



Municipality of the District of St. Mary's

Council- Annual General Meeting

Wednesday, April 6th, 2021

1. Meeting, Date & Time:

The Annual General Meeting of the St. Mary's Municipal Council was called to order on Wednesday, April 6th, 2022, at 4:00pm in the Council Chambers, Sherbrooke, N.S.

2. Attending:

Warden Wier	Councillor Mailman
Deputy Warden Fuller	Councillor Malloy
Councillor Baker	Councillor Zinck
Councillor Harpell	

Also Attending:

Marissa Jordan, Chief Administrative Officer
Marian Fraser, Director of Finance
Mallory Fraser, Municipal Clerk

3. Additions to the Agenda:

- There were no additions to the agenda.

4. Approval of Agenda:

On motion of Deputy Warden Fuller and seconded by Councillor Harpell, Council approved the agenda as presented.

Motion approved.

5. Presentation

(2022/2023 Budget- Marian Fraser, Director of Finance)

2022/23 Operating Revenue:

- Residential/Resource and Commercial property tax rates to be set at \$0.95 per \$100 of assessment for Residential/Resource assessment and \$2.26 per \$100 of assessment for Commercial assessment. These rates will generate \$2,219,730 of tax revenue and will result in a balanced operating budget for the 2022/2023 fiscal year.

Area Rates

- Solid waste charge per residential account with dwelling and commercial account with a structure will remain the same at \$99.82. Street Light Area Rate will remain the same at \$71.85 per account.
- Sherbrooke Sewer Area Rate to remain the same at \$215 per unit. Fire Tax Levies are determined by individual volunteer fire departments at their annual meetings. All area rates will generate an estimated revenue of \$508,194 for the 2022/2023 fiscal year.
- Grants in lieu of taxes, revenue is estimated to generate \$183,888. Grants include Federal, Provincial, Bell Aliant, NSPI, and CBC.
- Deed transfer tax revenue is estimated at \$120,00.

- Acreage revenue estimated at \$52,643.
- Provincial capacity grant, formally known as the equalization grant - \$175,432.
- HST offset grant - \$11,000.
- Revenue from own sources including Recreation/Community Development revenue, Recplex revenue, interest on taxes and investments, permits, fine revenue and tipping fees - \$191,937.
- The total estimated revenue for the 2021/22 operating budget is \$3,462,824.

2022/23 Operating Expenditures:

- General Government Services with includes Warden & Councillor honorariums, municipal administration, office/computer, building and janitorial expenses, low-income tax exemptions, municipal insurance, audit, and legal expenses, and PVSC services - \$742,250.
- Protective Services includes grants to fire departments, EMO, corrections and RCMP mandated funding, and building inspection/animal control services - \$874,783.
- Transportation Services includes J-class Roads provincial maintenance expense and street lighting expense paid to NSP- \$94,000.
- Environmental Health includes Sherbrooke Sewer Utility expenses (salaries, chemicals, power, maintenance) and Municipal Transfer Station (salaries, garbage/recyclable contract with ESC, tipping fees, C&D disposal, general maintenance) - \$671,488.
- Environmental Development Services includes planning, Land Use By-Law and subdivision services, Economic Development Officer salary, economic development projects, and small business events - \$78,200.
- Recreation & Cultural Services includes St. Mary's Recplex salaries, power, insurance and general maintenance, Recreation/Community Development programming, salaries, monthly municipal newsletter, tourism initiatives, Sherbrooke Library expenses, grants to organizations and community hall tax exemptions - \$381,103.
- Mandated Education expense payable to the Strait Regional Center for Education estimated at \$606,000.
- Public Health Services representing the deficit for local Housing Authority of \$15,000.
- The total estimated expenditures for 2022/23 is \$3,462,824.

Sherbrooke Water Utility:

- Revenue has been estimated and budgeted based on the water rate study and approved rates, the estimated revenue for 2022/2023 is \$153,200. Expenditures include chemicals & freight, power, depreciation, water testing, maintenance, debt repayment and administration.

