJOURNMENT

APPROVED MINUTES
Public Meeting – Rural Municipality of North Shore
6:30 pm Wednesday March 8, 2023
@ North Shore Community Centre

PRESENT: Mayor; Gerard Watts, Deputy Mayor; Nancy MacKinnon, Councilors; Derek Cook, Bob Doyle, Robbie Moore, Craig MacDonald, Peter McLaine and CAO; Martha Jewell

Regrets: Deputy Mayor; Nancy MacKinnon
 5 members of the public

1. **CALL TO ORDER:** 6:30 pm by Mayor Gerard Watts
2. **APPROVAL OF THE AGENDA**
 - 2.1. Disclosure of Pecuniary (Financial) or other Conflicts of Interest
3. **NEW BUSINESS**
 - 3.1. Review of Draft 2023/2024 Operational and Capital Budgets

CAO Martha Jewell presented the Draft 2023 Operational and Capital Budgets.

Operational Budget Review

Revenue – Increase in Fire dues and property tax are based on \$0.10 Municipal tax and \$0.08 for Fire Dues. Pleasant Grove is now on par with Stanhope and Grand Tracadie.

Planning and Development 1.1 cent per \$100 of assessment.

Wage Recovery is based on Development Officer spending 2 days/week at other Municipalities.

Wage Grant – for summer students from Provincial and Federal gov't pending approval.

Resident question: Why is there a budget increase for fines: CAO advised this is based on having our bylaw officer who is trained to be more diligent in following up and ticketing infractions.

Resident question: Why is there a budgeted decrease in income from Stanhope Place activities – CAO was advised by organizer of events that revenue will be less in 2023/2024

Expenses –

Fire dues - \$0.08 per \$100 of assessment. This amount does not indicate an increase in the fire dues rate, but a higher assessment value of the Municipal Property tax. Balances out as a revenue/expense.

Staff wages – Increase reflects increase in staff hours as deemed necessary. Development Officers full salary before wage recovery.

Resident question: Under casual student wages- what do the students do? CAO advised they run the summer camps and outdoor maintenance.

Resident question: Why has health insurance removed been removed from the budget? – No staff are currently requiring Health Insurance.

Resident Question: Why has Council remuneration increased?: CAO advised independent commission was engaged to assess Council remuneration and suggested increase was adopted via resolution.

Resident Question: Why has the budgeted amount for Councillor mileage increased?: Increased based on anticipation of new council being more engaged with training and events offered by FPEIM.

Resident question: Why has the budgeted amount for public meetings doubled? CAO advised anticipated increase in rezoning / subdivision applications.

Resident question: Why has Stanhope Promenade maintenance been removed from budget? CAO advised that cost was absorbed under general maintenance for the Municipality.

Resident question: There should be an increase to maintenance wages as more attention to the sports fields is required in Spring?– CAO will look into hiring support staff to fill the gap in start of summer students.

Resident question: Why is there a decrease in the budget for advertising? Advertising costs in 2022 Official Plan and printing of professional copies.

Resident question: Breakdown of costs for Municipal events? Invoices not released publicly but majority of costs are funded.

Resident question: Cost of electricity & maintenance: CAO in the process of investigating.

Resident question: Increase in general maintenance: CAO addition of Promenade Maintenance budget.

Resident question: Does general maintenance get done by staff or hired out? CAO depends on the scope of the project.

Resident question: Would setting the heat pumps at different temperatures or programming them to a set temperature assist in keeping electricity costs down? CAO can look into that for Stanhope

Capital Budget Review

Capital Budget and 5 year plan presented by Mayor Gerard Watts. This is a fluid plan. CBBF is released in October – however with changes in CAO we were not able to make any changes/ additions to this years 5 year plan. Completed projects and numbers have been updated.

CAO – Sign for Grand Tracadie was moved out a few years due to potential updates to traffic flow in that area.

Resident question: Ball Field Upgrades at Grand Tracadie – What is the status? CAO will look into status of dugouts at Grand Tracadie.

Councillor question: 2022/2023 were Sports Infrastructure funds all spent – CAO all was completed except for bike racks and picnic tables. Some work will have to be redone post Fiona and put through insurance.

Resident question: Is the Pleasant Grove park and playground to be completed this year? Mayor advised that this can't be completed until land is acquired – Council has been looking for land.

Resident question: What is the status of the short term rental study? Mayor spoke on behalf of previous CAO that as part of the plan, in consultation with the public, would like a study done on Short Term Rentals in our Municipality. This will go back to new Council for a review.

Councillor question: Is there any Gas Tax money that is not allocated? All funds up to date are allocated. No funds for 2023/ 2024 allocated as of yet. Spring intake is closed so next applications will open in the Fall.

Resident question: 2023/2024 budget shows the Tracadie Commons Trails. Has the issue with the Tracadie Commons been resolved? – We're hoping that the land issue will be resolved this year. There will be public consultation before any plan is implemented.

Resident question: Has the generator for Tracadie been purchased? No it has not. Intended to potentially be a second warming center if needed.

