



Town of Amherst
Special Council Meeting
Agenda

Date: **Wednesday, June 8, 2022**
Time: **4:00 pm**
Location: **Council Chambers, Town Hall**

	Pages
1. CALL TO ORDER	
1.1. May 17, 2022 Capital Budget Minutes	1 - 2
1.2. May 30, 2022 General Operating Budget Minutes	3 - 4
1.3. CAO's Comments	
1.4. Mayor's Comments	
2. BUDGET RESOLUTIONS	
2.1. Estimates of Revenues and Expenditures	5 - 5
2.2. General Tax Rate	6 - 6
2.3. Area Rate - Community Support	7 - 7
2.4. Sanitary Sewer Rates	8 - 8
2.5. Wastewater Treatment Facility Uniform Charge	9 - 9
2.6. Solid Waste Management Uniform Charge	10 - 10
2.7. Operating Budget - Water Utility	11 - 11
3. REQUEST FOR DECISION	
3.1. General Borrowing Resolution	12 - 15
3.2. User Fee Policy	16 - 26
3.3. Town of Amherst and Amherst Water Utility Capital Budgets	27 - 37
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4. INFORMATION ITEMS

4.1. 2022-23 Operating Capital Budget Reports

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5. ADJOURNMENT

**Town of Amherst
Capital Budget
Minutes**

Date: May 17, 2022
Time: 4:00 pm
Location: Council Chambers, Town Hall

Members Present Mayor David Kogon
Deputy Mayor Sheila Christie
Councillor George Baker
Councillor Hal Davidson
Councillor Lisa Emery
Councillor Dale Fawthrop
Councillor Leon Landry

Staff Present Jason MacDonald, Chief Administrative Officer
Dwayne Pike, Police Chief
Greg Jones, Director of Fire Services
Aaron Bourgeois, Director of Operations
Andrew Fisher, Director of Planning & Strategic Initiatives
Kim Jones, Director of Corporate Communications and
Community Well Being / Municipal Clerk
Sarah Wilson, Senior Accountant/Acting Treasurer
Krista Crossman, Acting Manager of Financial Services
Tom McCoag, Corporate Communications Officer
Natalie LeBlanc, Deputy Clerk

Mayor Kogon welcomed everyone and called the meeting to order.

1. **2022-23 Capital Budget**
Mrs. Wilson presented the 2022-23 capital budget overview.
2. **Water**
Councillor Fawthrop suggested the Town use the press and social media to raise awareness of the steps the Town is taking to prevent turbidity.
3. **Equipment**
4. **Buildings/Land**
Councillor Fawthrop would like to know if the Public Works Garage HVAC System could qualify for any energy efficient grants.
5. **Operations**
Councillor Baker would like staff to research the cost of constructing a sidewalk from Park Street down Maltby Court to West Highlands Elementary School.

Councillor Davidson expressed great concern with the list of streets for paving, would like a list of future streets.

**Moved By Councillor Davidson
Seconded By Councillor Emery**

That staff re-examine the streets that have been identified to ensure that there is an equal balance of the town in terms of addressing and the repaving and rebuilding of the streets to make sure they are more equitable.

MOTION CARRIED

6. Fire

7. Police

8. Recreation

Councillor Landry would like a discussion on the renaming of the Town's portion of what is currently known as Rotary Park.

Councillor Davidson would like to see evidence that the self watering planters do in fact work.

Councillor Baker has received complaints that there are no rest areas or dog stations from upper East Pleasant Street along the trail to Willow Street and back around Robert Angus Drive and Church Street.

9. Capital Years 2-10

Mrs. Wilson reviewed capital years 2-10.

Kimberlee Jones
Municipal Clerk

David Kogon, MD
Mayor

Town of Amherst
General Operating Budget
Minutes

Date: May 30, 2022
Time: 4:00 pm
Location: Council Chambers, Town Hall

Members Present Mayor David Kogon
Deputy Mayor Sheila Christie
Councillor George Baker
Councillor Hal Davidson
Councillor Lisa Emery
Councillor Dale Fawthrop
Councillor Leon Landry

Staff Present Jason MacDonald, Chief Administrative Officer
Dwayne Pike, Police Chief
Greg Jones, Director of Fire Services
Aaron Bourgeois, Director of Operations
Andrew Fisher, Director of Planning & Strategic Initiatives
Kim Jones, Director of Corporate Communications and
Community Well Being / Municipal Clerk
Tom McCoag, Corporate Communications Officer
Krista Crossman, Acting Manager of Financial Services / Human
Resources
Sarah Wilson, Senior Accountant/Acting Treasurer
Cindy Brown, Administrative Assistant

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- 1. Information Items**
Jason MacDonald presented the 2022-23 operational budget overview.
 - 2. General - Overall**
Jason MacDonald presented the 2022-23 operational budget summary with the revenues and expenditures details.
 - 3. Corporate Services**
Sarah Wilson presented the Corporate Services operational budget 2022-23.
 - 4. Police**
Dwayne Pike presented the Police Department operational budget 2022-23.
 - 5. Fire**
Greg Jones presented the Fire Department operational budget 2022-23.
 - 6. Economic Development**
Andrew Fisher presented the Economic and Development operational budget 2022-23.
 - 7. Recreation Facilities**
Aaron Bourgeois presented the Recreation Facilities operational budget 2022-23.

8. **Community Well Being**
Kim Jones presented the Community Well Being operational budget 2022-23.
9. **Planning**
Andrew Fisher presented the Planning operational budget 2022-23.
10. **Strategic**
Andrew Fisher presented the Strategic operational budget 2022-23.
11. **Environmental Stewardship**
Andrew Fisher presented the Environmental Stewardship operational budget 2022-23.
12. **Operations**
Aaron Bourgeois presented the Operations operational budget 2022-23.
13. **Solid Waste Education & Bylaw Enforcement**
Sarah Wilson presented the Solid Waste Education & Bylaw Enforcement operational budget 2022-23.
14. **Solid Waste**
Sarah Wilson presented the Solid Waste operational budget 2022-23.
15. **Sewage**
Aaron Bourgeois presented the Sewage operational budget 2022-23.
16. **Water Utility**
Aaron Bourgeois presented the Water Utility operational budget 2022-23.
17. **Community Support Area Rate**
Sarah Wilson presented the Community Support Area Rate operational budget 2022-23.