Capital Budgets:

- Gas Tax Reserve Fund Project scheduled for 2022/2023 include (net of grants and funding):
 - Admin building debt repayment of \$130,481
 - Sherbrooke Sidewalk Project \$50,000
 - SCADA Water System Upgrade \$10,000
 - Projected balance at year end March 31, 2023, of \$92,748.
- Capital Reserve Fund Projects scheduled for 2022/23 include (net of grants and funding):
 - Recplex Lighting Upgrade \$14,000
 - Phase 3 Streetscapes Project \$65,000
 - Dry Hydrant for Fire Services \$8,000
 - Main Street Storm Sewer Drainage \$50,000
 - Electric Vehicle Charging Station \$20,000
 - Sonora Road Sewer Pump at Lift Station \$6,000

- J Class Roads \$55,000
- Additional funds may be required later as estimates have not been received for Cameron Road, Bennett's Loop, or Restoration Drive.
- Continuation of Streetscapes Project \$25,000
- Projected balance at year end March 31, 2023, of \$418,239.

6. Budget Resolutions and Motions:

a. Tax Rate Resolutions

RESOLUTION - For Adopting Estimates & Striking Tax Rate - Municipality of the District of St. Mary's - For the Year April 1, 2022 - March 31, 2023

RESOLVED That pursuant to Section 72 and 73 of the Municipal Government Act, the Municipal Council of the Municipality of the District of St. Mary's estimates the sums of **\$ 2,219,730** are required for the lawful purposes of the said Municipality for the year ending March 31, 2023, after crediting the probable revenue from all sources other than taxes for said year which may not be collectable and collected.

FURTHER RESOLVED that Council hereby authorizes the levying and collection of a rate of **\$2.26** on each one-hundred dollar of the assessed value of the property assessed in the Assessment Roll, which shall be the Commercial Rate, and which rate the said Council deems sufficient to raise the sums required to defray the expenditure of the said Municipality for the said year and any deficit from the preceding year.

FURTHER RESOLVED that Council hereby authorizes the levying and collection of a rate of **\$0.95** on each one-hundred dollar of assessed value of residential property assessed in the Residential Rate Roll, said rate having been calculated after applying the commercial rate to the residential property assessed to obtain the amount to be raised from Residential Property Taxation.

The *Commercial* and *Residential* rate so determined that Council deems sufficient to raise the amounts necessary for the lawful purposes of the said Municipality for the twelve-month year ending March 31, 2023.

FURTHER RESOLVED that said Council hereby requires payment of said rates to be made to the Treasurer of the said Municipality on or before the 31st day of July 2022.

FURTHER RESOLVED that said Council imposes an additional percentage of fourteen percent per annum on all rates and taxes remaining unpaid after the 31st day of July 2022.

FURTHER RESOLVED that the Council hereby fixes the 31st day of July 2022 as the day after which the Treasurer may proceed to issue warrants for the collection of all rates and taxes.

On motion of Councillor Harpell and seconded by Councillor Baker, Council accepts the tax rate resolutions for Adopting Estimates & Striking Tax Rate for the Year April 1, 2022 - March 31, 2023.

Motion approved.

REMUNERATION FOR WARDEN & COUNCILLORS - Municipality of the District of St. Mary - For the Year April 1, 2022 - March 31, 2023

RESOLVED by the Municipal Council of the Municipality of the District of St. Mary's, in the County of Guysborough, that the Policy Remuneration entitled to *Warden & Councillors* be as follows:

- i. The Warden of the Municipality shall receive an amount of \$ 8,503 Per annum as remuneration of his/her services as Warden and the Deputy Warden shall receive an amount of \$6,076 per annum for his/her services as Deputy Warden.
- ii. Every member of the Municipal Council shall receive an amount of \$13,369 Per annum as remuneration for his/her service as Councillor, such remuneration shall also be paid to the Warden and Deputy Warden as a Councillor pursuant to Section 1 of this Resolution.
- iii. The Warden, Deputy Warden and Councillors shall in addition to such remuneration be paid a daily meal fee of dollars \$55.00 (*\$15.00 breakfast, \$20.00 dinner, \$20.00 supper*) and the Federal Floating Rate to and from meetings, conferences, workshops, etc.
- iv. Municipal representatives appointed by Council to outside agencies, organizations, or commissions shall be paid in accordance with Section 3 of this Resolution.
- v. The Warden, Deputy Warden and Councillors are paid 12 times per year.