Resident question: Can the community rent the Grand Tracadie school? Depending on the time and day it can still potentially be rented.

At 7:10pm Mayor Gerard Watts concluded the public meeting and moved over to the Regular Council Meeting.

SIGNED: Gerard Watts, Mayor

DATE:

SIGNED: CAO

DATE:

Budget

ACCOUNT	2022/2023 Budget	2022/2023 Actual to Feb 28/23	2023/2024 Budget
REVENUE			
Fire Dues	\$ 226,350.00	\$210,981.76	\$ 278,650.00
Property Taxes	\$ 291,000.00	\$293,078.52	\$ 348,320.00
<i>Planning & Development</i>			
Building Permits	\$ 13,000.00	\$27,006.13	\$ 22,000.00
Equalization Grant	\$ -		\$ -
Green Space		\$ -	
Fines	\$ 250.00	\$ 10.00	\$ 1,565.00
Planning & Development Province	\$ 26,040.00	\$33,616.00	\$ 29,000.00
<i>NS Community Centre</i>			
Centre Rentals	\$ 20,000.00	\$24,137.75	\$ 20,000.00
Centre Bar	\$ 15,000.00	\$ 16,741.73	\$ 16,000.00
Community Events (Ball hockey, pickleball, community school)	\$ 8,000.00	\$8,957.80	\$ 8,000.00
Wage Grant (JFY/Feds)	\$ 13,500.00	\$ 13,497.52	\$ 13,500.00
Miscellaneous Income	\$ 500.00	\$1,328.36	\$ 500.00
Wage Recovery-Dev.Officer -Milton/Kingston		\$ 5,302.78	\$ 22,500.00
<i>Stanhope Place</i>			
Stanhope Place Rentals (Yoga, FCBB, others)	\$ 5,000.00	\$ 7,077.50	\$ 4,200.00
Community Events (Cards, Ballet)	\$ 1,500.00	\$ 1,188.80	\$ 750.00
<i>Grand Tracadie</i>			
Rentals	\$ 18,000.00	\$17,666.66	\$ 25,000.00
<i>Funding</i>			
Canada Day /Violence/Remembrance	\$ 2,200.00	\$ 5,652.00	\$ 2,200.00
Funding (Infrastructure/Community)			
Grants- MCEG	\$ 5,000.00	\$ 8,077.56	\$ 7,500.00
Interest Income/ Miscellaneous	\$ 1,500.00		\$ 1,500.00
Reserve Account Transfers	\$ 42,500.00	\$ 2,500.00	
TOTAL REVENUE	\$ 689,340.00	\$676,820.87	\$ 801,185.00
EXPENSES			
Fire Dues	\$ 226,350.00	\$ 210,981.76	\$ 278,650.00
<i>Administrative/Municipal</i>			
Staff Wages inc. MERCS	\$ 155,000.00	\$ 162,010.30	\$ 225,000.00
Casual/Student Wages	\$ 22,000.00	\$ 19,594.11	\$ 22,000.00
Staff Mileage	\$ 1,800.00	\$ 2,213.64	\$ 1,800.00
Health Insurance	\$ 3,500.00	\$ 1,816.40	\$ -
Professional Fees, Auditor	\$ 8,000.00	\$ 8,481.25	\$ 8,250.00
Legal Services	\$ 25,000.00	\$ 16,973.44	\$ 25,000.00
Website Hosting	\$ 1,350.00	\$ 1,543.96	\$ 1,350.00
Councillor Remuneration	\$ 17,000.00	\$ 12,750.00	\$ 20,750.00
Councillor Mileage	\$ 250.00	\$ 50.00	\$ 700.00
Small Equipment	\$ 1,200.00	\$ 1,600.80	\$ 1,200.00
Elections	\$ 2,500.00	\$ 3,333.62	\$ 2,500.00
Memberships/Licenses/Dues	\$ 6,000.00	\$ 5,423.05	\$ 6,500.00
Insurance / Property tax	\$ 25,000.00	\$ 24,704.00	\$ 25,000.00
Property Tax		\$ 2,145.51	\$ 2,500.00
General Maintenance		\$ 4,891.85	\$ 8,800.00
Advertising (inc Water and Env education)	\$ 1,800.00	\$ 5,131.88	\$ 1,200.00
Public Meetings	\$ 900.00	\$ -	\$ 1,800.00
Newsletter/Printing/Postage	\$ 600.00	\$ -	\$ 600.00
Office Expenses	\$ 3,200.00	\$ 2,913.33	\$ 3,200.00
Interest and bank fees	\$ 850.00	\$ 926.92	\$ 850.00