Kimberlee Jones
Municipal Clerk

David Kogon, MD
Mayor

Estimates of Revenues & Expenditures

MOTION:

THAT Council accepts the following estimates of the sums required by the Town of Amherst for the fiscal period ending March 31, 2023, prepared in accordance with Section 72 of the *Municipal Government Act*:

Revenues	
Taxes	\$ 14,286,562
Grants in Lieu of Taxes	262,843
Services Provided to Other Local Gov't	245,987
Sale of Services	1,472,359
Other Revenue from Own Sources	742,926
Unconditional Transfers	1,260,382
Conditional Transfers	490,300
Other Transfers	436,904
Total Revenues	\$ 19,198,263

Expenditures	
Corporate Services	\$ 2,787,602
Police	4,716,495
Fire	1,946,060
Economic Development	187,073
Recreation Facilities	1,463,870
Community Well Being	445,369
Planning	190,869
Strategic	280,000
Environmental Stewardship	53,719
Operations	2,139,893
Solid Waste Education & Bylaw Enforcement	404,399
Sewage	1,129,929
Solid Waste	591,795
Mandatory Provincial Support Area Rate	2,244,712
Community Support Area Rate	616,478
Total Expenditures	\$ 19,198,263

Synopsis

2022-2023 Community Support Area Rate

The community Support Area rate provides funding for services that, in the opinion of Council, provide support to the community. This rate includes:

1. Grants to Organizations
2. Grant to the YMCA
3. Tax Exemption and Tax Reduction Policies
4. Larger Community Events like Canada Day, Winter Carnival, Parade, New Years
5. Other Events like Victoria Square music

WHEREAS the estimated expenditures for the community support for the 2022-23 fiscal period are \$396,454, net of own source funding in the amount of \$220,024.

MOTION:

THEREFORE BE IT RESOLVED THAT for the Town of Amherst for the fiscal year ending March 31, 2023, the Community Support Area Rate on all property assessments within the boundary of the Town of Amherst are as follows:

Residential / Resource	\$0.071 per \$100 of assessment
Commercial	\$0.071 per \$100 of assessment

AND THAT these area rates are due and payable on September 30, 2022 with interest to be charged on all final tax accounts outstanding on or after October 1, 2022 at the rate of 1% per month, 12% per annum.

Sewer Rates Resolution

WHEREAS Council is authorized by the Town of Amherst Sanitary Sewer Rates By-law to set rates for sewer services;

THEREFORE BE IT RESOLVED THAT owners shall be billed for sewer services using one of the following methods effective April 1, 2022:

- **Metered Customers**

Those owners whose water service is metered shall pay a usage charge:

- **Residential**: \$0.99 per cu. meter of metered water consumption as determined by the Amherst Water Utility;
- **Commercial/Industrial/Institutional**: \$0.49 per cu. meter of metered water consumption as determined by the Amherst Water Utility.

- **Base Charges**

Those owners whose water service is metered shall pay a base charge quarterly. The quarterly base charge by meter size is:

5/8"	\$18.00
3/4"	\$27.00
1"	\$43.75
1 1/2"	\$86.00
2"	\$136.25
3"	\$271.25
4"	\$500.00

- **Non-Metered Customers**

For non-metered customers in unmetered mobile home parks, the park owner shall pay \$178.53 per dwelling unit per annum.

Wastewater Treatment Facility Uniform Charge

WHEREAS Council has included in its estimates for the fiscal year ending March 31, 2023, an amount to be raised for a portion of the debenture principal and interest payments for the wastewater treatment facility, a purpose for which the Town may expend funds; and

WHEREAS there are approximately 486 unmetered mobile homes within a land leased community within the boundaries of the Town of Amherst; and

WHEREAS the Council may, under paragraph 75(4)(b) of the *Municipal Government Act*, in lieu of levying an area rate, levy a uniform charge on each unmetered mobile home within a land leased community in the area;

THEREFORE BE IT RESOLVED that a uniform charge of \$72.00 be levied for the fiscal year ending March 31, 2023 on each unmetered mobile home within a land leased community within the boundaries of the Town of Amherst, and that these uniform charges are due and payable on September 30, 2022 with interest to be charged on all final tax accounts outstanding on or after October 1, 2022 at the rate of 1% per month, 12% per annum.

Solid Waste Management Uniform Charge

WHEREAS Council has included in its estimates for the fiscal year ending March 31, 2023, the amount of \$591,795 to be expended for the purpose of solid waste management, a purpose for which the Town may expend funds; and

WHEREAS \$591,495 is funded from the Solid Waste Management Uniform Charge; and

WHEREAS the Town collects solid waste from the approximately 3,198 residential premises with less than four such dwelling units within the Town; and

WHEREAS the Council may, under paragraph 75(4)(b) of the *Municipal Government Act*, in lieu of levying an area rate, levy a uniform charge on each property assessment in the area;

THEREFORE BE IT RESOLVED that a uniform charge of \$185.00 be levied for the fiscal year ending March 31, 2023 on each residential property within the boundaries of the Town of Amherst with less than four such dwelling units, and that these uniform charges are due and payable on September 30, 2022 with interest to be charged on all final tax accounts outstanding on or after October 1, 2022 at the rate of 1% per month, 12% per annum.

Synopsis

Amherst Water Utility Operating Budget for 2022-2023

Staff have been assessing the operating needs of the Amherst Water Utility and developed the budget presented for Council's consideration today. Once approved, the budget gives direction and guidance to staff on all financial issues throughout the fiscal year.

The Water Utility is regulated by the Nova Scotia Utility and Review Board (NSUARB). The most recent water rate study was approved by the NSUARB on March 29, 2022.

The Amherst Water Utility operating budget for 2022-23 is presented as follows:

Revenues	
Metered Sales	\$ 1,378,283
Flat Rate Sales	179,440
Bulk Water Sales	8,500
Fire Protection	829,844
Private Hydrants	14,750
Sprinkler Service	15,100
Interest	5,000
Sale of Services	10,000
Sundry	1,200
Total Revenues	\$ 2,442,117

Expenditures	
Source of Supply	\$ 34,000
Pumping	180,500
Water Treatment	18,000
Transmission & Distribution	838,305
Administration	995,946
Depreciation	375,366
Total Expenditures	\$ 2,442,117

MOTION:

That Council approves the 2022-2023 Amherst Water Utility Operating Budget of \$2,442,117 as presented.

SYNOPSIS

General Borrowing Resolution

Each year, usually in conjunction with approving the budget, Council approves a general borrowing resolution to authorize the borrowing of up to a specific amount from the Royal Bank to meet day to day expenditures of the Town until such time as the taxes are levied and collected. The amount of the authorization is \$7.7 million. This credit facility is almost never used and, when it is used, it is only briefly.

This general borrowing resolution ensures the provision of municipal services by the Town are able to be financed until taxes are collected. Approval of this resolution does not REQUIRE the town to borrow this amount but it does authorize the borrowing up to that amount.

The interest rate on such borrowing is Royal Bank prime minus $\frac{1}{4}$ %.

MOTION:

That Council approves a general borrowing resolution in authorizing a line of credit in the amount of \$7.7 million with the Royal Bank of Canada to meet the current expenditures of the Town of Amherst for the year ending March 31, 2023.

TOWN OF AMHERST
GENERAL BORROWING RESOLUTION

To authorize the borrowing of certain moneys from the Royal Bank of Canada to meet the current expenditure of the Corporation of the Town of Amherst (hereinafter called "the Corporation") for the year ending March 31, 2023.