On motion of Deputy Warden Fuller and seconded by Councillor Mailman, Council accepts the council remuneration resolutions for adopting Council and Warden remuneration rates for the Year April 1, 2022 - March 31, 2023.

Motion approved.

b. 2022/2023 Operating Budget:

On motion of Councillor Baker and seconded by Councillor Malloy, that council accepts the 2022/23 Municipal Operating Budget which includes individual department budgets, and schedule of rates as presented.

Motion approved.

c. 2022/2023 Water Utility Budget:

On motion Malloy of Councillor Malloy and seconded by Councillor Harpell, that Council accepts the 2022/23 Sherbrooke Water Utility budget as presented.

Motion approved.

d. 2022/2023 Capital Budget:

On motion of Deputy Warden Fuller and seconded by Councillor Baker, that Council accepts the 2022/23 Capital Budget as presented.

Motion approved.

e. 2021/2022 Gas Tax:

On motion of Councillor Malloy and seconded by Councillor Zinck, that Council accepts the 2022/23 Gas Tax Budget as presented.

Motion approved.

f. In-House and Outside Committee Appointments:

On motion of Councillor Mailman and seconded by Councillor Baker, that Council approve the Inhouse and Outside Committee appointments for the 2022-23 fiscal year as presented.

Motion approved.

h. Non-Profit Organization Property Tax Exemption– Schedule A– Approved

Organization List:

On motion of Deputy Warden Fuller and seconded by Councillor Malloy, that Council approves the Non-Profit Organization Property Tax Exemption Schedule A as presented with ability to add other organizations later.

Motion approved.

f. General Government Grants

On motion of Councillor Baker and seconded by Councillor Harpell, that Council approve the General Government Grants as presented for the 2022/23 fiscal year.

Motion approved.

7. Other Matters of Business

a. Budget Open House

- Council set the date for the Budget Open House for April 20, 2022, from 6:00 – 7:00 pm.


8. Adjournment

On motion of Councillor Malloy and seconded by Councillor Baker, there being no further matters of business, council adjourned at 4:20 pm.

Motion approved.



Recorded By
Mallory Fraser, Municipal Clerk



Approved By
Warden Wier



2022-2023
Annual General Meeting of Council
April 6th, 2022

Municipal Operating Budget

▶ 2022/23 Operating Revenue

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Municipal Operating Budget

▶ 2022/2023 Operating Revenue Con't

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- Provincial capacity grant \$175,432
 - Formally known as the equalization grant
- HST offset grant \$11,000
- Revenue from own sources \$191,937
 - Including Recreation/Community Development revenue, Recplex revenue, interest on taxes and investments, permits, fine revenue and tipping fees.

Total estimated revenue for 2022/23 operating budget is \$3,462,824

Municipal Operating Budget

2022/23 Operating Expenditures

- General Government Services \$742,250
 - Includes Warden & Councillor honorariums, municipal administration, office/computer, building and janitorial expenses, low-income tax exemptions, municipal insurance, audit and legal expenses, and PVSC services
- Protective Services \$874,783
 - Includes grants to fire departments, EMO, corrections and RCMP mandated funding, and building inspection/animal control services
- Transportation Services \$94,000
 - J-class Roads provincial maintenance expense and street lighting expense paid to NSP
- Environmental Health \$671,488
 - Includes Sherbrooke Sewer Utility expenses (salaries, chemicals, power, maintenance) and Municipal Transfer Station (salaries, garbage/recyclable contract with ESC, tipping fees, C&D disposal, general maintenance)

