



NOTICE

MEETING: St Mary's Municipal Council
Annual General Meeting

DATE: March 31st, 2021

TIME: 7:00 pm

PLACE: St. Mary's Municipality
Council Chambers, Sherbrooke, NS

Please advise if unable to attend



Municipality of the District of St. Mary's

Annual General Meeting
Wednesday, March 31st, 2021

1. Call to Order
2. Roll Call
3. Additions to the Agenda
4. Approval of the Agenda
5. Presentation of 2021-2022 Budget- Marian Fraser, Director of Finance
6. Budget Resolutions and Motions
 - a. Tax Rate Resolutions
 - b. Remuneration of Warden and Councillor
 - c. 2021/2022 Operating Budget
 - d. 2021/2022 Water Utility Budget
 - e. 2021/2022 Capital Budgets
 - f. 2021/2022 Gas Tax
 - g. In-House and Outside Committee Appointments
 - h. Municipal Insurance
7. Adjournment



Municipality of the District of St. Mary's

Council- Annual General Meeting

Monday, March 31st, 2021

1. Meeting, Date & Time:

The Annual General Meeting of Council of the St. Mary's Municipal Council was called to order on Wednesday, March 31st, 2021 at 7:00pm 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:

Marvin MacDonald, CAO- via teleconference
Marian Fraser, Director of Finance
Marissa Jordan, Municipal Clerk/Special Projects Coordinator

3. Additions to the Agenda:

Item to the agenda- 6i. Non-Profit Organization Property Tax Exemption- Schedule A- Approved Organization List

4. Approval of Agenda:

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

Motion approved.

5. Presentation-2021/2022 Budget- Marian Fraser, Director of Finance

2021/22 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 \$2,115,398 of tax revenue and will result in a balanced operating budget for the 2021/2022 fiscal year.
- Solid waste charge per residential account with dwelling and commercial account with a structure will increase from \$96.82 to \$99.82.
- Street Light Area Rate will increase from \$70.17 to \$71.85 per account.
- Sherbrooke Sewer Area Rate to remain the 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 \$508,692 for the 2021/2022 fiscal year.
- Federal, Provincial, Bell Aliant, NSPI, and CBC.
- Deed transfer tax revenue estimated at \$75,000.
- Acreage revenue estimated at \$52,671.
- Provincial capacity grant \$175,432

- Formally known as the equalization grant
- HST offset grant \$10,600.
- Revenue from own sources \$176,309
 - Including Recreation/Community Development revenue, Recplex revenue, interest on taxes and investments, permits, fine revenue and tipping fees.
- Total estimated revenue for 2021/22 operating budget is \$3,295,264.

2021/22 Operating Expenditures:

- General Government Services \$732,622:
 - 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 \$800,441:
 - Includes grants to fire departments, EMO, corrections and RCMP mandated funding, and building inspection/animal control services.
- Transportation Services \$93,000:
 - J-class Roads provincial maintenance expense and street lighting expense paid to NSP.
- Environmental Health \$604,776:
 - 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).
- Environmental Development Services \$97,700:
 - Includes planning, Land Use By-Law and subdivision services, Economic Development Officer salary, economic development projects, and tourism initiatives.
- Recreation & Cultural Services \$354,951:
 - Includes St. Mary's Recplex salaries, power, insurance and general maintenance, Recreation/Community Development programming, salaries, monthly municipal newsletter, Sherbrooke Library expenses, grants to organizations and community hall tax exemptions.
- Mandated Education expense payable to the Strait Regional Center for Education estimated at \$591,414.
- Public Health Services representing the deficit for local Housing Authority of \$12,000.
- Total estimated expenditures for 2021/22 \$3,295,264

Sherbrooke Water Utility:

- Revenue has been estimated and budgeted based on the water rate study and approved rates – estimated revenue for 2021/2022 at \$147,000
- Estimated expenditures for 2021/2022 of \$147,000; main components being:
 - Chemicals & Freight
 - Power
 - Depreciation
 - Water testing
 - Maintenance
 - Debt repayment
 - Administration

Capital Budgets:

Gas Tax Reserve Fund

- Project scheduled for 2021/2022 include:
- Admin building debt repayment of \$133,891
- Municipal Roads Upgrades \$15,000
- Continuation of the Chlorine/Turbidity upgrade project \$15,000
- Projected balance at year end March 31, 2022 of \$147,373

Capital Reserve Fund

- Projects scheduled for 2021/22 include:
- Dry Hydrant for Fire Services \$8,000
- J Class Roads \$175,000
- Continuation of Streetscapes Project \$25,000
- Projected balance at year end March 31, 2022 of \$273,357

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, 2021 - March 31, 2022

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 **\$ 2,115,398** are required for the lawful purposes of the said Municipality for the year ending March 31, 2021, 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 dollars 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 dollars 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, 2022.