WHEREAS it is necessary to borrow the sum of \$7,700,000 (Seven million, seven hundred thousand dollars) from the **Royal Bank of Canada** to meet the current expenditures of the Corporation until such time as the taxes to be levied therefore can be collected;

BE IT THEREFORE RESOLVED by the Municipal Council of the Corporation as follows:

1. **THAT** the Mayor and the Treasurer of the Corporation, be, and they are hereby authorized under the seal of the Corporation to borrow from the **Royal Bank of Canada** up to the sum of **\$7,700,000 (Seven million, seven hundred thousand dollars)** as the same may be required from time to time to meet the now current expenditures of the Corporation which said expenditures has been duly authorized by Council; and
2. **THAT** the said Mayor with the Treasurer aforesaid, be, and they are hereby authorized to pay or allow to the said bank, interest on the sum of **\$7,700,000 (Seven million, seven hundred thousand dollars)** at a rate of Royal Bank Prime minus ¼% per annum, which may be paid or allowed in advance by way of discount or otherwise howsoever as they may deem best; and
3. **THAT** the said sum of **\$7,700,000 (Seven million, seven hundred thousand dollars)** so to be borrowed shall be made payable on or before the 31st day of March, 2023, and the promissory note or notes of the Corporation, if any, given therefore, if made payable before the said 31st day of March, 2023, may be renewed by the said Mayor and Treasurer from time to time, but no renewal thereof shall fall due later than the said 31st day of March, 2023; and
4. **THAT** the said promissory note or notes of the Corporation, sealed with the corporate seal and signed by the Mayor and Treasurer of the Corporation be given from time to time as required, in security for the amounts borrowed from time to time under the provisions of this resolution; and
5. **THAT** giving of such renewal note or notes, as aforesaid, shall not be deemed satisfaction to the said bank of the said advance or interest, but as evidence only in indebtedness.

This is to certify that the foregoing is a true copy of a resolution of the Council of the Municipal Corporation of the **Town of Amherst** passed at a meeting of the said Council, duly called and held on the 8th day of June, 2022 at which a quorum of the Council was present and voting.

Given under the hands of the Mayor and Treasurer of the Town this _____ day of June, 2022.

.....
David Kogon, MD
Mayor

.....
Sarah Wilson
Treasurer (Acting)



AMHERST TOWN COUNCIL

RFD#

Date:

TO: Mayor Kogon and Members of Amherst Town Council

SUBMITTED BY: Sarah Wilson, Senior Accountant / Acting Treasurer

DATE: June 8, 2022

SUBJECT: General Borrowing Resolution

ORIGIN: 2022-23 Operating Budget

LEGISLATIVE AUTHORITY: Municipal Government Act, section 84 states that a municipality may borrow to cover the annual current expenditure of the municipality that has been authorized by the council, but the borrowing shall not exceed fifty per cent of the combined total of the taxes levied by the municipality for the previous fiscal year and the amounts received, or to be received, by the municipality from Her Majesty in right of Canada or in right of the Province or from an agency of Her Majesty.

RECOMMENDATION: That Council approves a general borrowing resolution to authorize the borrowing of up to \$7,700,000 from the Royal Bank of Canada to meet the cash flow requirements of the Town of Amherst for the year ending March 31, 2023.

BACKGROUND: Each year, usually in conjunction with approving the budget, Council approves a general borrowing resolution to authorize the borrowing of up to \$7.7 million from the Royal Bank to meet expenditures of the Town until such time as the taxes are levied and collected. In prior years the borrowing limit was \$2 million but in 2020/21 the borrowing was increased to \$7.7 million due to the uncertainties of the COVID-19 pandemic. Per section 84 of the Municipal Government Act, the Town can borrow up to 50% of of the combined total of the taxes levied by the municipality for the previous fiscal year and the amounts received. The borrowing limit of \$7.7 million is now the approved annual limit with Royal Bank for the Town of Amherst. This does not mean that the Town will borrow this amount, it just means that it is able to. During 2020/21 and 2021/22 the Town did not need to access any of the borrowing.

DISCUSSION: This general borrowing resolution ensures the day to day operations of the Town are not affected by cash flow in times when revenue from taxes hasn't been collected yet.

Please note that this isn't to say the Town will fully utilize the \$7.7 million; it is just temporary financing that may be required from time to time to avoid any cash flow issues prior to taxes being collected.

FINANCIAL IMPLICATIONS: The interest rate on such borrowing is Royal Bank prime minus ¼%.



COMMUNITY ENGAGEMENT: This temporary borrowing is operational in nature; Community engagement is not being contemplated.

ENVIRONMENTAL IMPLICATIONS: There are no environmental implications associated with this borrowing.

SOCIAL JUSTICE IMPLICATIONS: N/A

ALTERNATIVES: Council could approve a General Borrowing Resolution for a different amount or decline approval of any temporary borrowing for this purpose.

ATTACHMENTS: 1) General Borrowing Resolution

Report prepared by: Sarah Wilson, Senior Accountant / Acting Treasurer
Report and Financial approved by: N/A

SYNOPSIS

User Fee Policy

The Town's User Fee Policy and schedule of rates is reviewed annually during budget preparations. The policy outlines the user fees to be charged for various services and products.

From this year's review, the following are the proposed changes to the User Fee Policy in the Police Department section:

1. Rewording from 'Commissioner of Oaths Signing – Child Abuse Register for Amherst citizens to participate as volunteers for community organizations' to 'Criminal Record Check / Vulnerable Sector'. The fee for this service is waived and remains unchanged.
2. Increase in the cost for a Criminal Record Check from \$25.00 + HST to \$30.00 + HST.

MOTION:

That Council approve the request to have the User Fee Policy, Policy number 3470-03, updated to reflect the changes noted above and highlighted in the attached red-line version.

DEPARTMENT: ALL TOWN DEPARTMENTS

TITLE: **Annual Review of User Fees**

Minutes reference date:	30 April 2007	29 October 2007	18 April 2008
	28 May 2009	26 April 2010	24 May 2011
	23 May 2012	01 May 2013	30 April 2014
	12 June 2015	25 May 2016	03 October 2016
	23 January 2017	23 May 2018	15 May 2019
	25 May 2020	22 June 2020	27 September 2021

PURPOSE:

To establish a schedule of user fees for Council to review for appropriateness and to revise if necessary during the annual budgeting process.

POLICY STATEMENT:

It is appropriate for Council to charge fees, as authorized under the *Municipal Government Act*, in the Town’s Bylaws, Policies and Procedures in order to defray its administrative costs. In order to allow for a systematic and thorough evaluation of those fees, a comprehensive schedule of User Fees with applicable tax status has been established. The responsibility for the accuracy of the Schedule shall rest with the department to which a fee applies. Any additions/deletions to the Schedule will be updated by the Executive Office. Those fees legislated under Provincial and/or Federal Acts and Authorities will also be shown on the schedules for completeness, but will not be subject to change by Council.

OBJECTIVES:

To make the administration of the cost recovery portion of the Town’s Bylaws, Policies and Procedures more efficient and to determine the impact on each year’s projected revenues during the budget process. By combining all of the fees in one document, the review will be more visible and complete.