Municipal Operating Budget

2022/23 Operating Expenditures Con't

- Environmental Development Services \$78,200
 - Includes planning, land use and subdivision services, Economic Development Officer salary, economic development projects, and small business events

- Recreation & Cultural Services \$381,103
 - Includes St.Mary's Recplex salaries, power, insurance and general maintenance, Recreation/Community Development programming, salaries, monthly municipal newsletter, tourism initiatives, Sherbrooke Library expenses, grants to organizations and community hall tax exemptions

- Mandated Education expense payable to the Strait Regional Center for Education estimated at \$606,000

- Public Health Services representing the deficit for local Housing Authority of \$15,000

- ▶ Total estimated expenditures for 2022/23 \$3,462,824

Sherbrooke Water Utility Operating Budget

- Revenue has been estimated and budgeted based on the water rate study and approved rates – estimated revenue for 2022/2023 at \$153,200
- Expenditures main components of expenditures are;
 - Chemicals & freight
 - Power
 - Depreciation
 - Water testing
 - Maintenance
 - Debt repayment
 - Administration

Capital Budgets

▶ Gas Tax Reserve Fund

- Project scheduled for 2022/2023 include (net of grants/funding):
 - Admin building debt repayment of \$130,481
 - Sherbrooke Sidewalk Project \$50,000
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 - Projected balance at year end March 31, 2023 of \$92,748

▶ Capital Reserve Fund

- Projects scheduled for 2022/23 include (net of grants/funding):
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 - Sonora Rd Sewer Pump at Lift Station \$6,000
 - J Class Roads \$55,000 – Main Street (additional funds may be required at a later date as estimates have not been received for Cameron Rd, Bennett's Loop or Restoration Drive)
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Municipality of the District of St. Mary's

2022/2023 Municipal Operating and Capital Budget



Budget Key Messages

- The Municipality is presenting a balanced budget without requiring funds from the accumulated operating surplus.
- The operating budget this year is \$3,462,824. This represents a 5.08% increase over last year's budget.
- Tax rates will remain the same as last year and there will be no increases to area rates.
- Staff salary/wages and Councilor remunerations increased by 2.5% cost of living. This is lower than the Statistics Canada figure for Nova Scotia this year which was 4.8%.
- RCMP payments to the Province are increasing by 11.04% over last year's municipal contribution.
- Capital and Gas Tax expenditures for this year are \$221,000 and include the following projects:
 - Recplex Lighting Upgrade
 - Sherbrooke Sidewalks
 - Phase 3 Streetscapes Project
 - Dry Hydrant for Fire Services
 - Main Street Storm Sewer Drainage
 - Electric Vehicle Charging Stations
 - Sonora Rd Sewer Pump at Lift Station
 - J Class Roads
- Municipal General Government Grants are distributed in three different ways, District Grants (\$3,143 per district), Grants to Organizations (\$10,000) and School Scholarships (\$3,000). Additional grants are also provided, including tax exemptions for non-profit groups for community centers as well as grants to individuals through the Municipal Low-Income Property Tax Exemption.
- Fire Department Grants are budgeted for \$52,000 which includes opportunities for training.
- Council continues to advance efforts to increase library services and has established the "Seeds of Literacy" pilot program for the 2022/2023 fiscal to further supplement services.
- The Fitness Center is being planned to reopen (pending site approval) with a swipe card entry by registered members at no charge for a one-year trial period. This project would include the implementation of volunteer system with appropriate policies and procedures. The Municipality is also looking forward to the completion of the Recreation Master Plan this year.
- After the completion of the Municipal Planning Strategy and Land Use By-Law updates, the Municipality will be initiating a new Land Development Committee to explore the best ways to utilize municipal land for the growth of St. Mary's. Funds have been allocated to help advance efforts of this committee and new opportunities within the Municipality.
- A Budget Open House will be scheduled this year due to the easing of covid restrictions.