Telephone/Internet	\$ 5,500.00	\$ 4,542.46	\$ 5,500.00
Donations/gifts	\$ 250.00	\$ 50.00	\$ 250.00
Staff Training	\$ 500.00	\$ 40.00	\$ 1,000.00
Total Administrative/Municipal	\$ 508,550.00	\$ 492,118.28	\$ 644,400.00
Planning/Development			
Consulting Fees	\$ 55,000.00	\$54,620.25	\$ 23,000.00
Official Plan Admin/Enforcement	\$ 6,500.00	\$ 2,216.12	\$ -
Planning Consultant /Development Officer	\$ 6,500.00	\$ 1,477.76	\$ 5,000.00
Planning Committee Costs	\$ 500.00	\$ 101.20	\$ 500.00
Planning Mileage	\$ 125.00	\$ -	\$ 125.00
Total Planning/Development	\$ 68,625.00	\$ 58,415.33	\$ 28,625.00
Water & Wastewater Services			
	\$ 300.00		\$ 300.00
EMO - Emergency Measures Organization			
	\$ 4,160.00		\$ 4,160.00
Facilities and Public Property			
North Shore Community Centre			
Liquor Purchases / supplies / licences	\$ 10,000.00	\$ 6,637.57	\$ 10,000.00
Electricity	\$ 10,000.00	\$ 9,865.17	\$ 10,000.00
Repair/Maintenance	\$ 15,000.00	\$ 24,553.05	\$ 27,500.00
Snow Removal	\$ 4,800.00	\$ 2,541.37	\$ 5,000.00
Heat Oil/Propane	\$ 6,000.00	\$ 8,812.16	\$ 8,000.00
Total North Shore Community Centre	\$ 45,800.00	\$ 52,409.32	\$ 60,500.00
Stanhope Place			
Heat (oil)	\$ 500.00	\$ 28.01	\$ 500.00
Electricity	\$ 5,000.00	\$ 4,772.74	\$ 5,000.00
Repair/Maintenance	\$ 2,500.00	\$ 795.39	\$ 2,500.00
Snow Removal	\$ 1,000.00	\$ -	\$ 1,000.00
Total Stanhope Place	\$ 9,000.00	\$ 5,596.14	\$ 9,000.00
Grand Tracadie Community Centre			
Electricity	\$ 6,500.00	\$ 7,552.51	\$ 9,000.00
Maintenance and Garbage Disposal	\$ 8,000.00	\$ 9,817.44	\$ 8,000.00
Heat (oil)	\$ 5,500.00	\$ 4,678.65	\$ 7,000.00
Snow Removal	\$ 1,000.00	\$ 550.00	\$ 1,000.00
Internet /Phone	\$ 1,200.00	\$ 1,326.99	\$ 1,200.00
Total Grand Tracadie Community Centre	\$ 22,200.00	\$ 23,925.59	\$ 26,200.00
Grand Tracadie Rink and Ballfield			
Rink Maintenance		\$1,664.49	\$ 2,000.00
Total Facilities and Public Property	\$ 77,000.00	\$ 83,595.54	\$ 97,700.00
Recreation			
Community Grants	\$ 8,500.00	\$6,505.00	\$ 8,500.00
Event Supplies/ rec equipment	\$ 13,000.00	\$14,166.13	\$ 16,000.00
Special Event Expenses		\$2,076.90	\$ 1,500.00
Total Recreation	\$ 21,500.00	\$ 22,748.03	\$ 24,500.00
TOTAL EXPENSES	\$ 680,135.00	\$ 656,877.18	\$ 801,185.00
SURPLUS/DEFICIT YTD	\$ 9,205.00	\$ 19,944	\$ -

Capital Working Budget 2023-2024 Description of Project	CIP#	Completed	Estimated Cost Project	Capital Reserve Fund Withdrawals	Gas Tax Funds	Current Operations	Other Municipal Sources	Provincial Cost Shared Program	Federal Cost Shared Program	Other Sources	Amounts received	Invoices	Previous Years Amounts	Total Actual	Notes
Field Upgrades- Completed Grandstands, Garbage Cans, Ballfield Fencing Not Completed: Dugouts, picnic tables, bike racks	58.2.7	No	\$ 86,610.54		\$ 54,986.23	\$ 4,124.31			\$ 27,500.00		\$ 54,986.23 Gas Tax	Garbage Cans- 40 Dog waste- 80			
Grand Tracadie Parking Lot	58.2.5	No	\$ 55,375.00		\$ 25,000.00	\$ 2,875.00			\$ 27,500.00						
NSCC Upgrades- Medical Lift	58.2.2	No	\$ 50,000.00		\$ 44,247.75	\$ 3,750.00				\$ 25,000.00	\$25,000 New Horizons				
NSCC Washroom Upgrades	58.2.2	No	\$ 15,750.00		\$ 15,000.00	\$ 750.00									
Generator for Grand Tracadie School		No	\$ 44,500.00					\$ 31,500.00		\$13,000.00	13,000 Covid Safe Restart Fund				
North Shore Trail Creation Project-Promenade Benches and Interpretive Plaques	58.2.4	No	\$ 14,375.00		\$ 13,750.00	\$ 625.00									
Website transition and upgrade		No	\$ 5,000.00	\$ 5,000.00											
			\$271,610.54	\$5,000.00	\$152,983.98	\$12,124.31	\$0.00	\$31,500.00	\$55,000.00	\$38,000.00					