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 2021.

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 2021.

FURTHER RESOLVED that the Council hereby fixes the 31st day of July 2021 as the day after which the Treasurer may proceed to issue warrants for the collection of all rates and taxes.

On motion of Deputy Warden Fuller and seconded by Councillor Malloy, Council accepts the tax rate resolutions for Adopting Estimates & Striking Tax Rate for the Year April 1, 2021 - March 31, 2022.

Motion approved.

Remuneration of Warden and Councillor:

REMUNERATION FOR WARDEN & COUNCILLORS - Municipality of the District of St. Mary - For the Year April 1, 2021 - March 31, 2022

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 \$ 8,300 Per annum as remuneration of his/her services as Warden and the Deputy Warden shall receive an amount of \$ 5,929 per annum for his/her services as Deputy Warden.
- ii. Every member of the Municipal Council shall receive an amount of \$ 13,043 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 Policy.
- 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). Federal Floating Rate to and from meetings, conferences, workshops, etc.
- iv. Municipal representatives appointed by Council to outside agencies, organizations, commissions shall be paid in accordance to Section 3 and 4 of this Policy.

The Warden, Deputy Warden and Councillors are paid 12 times per year.

On motion of Councillor Harpell and seconded by Councillor Zinck, that Council accepts that the Warden of the Municipality shall receive an amount of \$8,300 per annum as remuneration of his/her services as Warden.

And

That the Deputy Warden shall receive an amount of \$5,929 per annum for his/her service as Deputy Warden.

And

That every member of the Municipal Council shall receive an amount of \$13,043 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 Policy.

Motion approved.

b. 2021/2022 Operating Budget:

On motion of Councillor Mailman and seconded by Councillor Harpell, that council accepts the 2021/22 Municipal Operating which includes individual department budgets, and schedule of rates as presented.

Motion approved.

c. 2021/2022 Water Utility Budget:

On motion of Councillor Malloy and seconded by Deputy Warden Fuller that council accepts the 2021/22 Sherbrooke Water Utility budget as presented.

Motion approved.

d. 2021/2022 Capital Budgets:

On motion of Councillor Zinck and seconded by Deputy Warden Fuller, that council accepts the 2021/22 Capital Budget as presented.

Motion approved.

e. 2021/2022 Gas Tax:

On motion of Councillor Malloy and seconded by Councillor Mailman, that council accepts the 2021/22 Gas Tax Budget as presented.

Motion approved.

f. In-House and Outside Committee Appointments:

On motion of Councillor Harpell and seconded by Councillor Zinck, that council approve the in house and outside committee appointments for the 2021/22 fiscal year as presented.

Motion approved.

g. Municipal Insurance:

On motion of Councillor Zinck and seconded by Councillor Harpell, that council award the Municipal Insurance Tender to Frank Cowan Company Ltd. in the amount of \$52,614.23 effective April 1st, 2021.

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 approve the Non-Profit Organization Property Tax Exemption Schedule A as presented with ability to add other organizations at a later date.

Motion approved.

7. Adjournment

On motion of Councillor Zinck and seconded by Councillor Mailman, there being no further matters of business, council adjourned at 7:26pm.

Motion approved.



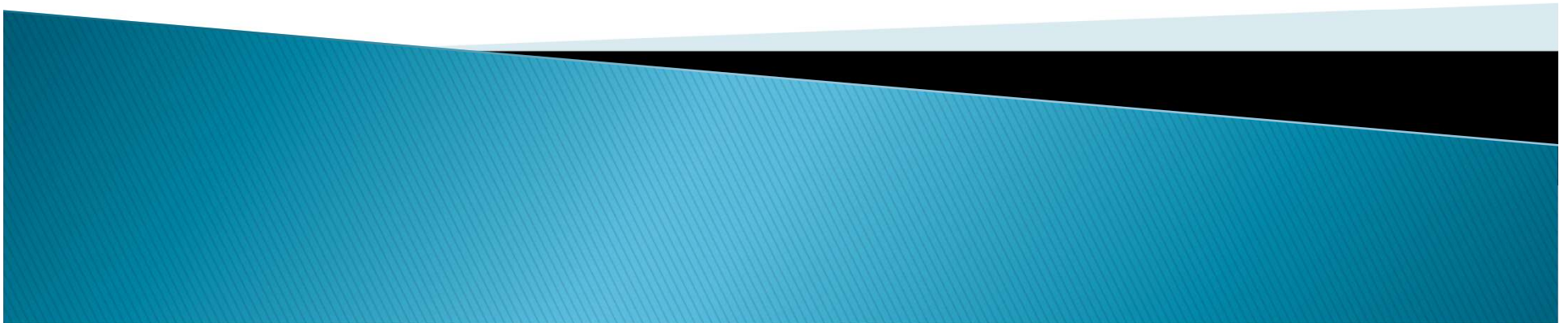
Recorded By
Municipal Clerk/Special Projects Coordinator