Corporate Services		
SERVICE/PRODUCT/ADMINISTRATIVE	FEE	HST STATUS
Photocopies	.25/copy	Plus HST
Tax Certificates	\$50.00	HST Exempt
NSF Cheques	\$20.00	HST Exempt

By-Law Fees Collected by Corporate Services		
C-4 Dog-By-Law, Schedule A		
Dog License spayed/neutered	\$15/yr	HST Exempt
Dog License un-spayed/un-neutered	\$30/yr	HST Exempt
Lost Tag Replacement	\$15	HST Exempt
Dog-1 st Impoundment	\$30	Plus HST
Licensed Dog-2 nd Impoundment	\$70	Plus HST
Licensed Dog-3 rd & Subsequent Impoundments	\$100	Plus HST
Unlicensed Dog-Impoundments	\$100	Plus HST
Maintenance fee – Impoundment period	\$15/per day	Plus HST
C-11 False Alarms - After 2nd Notice	\$50/alarm	HST Exempt

Operational Services		
It is not the intention of the policy to rent Town of Amherst equipment to the general public; these rates and the availability of this equipment are contemplated for use by commercial concerns only.		
Equipment Charge out Rates	Rate per Hour	HST Status
Backhoe	\$93.00*	Plus HST
Loader	\$97.25	Plus HST
1-ton trucks/Service trucks	\$44.23*	Plus HST
3-5 ton trucks	\$66.00*	Plus HST
Street Sweeper	\$115.00*	Plus HST
Trackless	\$70.00*	Plus HST
Sewer Camera	\$100.00*	Plus HST
Line Locator	\$50.00*	Plus HST
Hole Hog	\$45.00*	Plus HST
Vermeer Brush Chipper	\$60.00*	Plus HST
Steamer	\$30.00*	Plus HST
Trash Pump	\$15.00	Plus HST
Diaphragm Pump	\$15.00	Plus HST
Line Painter	\$115.00/hour	Plus HST
Overhead charges extra – see procedure		
* Price includes one operator and fuel during normal working hours; overtime labour rates are extra.		

Operational Services By-Laws		
D-3 Wastewater Discharge By-Law		
One Connection	\$750.00	HST Exempt
Storm Sewer Connection (if done at the same time as sewer connection)	\$250.00	HST Exempt
D-19 Sanitary Sewer Rates By-Law		
Residential Metered Customers	\$.99 m ³	HST Exempt
Commercial/Industrial/Institutional metered customers	\$.49 m ³	HST Exempt
Annual Base Charges – Meter Size		
5/8"	\$72.00	HST Exempt
3/4"	\$108.00	HST Exempt
1"	\$175.00	HST Exempt
1.5"	\$344.00	HST Exempt
2"	\$545.00	HST Exempt
3"	\$1,085.00	HST Exempt
4"	\$2,000.00	HST Exempt
Annual Non-metered Mobile Home Park Owner	\$178.53 /dwelling unit/year	HST Exempt
Uniform Charge for Wastewater Treatment Facility for unmetered mobile homes billed on the property Tax Bill	\$72.00/yr	HST Exempt

Solid Waste Rates		
Solid Waste Collection billed on Tax Bill	\$185.00/yr	HST Exempt
Replacement Green Bin (Composter)	\$95.00	Plus HST
Replacement White Kitchen Compost (Bucket)	\$5.00	Plus HST

Services/Products – Operational Services		
Street Breaking Permit (Policy 31600-08)	\$500.00	Plus HST
Commercial Sewer Service (Policy 31600-14) Estimated by Engineer and final adjustment when work is done	Cost of Service	Plus HST

Planning and Development Department		
Zoning Confirmation Letter	\$50.00	HST Exempt
Copy of Land Use Bylaw or Municipal Planning Strategy	\$20.00	HST Exempt
Copy of Zoning Map (11 x 17)	\$5.00	HST Exempt
Copy of Zoning Map (50 cm x 60 cm)	\$10.00	HST Exempt
Application to Amend the Land Use Bylaw	\$200.00	HST Exempt
Application for a Development Agreement	\$200.00	HST Exempt
Application to Amend the Municipal Planning Strategy	\$300.00	HST Exempt
Application for a Variance or Site Plan	\$75.00	HST Exempt
Creation of Mapping Document	\$60.00/hr(including 10 lineal metres of maps)	Plus HST
Print Existing Map – less than 50 cm x 50 cm	\$25.00	Plus HST
Print Existing Map – more than 50 cm x 50 cm	\$50.00	Plus HST

Building Permits		
New residential buildings, community centres, churches	\$50.00 + \$0.12 per square foot	HST Exempt
New Commercial, Industrial or other building not listed	\$50.00 + \$0.17 per square foot	HST Exempt
All alterations or repairs	\$50.00 + 0.25% of value	HST Exempt
Decks, accessory buildings and farm buildings	\$50.00 + \$0.04 per square foot	HST Exempt
Demolition	\$20.00	HST Exempt
Permit Renewals	\$50.00	HST Exempt
Development Permit	\$50.00	HST Exempt

Police Department		
Commissioner of Oaths Signing	\$15.98	HST Exempt
Commissioner of Oaths Signing – Child Abuse Register for Amherst citizens to participate as volunteers for community organizations		
Criminal Record Check/Vulnerable Sector	Waived	N/A
Criminal Record Check	\$25.00 \$30.00	Plus HST
Criminal Record Check for Amherst citizens to participate as volunteers for community organizations	Waived	N/A
Serial # Verification (homemade trailers)	\$25.00	Plus HST
Fingerprints (for non-criminal reasons)	\$50.00	Plus HST
Accident Reports	\$25.00	Plus HST
Community Room Rental	\$125.00/day	Plus HST

	\$75.00/half day	
C-9 Taxi By-Law, Schedule E		
Taxi Cab License	\$25/yr	HST Exempt
Taxi License Transfer	\$10	HST Exempt
Taxi Driver License	\$20/yr	HST Exempt
Taxi Driver License Replacement	\$10	HST Exempt
Taxi License Photo	\$10.00	Plus HST

Fire Department		
Firefighter	\$20.00/hour	HST Exempt
Apparatus	\$200.00/in use; \$100.00/standby	HST Exempt
Standby Jaws of Life Alarm	\$350.00	HST Exempt
Meters	\$50.00/hr	HST Exempt
Saws	\$50.00/hr	HST Exempt
Lighting System	\$25.00/hr	HST Exempt
Generator	\$25.00/hr	HST Exempt
Foam – All Types	\$185.00/jug	HST Exempt
Specialized Suits – Hazmat	Replacement cost	HST Exempt
PPE (bunker gear)	Replacement cost	HST Exempt
Fire Extinguisher Training	\$300.00 up to 15 people	Plus HST
Fire Inspections	\$75.00/hr	Plus HST
Inspection Confirmation Letter	\$50.00	HST Exempt

Recreation

Ice Time/Stadium								
The rates below are per hour plus HST.								
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Holidays
Early Time 6:30-8:30am	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$75.00	\$128.00
Fair Time 8:30-5:00pm	\$99.00	\$99.00	\$99.00	\$99.00	\$99.00	-	-	\$128.00
Prime Time 5:00-12:00am	\$128.00	\$128.00	\$128.00	\$128.00	\$128.00	\$128.00	\$128.00	\$128.00
Youth Time Monday-Sunday	\$99.00	\$99.00	\$99.00	\$99.00	\$99.00	\$99.00	\$99.00	\$99.00

Youth Time Rates Include:

- Groups affiliated with Amherst Skating Club; or
- Groups affiliated with another skating club; or
- Groups affiliated with Skate Nova Scotia and/or Skate Canada who are **18 years old and younger.**

- Groups affiliated with Cumberland County Minor Hockey; or
- Groups affiliated with another minor hockey association; or
- Groups affiliated with Hockey Nova Scotia or Hockey Canada who are **18 years old and younger.**

- Groups affiliated with Ringette Nova Scotia; or
- Groups affiliated with Ringette Canada who are **18 years old and younger.**

- Community groups who don't reside in the Town of Amherst and are **18 years old and younger.**

Photocopies/Stadium (Policy 72000-06)		
8 ½ X 11 (Town Paper)	\$0.10/copy	Plus HST
8 ½ X 14 (Town Paper)	\$0.15/copy	Plus HST
11 X 17 (Town Paper)	\$0.25/copy	Plus HST
8 ½ X 11 (own paper)	\$0.05/copy	Plus HST
8 ½ X 14 (own paper)	\$0.05/copy	Plus HST
11 X 17 (own paper)	\$0.10/copy	Plus HST

Ballfield User Policy (Policy 72300-01)		
Lights	\$18/diamond/game	Plus HST
Tournament Fee	\$100/day	Plus HST
Tournament Lights	\$30/day	Plus HST

Stadium Advertising Rates plus artwork, design and production*		
Ice logos	\$400.00	Plus HST
Dasherboard	\$400.00	Plus HST
Wall Signage (4X6)	\$400.00	Plus HST
Ice Making Machine	\$2,500.00	Plus HST
Red and Blue Line – per line (not per side)	\$100.00	Plus HST
Stairs Kick Plates	3 for \$150.00	Plus HST
Score clock Small	\$600.00	Plus HST
Score clock Large	\$850.00	Plus HST

*In addition to the advertising rate, the customer will be responsible and invoiced for

all cost(s) associated with the creation of artwork, design, production & installation if applicable. Actual quote will be provided at the time the service is requested.

Off Season Stadium Rentals		
Rink Floor Only	\$50.00 per hr or \$630.00 per day (8:00a.m. to 12:00a.m. midnight)*	Plus HST
Entire Facility including meeting rooms, team rooms	\$70.00per hr or \$790.00 per day (8:00a.m. to 12:00a.m. midnight)*	Plus HST
Extra Employees	\$25.00 per person per hour	Plus HST
2 nd Floor meeting room and lounge	\$50.00 per hour or \$150.00 per day	Plus HST

Beer/Liquor Concession Robb Centennial Park (Policy 72300-05)		
Concession only. NSAGA requirements responsibility of organizing committee	\$100.00/day	Plus HST

*Includes one employee during that time

Community Credit Union Business Innovation Centre			
Rental Fee	Daily	1/2 Day	Hourly
Conference Room	\$400.00	\$250.00	\$80.00
Conference Room – Community	\$240.00	\$150.00	\$48.00
Boardroom	\$125.00	\$80.00	\$25.00
Boardroom – Community	\$75.00	\$48.00	\$15.00
Hub	\$75	\$50	
Hub – Community	\$45	\$30	
Evening & Weekend Surcharge			\$20.00
Evening & Weekend Surcharge – Community			\$12.00
Sound & Lighting Technician			\$30.00
Sound & Lighting Technician – Community			\$18.00

*HST shall be applied and be in addition to all rates noted for the Community Credit Union Business Innovation Centre

Municipal Government Act Fees – FOI-POP Section 466, MGA
The fees charged for access to information under Part XX of the MGA (Freedom of Information and Protection of Privacy) shall be in accordance with the Freedom of Information and Protection of Privacy Regulations of Nova Scotia, as amended from

time to time.

Note: “All rates and charges with respect to the Amherst Water Utility will be in accordance with the schedule of rates for water and water services as approved by the Utility and Review Board of Nova Scotia from time to time and as reflected in the Order of the Board.”



AMHERST TOWN COUNCIL

RFD#

Date:

TO: Mayor Kogon and Members of Amherst Town Council

SUBMITTED BY: Sarah Wilson, Senior Accountant / Acting Treasurer

DATE: June 8, 2022

SUBJECT: User Fee Policy

ORIGIN: 2022-23 Operating Budget

LEGISLATIVE AUTHORITY: Municipal Government Act, section 84 allows council to make decisions in the exercise of its powers and duties by resolution, by policy or by by-law.

RECOMMENDATION: That Council approve the changes to the User Fee policy for fiscal 2022-23.

BACKGROUND: The Town's User Fee Policy and schedule of rates is reviewed annually during budget preparations. The policy outlines the user fees to be charged for various services and products.

DISCUSSION: From this year's review, the following are the proposed changes to the User Fee Policy in the Police Department section:

1. Rewording from 'Commissioner of Oaths Signing – Child Abuse Register for Amherst citizens to participate as volunteers for community organizations' to 'Criminal Record Check / Vulnerable Sector'. The fee for this service is waived and remains unchanged.
2. Increase in the cost for a Criminal Record Check from \$25.00 + HST to \$30.00 + HST.

FINANCIAL IMPLICATIONS: The changes to the policy do not impact the budgets that have been presented to Council. The budget for criminal record checks remained the same as the revenue has been below budget for the last few years.

COMMUNITY ENGAGEMENT: The council budget session has been recorded for the public's information.

ENVIRONMENTAL IMPLICATIONS: There are no environmental implications associated with this borrowing.

SOCIAL JUSTICE IMPLICATIONS: N/A



ALTERNATIVES:

1. Council could not approve the policy as stated.
2. Council could request additional changes to the Policy.

ATTACHMENTS: Track changes version of the User Fee Policy to highlight changes.

Report prepared by: Sarah Wilson, Senior Accountant / Acting Treasurer
Report and Financial approved by: N/A

SYNOPSIS

2022-23 Capital Budgets Town of Amherst & Amherst Water Utility

Each year the Town of Amherst and the Amherst Water Utility present their capital budgets to Council for approval. The general Capital budget is in the amount of \$8,283,710. The Utility's capital budget is in the amount of \$1,757,700.

MOTION:

That Council approves the Town of Amherst General Capital Budget for the 2022-23 fiscal year as presented in the amount of \$8,283,710 and the Amherst Water Utility Capital Budget for the 2022-23 fiscal year in the amount of \$1,757,700 to be funded as follows:

Town of Amherst - General Capital		Amherst Water Utility	
Capital from Revenue	\$ 590,000	Capital from Revenue	\$ 40,000
Reserves	2,036,910	Water Depreciation	1,086,101
Canada Community Building Fund (formerly Gas Tax Fund)	1,231,000	Grant - Federal/Provincial	601,599
Grants - Federal/Provincial	2,398,432	Temporary Borrowing	30,000
Temporary Borrowing	30,000		<u>\$ 1,757,700</u>
Long Term Debt	1,997,368		
	<u>\$ 8,283,710</u>		

And further, that Council approve in principle the subsequent four years' Capital Budget plan as presented:

Fiscal Year	General Capital Total Amount	Water Capital Total Amount
2023-2024	\$ 1,871,000	\$ 490,000
2024-2025	\$ 2,531,000	\$ 535,000
2025-2026	\$ 1,487,000	\$ 606,000
2026-2027	\$ 2,083,500	\$ 335,000

To be clear, the second part of this motion contemplates the approval of the amounts for the years 2023-2024 to 2026-2027 for planning purposes only; this is not the authority to spend, nor is it necessarily the final and complete listing.



AMHERST TOWN COUNCIL

RFD#

Date:

TO: Mayor Kogon and Members of Amherst Town Council

SUBMITTED BY: Sarah Wilson, Senior Accountant / Acting Treasurer

DATE: June 8, 2022

SUBJECT: 2022 – 23 Capital Budgets - Town of Amherst & Amherst Water Utility

ORIGIN: 2022 - 2023 budget preparations.

LEGISLATIVE AUTHORITY: Section 65 of the Municipal Government Act requires that council shall adopt an operating budget and a capital budget for each fiscal year.

RECOMMENDATION: That Council approve the Town of Amherst General Capital Budget for the 2022-23 fiscal year as presented in the amount of \$8,283,710 and the Amherst Water Utility Capital Budget for the 2022-23 fiscal year in the amount of \$1,757,700, and further, that Council approve in principle the subsequent four years' Capital Budget plan as presented.

BACKGROUND: Each year the Town of Amherst and the Amherst Water Utility present their capital budgets to Council for approval. This year, the general Capital budget in the amount of \$8,283,710 includes an aerial fire truck and several large multi category projects for West Victoria Street – CNR to Hickman, Russell Street, Beacon Street and Boylston Avenue. The Amherst Water Utility’s proposed capital budget of \$1,757,700 includes the water portion of the West Victoria Street – CNR to Hickman multi category project as well as watermain replacement on Beacon Street.

DISCUSSION: The capital budgets, as presented, fit within the Town’s and the Utility’s financial resources. The borrowing being contemplated for the 2022-23 general capital budget is for a portion of the cost of a new aerial fire truck as well as a portion of the cost for the reconstruction of West Victoria Street (from CNR to Hickman) and Russell Street. The West Victoria Street and Russell Street projects are contingent on the Town receiving grant funding.

FINANCIAL IMPLICATIONS: Funding this year’s Town of Amherst general capital budget of \$8,283,710 and the Amherst Water Utility capital budget of \$1,757,700 is proposed to be:

<u>Town of Amherst - General Capital</u>		<u>Amherst Water Utility</u>	
Capital from Revenue	\$ 590,000	Capital from Revenue	\$ 40,000
Reserves	2,036,910	Water Depreciation	1,086,101
Canada Community Building Fund (formerly Gas Tax Fund)	1,231,000	Grant - Federal/Provincial	601,599
Grants - Federal/Provincial	2,398,432	Temporary Borrowing	30,000
Temporary Borrowing	30,000		<u>\$ 1,757,700</u>
Long Term Debt	1,997,368		
	<u>\$ 8,283,710</u>		



As in past years, projections for the subsequent four years' are included for Council's consideration:

<u>Fiscal Year</u>	<u>General Capital Total Amount</u>	<u>Water Capital Total Amount</u>
2023-2024	\$ 1,871,000	\$ 490,000
2024-2025	\$ 2,531,000	\$ 535,000
2025-2026	\$ 1,487,000	\$ 606,000
2026-2027	\$ 2,083,500	\$ 335,000

COMMUNITY ENGAGEMENT: The council budget session has been recorded for the public's information. A budget report will be added to the website once all rates are finalized.

ENVIRONMENTAL IMPLICATIONS: None anticipated.

SOCIAL JUSTICE IMPLICATIONS: None anticipated.

ALTERNATIVES:

1. Approve the Town and Utility capital budgets as presented
2. Approve the Town and Utility capital budgets with amendments
3. Refer the Town and Utility capital budgets back to staff for further review.

ATTACHMENTS:

Copies of the Capital Budgets for current year and years 2-5.

Report prepared by: Sarah Wilson, Senior Accountant / Acting Treasurer
Report and Financial approved by:

Capital Budget		Sources of Financing											
YEAR 1 - 2022/23													
Projects	Estimated Gross Cost with non-recoverable HST included	Water Operating	Water Depreciation	General Operating	Sewer Operating	Operating Reserve	Capital Reserve	Capital Reserve (Carry Overs)	Canada Community Building Fund (formerly Gas Tax)	Grants	ICIP Infra-structure Grant	Temporary Borrowing	Long Term Debt - General

WATER													
Wellfield Generator <i>(carry over)</i>	240,000		240,000										
New Dump Truck <i>(carry over)</i>	175,000		175,000										
Water Meter Reading Handheld Device <i>(carry over)</i>	15,000		15,000										
Fire Hydrant Replacement <i>(carry over)</i>	12,500		12,500										
Water Meter Replacement <i>(carry over)</i>	12,500		12,500										
Beacon Street - water main replacement	215,000	4,000	211,000										
West Victoria Street – CNR to Hickman - water main replacement <i>[contingent on grant funding]</i>	820,400		218,801								601,599		
McCully Street Booster Station - study & design	50,000		50,000										
Inline Turbidimeters for PRV Chambers	20,000		20,000										
New Service Truck	55,000		55,000										
Street Sweeper/Hydro Excavator (20% water, 80% general)	76,300		76,300										
Future Project Design Costs	30,000											30,000	
Fire Hydrant Replacement	12,500	12,500											
Water Meter Replacement	12,500	12,500											
Acoustic Water Leak Detector	11,000	11,000											
WATER TOTAL	1,757,700	40,000	1,086,101	-	-	-	-	-	-	-	601,599	30,000	-

GENERAL CAPITAL													
EQUIPMENT													
New Backhoe - sewer	198,000					121,000	77,000						
New Street Sweeper (80% general, 20% water)	305,200			42,100		263,100							
Server replacement (Town Hall)	19,200			19,200									
LED Lighting upgrade	670,000					150,000				520,000			
Electric Vehicle Charging Station (Qty - 2) - Level 2	23,000			13,000						10,000			
Subtotal	1,215,400	-	-	74,300	-	534,100	77,000	-	-	530,000	-	-	-
BUILDINGS / LAND													
Solar for Community Buildings - WWTF <i>(carry over)</i>	198,905					198,905							
Solar for Community Buildings - Reservoir property <i>(carry over)</i>	198,905					198,905							
Works Garage - Security Doors <i>(carry over)</i>	15,000							15,000					
Video Conference System for 5 Ratchford Street <i>(carry over)</i>	12,000							12,000					
Industrial Park Directory Sign Replacement <i>(carry over)</i>	25,000					25,000							
Library Door Replacement	35,000			35,000									
Town Hall - New Roof	135,000					135,000							
Works Garage - Heating / Cooling	50,000			50,000									
Flag Pole (new - possibly 4th pole in front of YMCA)	6,000			6,000									
Land Purchase - Blaine Street & Ottawa Avenue	100,000						100,000						
Subtotal	775,810	-	-	91,000	-	557,810	100,000	27,000	-	-	-	-	-