Approved By
Warden Wier



2021–2022
Annual General Meeting of Council
March 31st, 2021



Municipal Operating Budget

▶ 2021/22 Operating Revenue

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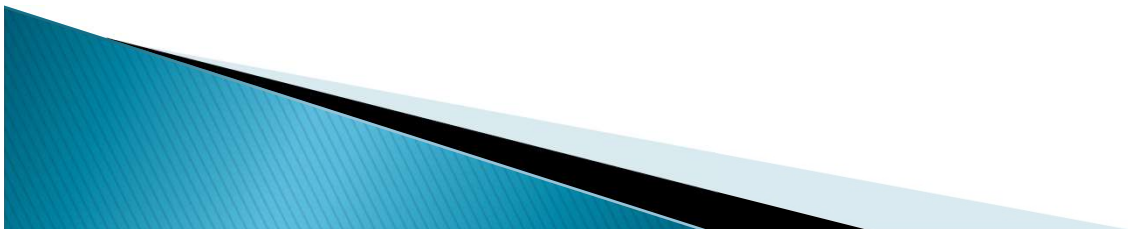


Municipal Operating Budget

▶ 2021/2022 Operating Revenue Con't

- Grants in lieu of taxes revenue is estimated to generate \$181,162; grants include Federal, Provincial, Bell Aliant, NSPI, and CBC.
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Municipal Operating Budget

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Municipal Operating Budget

2021 /22 Operating Expenditures Con't

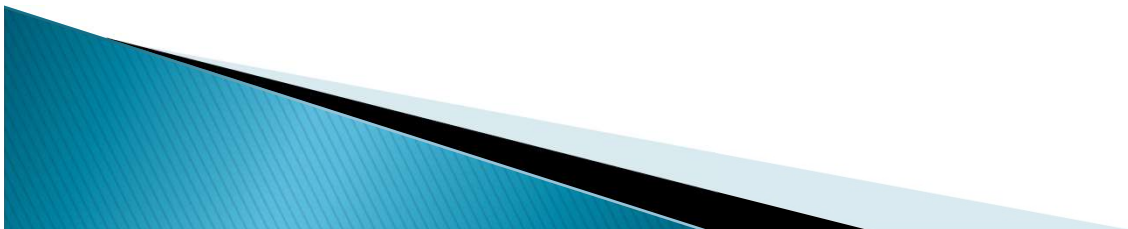
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Municipality of the District of St. Mary's
2021/2022 Municipal Operating and Capital Budget
March 31st, 2021 - Key Messages

- The Municipality is introducing a balanced operating budget for the 2021/2022 fiscal year with no increases to the residential, resource or commercial tax rates.
- The operating budget this year is \$3,295,264. This represents a 0.25% increase over last year's operating budget. Capital spending is estimated to be \$238,000 for the fiscal year.
- Capital projects planned for the fiscal year include dry hydrant, street improvements and water plant upgrades.
- Solid Waste area rate to increase from \$96.82 to \$99.82 per applicable account.
- Education payments to the Province is estimated to be increasing by 2.29% over last year's municipal contribution.
- Municipality will have a combined operating and capital surplus of \$2,009,547 at March 31, 2022.
- Partnering with Clean NS to hire a university student intern to update the Municipal Climate Change Action Plan.
- There will be no increases to Councillor or Warden remunerations for 2021/2022. Staff salary/ wages will be increased by 0.6% cost of living, as per Statistics Canada.
- Municipal District Grants will be increased from \$2,500 per district to \$3,143 per district.
- Due to the COVID-19 pandemic there will be no Budget Open-House scheduled this year. Budget information will be available online and mailed out with the monthly municipal newsletter.