Capital Budget		Sources of Financing											
YEAR 1 - 2022/23													
Projects	Estimated Gross Cost with non-recoverable HST included	Water Operating	Water Depreciation	General Operating	Sewer Operating	Operating Reserve	Capital Reserve	Capital Reserve (Carry Overs)	Canada Community Building Fund (formerly Gas Tax)	Grants	ICIP Infrastructure Grant	Temporary Borrowing	Long Term Debt - General
LARGE MULTI - CATEGORY PROJECTS													
West Victoria Street ~ CNR to Hickman - sanitary sewer, storm sewer (corrugated), pulverize & rebuild street, curb, sidewalk <i>[contingent on grant funding]</i>	1,523,600										1,117,256		406,344
Russell Street - sanitary sewer, storm sewer (corrugated), pulverize & rebuild street <i>[contingent on grant funding]</i>	720,000										527,976		192,024
Beacon Street ~ Croft to Church - street, sanitary sewer, storm sewer, curb	225,000								225,000				
Boylston Avenue ~ Milford to Elmwood - asphalt overlay, curb and storm sewer (corrugated)	210,000								210,000				
Mitchell Court - asphalt overlay (widen) and curb	120,000								120,000				
Future Project Design Costs	30,000											30,000	
Subtotal	2,828,600	-	-	-	-	-	-	-	555,000	-	1,645,232	30,000	598,368
STREETS													
Chandler Road	60,000								60,000				
Harding Avenue (O)	80,000								80,000				
McCully Street ~ Anson to CNR Mainline (CM)	128,000								128,000				
Brownell Avenue (O)	45,000								45,000				
Dale Street ~ Eddy to North Adelaide (O)	35,000								35,000				
Rosewood Drive ~ Kimberly Court to Pinehurst (O)	40,000								40,000				
Davison Street ~ Dickey to Queen (O)	20,000								20,000				
Prince Arthur ~ Church to Acadia (CM)	105,000								105,000				
Subtotal	513,000	-	-	-	-	-	-	-	513,000	-	-	-	-
<i>RC = Reconstruction and paving; CM = Cold mill and Paving; P = Pulverize and paving; O = Asphalt Overlay</i>													
SIDEWALKS													
Dickey Brook Trail ~ Donald to Charles - Gravel Trail (Active Transportation Plan) (Town Crew) <i>(carry over)</i>	10,000								10,000				
Willow Street Trail - East to Abbey - Gravel Trail (Active Transportation Plan) (Town Crew) <i>(carry over)</i>	50,000								50,000				
Albion Street ~ west side from Clinton to Highland Village	45,000								45,000				
Regent Street ~ Elmwood to Spring (new)	23,000								23,000				
Subtotal	128,000	-	-	-	-	-	-	-	128,000	-	-	-	-

Capital Budget		Sources of Financing											
YEAR 1 - 2022/23													
Projects	Estimated Gross Cost with non-recoverable HST included	Water Operating	Water Depreciation	General Operating	Sewer Operating	Operating Reserve	Capital Reserve	Capital Reserve (Carry Overs)	Canada Community Building Fund (formerly Gas Tax)	Grants	ICIP Infrastructure Grant	Temporary Borrowing	Long Term Debt - General
STORM/SANITARY SEWER													
Willow Street Trail - East to Abbey (under new trail) - new sanitary sewer main (Town Crew) <i>(carry over)</i>	50,000							15,000	35,000				
Racetrack Rd. Lift Station - Wet Well Wizard	15,000				15,000								
Storm Water Management Plan	50,000					25,000				25,000			
Subtotal	115,000	-	-	-	15,000	25,000	-	15,000	35,000	25,000	-	-	-
FIRE DEPARTMENT													
Fire Station Bldg Repairs - Repair floor and wall finishes in south entrance <i>(carry over)</i>	7,000							7,000					
Fire Station Bldg Repairs - Replace the two main exterior entrances <i>(carry over)</i>	18,000							18,000					
Fire Suppression Hose (set #1) - replacement <i>(carry over)</i>	52,000							52,000					
Fire Truck - replace Ladder 4 - Aerial device	1,600,000							201,000					1,399,000
Air Compressor - replacement (Station unit)	20,000			20,000									
Structural firefighting bunker gear (6-9 sets) - replacement	22,000			22,000									
Fire suppression hose (Set # 2) - replacement	30,000			30,000									
Fit Testing System	12,000			2,000						10,000			
Subtotal	1,761,000	-	-	74,000	-	-	-	278,000	-	10,000	-	-	1,399,000
POLICE DEPARTMENT													
Ballistic Plates - Hard Body Armour - Carbine - 15 sets <i>(carry over)</i>	21,000							21,000					
Smart Board - Community Room <i>(carry over)</i>	27,000							27,000					
Patrol Vehicle #3	65,000			65,000									
APD HVAC	18,000			18,000									
APD In House Camera Systems and Adjustments	8,500			8,500									
Treadmill	8,000			8,000									
Subtotal	147,500	-	-	99,500	-	-	-	48,000	-	-	-	-	-

Capital Budget		Sources of Financing												
YEAR 1 - 2022/23														
Projects	Estimated Gross Cost with non-recoverable HST included	Water Operating	Water Depreciation	General Operating	Sewer Operating	Operating Reserve	Capital Reserve	Capital Reserve (Carry Overs)	Canada Community Building Fund (formerly Gas Tax)	Grants	ICIP Infrastructure Grant	Temporary Borrowing	Long Term Debt - General	
RECREATION														
Vehicle - Car/SUV for Community Wellbeing Team <i>(carry over)</i>	25,000							25,000						
New Outdoor Skating Rink / Tourist Center / Market / Take Out Seating <i>(carry over)</i>	200,000					100,000				100,000				
Zero Turn Grass Catcher <i>(carry over)</i>	10,000							10,000						
Brine Pump - Stadium <i>(carry over)</i>	20,000							20,000						
Cenotaph Renovations <i>(carry over)</i>	40,000							20,000		20,000				
Truck (1/2 Ton) - to replace Ranger #2	40,000			40,000										
Decorative Lighting	25,000			25,000										
Beacon Street Park - Sponge Surface Repair	20,000			10,000						10,000				
Dickey Park - Accessible Pathway (East Pleasant to Splash Pad)	28,400			14,200						14,200				
Lions Park - Accessible Pathway (Hill Street to Play Structures)	31,000			15,500						15,500				
Elmwood Drive Park - Accessible Entrance (Elmwood Drive to washrooms and food pantry)	8,000			4,000						4,000				
Beacon Park - Accessible Pathway (Beacon Street to Play Structure)	5,000			2,500						2,500				
Robb Complex - Replace Roof Main Building	10,000			10,000										
Rotary Park - Play Equipment Replacement	40,000			25,000						15,000				
Self Watering Planters	17,000			10,000						7,000				
Community Events Trailer	15,000			15,000										
Zero Turn Replacement c/w grass catcher	35,000			35,000										
Robbs Lighting	200,000					200,000								
Dog Park (Dickey Park - small dogs area)	20,000			20,000										
Skate Park Upgrades (sun shelter and drinking fountain)	10,000			10,000										
Subtotal	799,400	-	-	236,200	-	300,000	-	75,000	-	188,200	-	-	-	
GENERAL TOTAL	8,283,710	-	-	575,000	15,000	1,416,910	177,000	443,000	1,231,000	753,200	1,645,232	30,000	1,997,368	
GRAND TOTAL WATER & GENERAL		10,041,410	40,000	1,086,101	575,000	15,000	1,416,910	177,000	443,000	1,231,000	753,200	2,246,831	60,000	1,997,368

Capital Budget		Sources of Financing					
YEAR 2 - 2023/24							
Projects	Estimated Gross Cost with non-recoverable HST included	Water Operating	Water Depreciation	General Operating	Sewer Operating	Gas Tax	Long Term Debt - General
WATER							
McCully Street Booster Station - upgrades (includes \$50k from design in prior year)	300,000		300,000				
New Backhoe	165,000	15,000	150,000				
Fire Hydrant Replacement	12,500	12,500					
Water Meter Replacement	12,500	12,500					
WATER TOTAL	490,000	40,000	450,000	-	-	-	-
GENERAL CAPITAL							
EQUIPMENT							
New Trackless Snowblower	165,000						165,000
New Service Truck	55,000			55,000			
Subtotal	220,000	-	-	55,000	-	-	165,000
BUILDINGS / LAND							
Town Hall - Server - replacement	17,000			17,000			
5 Ratchford Street - Upper Level Roof	70,000			70,000			
Subtotal	87,000	-	-	87,000	-	-	-
LARGE MULTI - CATEGORY PROJECTS							
Westminster Avenue - asphalt overlay, curb and storm sewer (corrugated)	280,000					55,000	225,000
Croft Street ~ Beacon to East Pleasant - asphalt overlay and storm sewer (corrugated)	160,000					160,000	
Dundonald Street - street (CM) and storm sewer (corrugated)	125,000					125,000	
Subtotal	565,000	-	-	-	-	340,000	225,000
STREETS							
Anson Avenue ~ Cornwall to Hickman	130,000					130,000	
Kimberly Court (O)	25,000					25,000	
Station Street ~ Spring to Abbott (O)	25,000					25,000	
Subtotal	180,000	-	-	-	-	180,000	-
<i>RC = Reconstruction and paving; CM = Cold mill and Paving; P = Pulverize and paving; O = Asphalt Overlay</i>							
SIDEWALKS							
Cornwall Street ~ Cornwall Ave to Parkwood	40,000					40,000	
Wellington Street - (TOA)	30,000					30,000	
LaPlanche Street ~ east side Victoria to Lawrence	70,000					70,000	
Subtotal	140,000	-	-	-	-	140,000	-
FIRE DEPARTMENT							
Floor Scrubber - Apparatus floor	12,000			12,000			
Powered extrication tools - replacement	60,000			60,000			
Structural firefighting bunker gear (6-9 sets) - replacement	20,000			20,000			
Computer aided dispatch system and mobile data terminals	75,000						75,000
Breathing Air Refilling Stations - replacement (Station unit)	30,000			30,000			
Fire Station Bldg Repairs - Replace all interior & exterior lights	40,000			40,000			
Fire Station Bldg Repairs - Insulate hot water heating supply and return piping	8,000			8,000			
Fire Station Bldg Repairs - Replacement of exterior windows	80,000			9,000			71,000
Subtotal	325,000	-	-	179,000	-	-	146,000
POLICE DEPARTMENT							
Patrol Vehicle # 1	65,000			65,000			
Dispatch Console and Software	100,000						100,000
Body Armour 20 Units	24,000			24,000			
Subtotal	189,000	-	-	89,000	-	-	100,000
RECREATION							
Replace 1/2 Ton Truck	50,000			50,000			
Utility Trailer Replacement	10,000			10,000			
Zero Turn Replacement	35,000			35,000			
Replace Massy Tractor	30,000			30,000			
Decorative Lighting	20,000			20,000			
Skate Park Capital Repairs	20,000			20,000			
Subtotal	165,000	-	-	165,000	-	-	-
GENERAL TOTAL	1,871,000	-	-	575,000	-	660,000	636,000
GRAND TOTAL WATER & GENERAL	2,361,000	40,000	450,000	575,000	-	660,000	636,000

Capital Budget		Sources of Financing					
YEAR 3 - 2024/25							
Projects	Estimated Gross Cost with non-recoverable HST included	Water Operating	Water Depreciation	General Operating	Sewer Operating	Gas Tax	Long Term Debt - General
WATER							
Wellfield Production Wells - replace all pumps in wells	150,000		150,000				
Dale Street ~ LaPlanche to Eddy - water main replacement	135,000		135,000				
New Dump Truck	180,000	15,000	165,000				
1/2 Ton 4x4 Truck	45,000		45,000				
Fire Hydrant Replacement	12,500	12,500					
Water Meter Replacement	12,500	12,500					
WATER TOTAL	535,000	40,000	495,000	-	-	-	-
GENERAL CAPITAL							
EQUIPMENT							
New Loader	250,000	-	-	54,000	-	-	196,000
LARGE MULTI - CATEGORY PROJECTS							
Cornwall Avenue - street (CM) and storm sewer (corrugated)	225,000					225,000	
Dale Street ~ LaPlanche to Eddy - street, sanitary sewer, curb	220,000				15,000	140,000	65,000
Minto Street - street (CM) and storm sewer (corrugated)	145,000						145,000
Subtotal	590,000	-	-	-	15,000	365,000	210,000
STREETS							
Fernwood Drive ~ Rosewood to end (O)	10,000					10,000	
Willow Court	20,000					20,000	
Agnew Street ~ Rupert to Clarence	18,000					18,000	
Newton Avenue ~ Chamberlain to Ash	30,000					30,000	
Veno Avenue	20,000					20,000	
Subtotal	98,000	-	-	-	-	98,000	-
<i>RC = Reconstruction and paving; CM = Cold mill and Paving; P = Pulverize and paving; O = Asphalt Overlay</i>							
SIDEWALKS							
Dickey Street ~ North Side Rupert to Donald	40,000					40,000	
Havelock Street ~ Prince Arthur to Spring	157,000					157,000	
Subtotal	197,000	-	-	-	-	197,000	-
FIRE DEPARTMENT							
Fire suppression hose (Set # 3) - replacement	30,000			30,000			
Live fire training unit	450,000						450,000
Replacement of VHF / Digital Radios	70,000			70,000			
Replacement structural firefighting bunker gear (6-9 sets)	20,000			20,000			
Replacement of fire suppression hose	10,000			10,000			
Replacement Wildland coveralls (Qty 50-55)	26,000			26,000			
Fire Station Bldg Repairs - Replace all building electrical wiring	200,000						200,000
Fire Station Bldg Repairs - Replace roof membrane - main building	95,000						95,000
Fire Station Bldg Repairs - Replace the mortar in all joints	20,000						20,000
Fire Station Bldg Repairs - Replace mechanical roof support curb & add add'l roof drains	40,000						40,000
Fire Station Bldg Repairs - Apply moisture inhibitor spray to exterior finishes to protect from water damage	70,000						70,000
Subtotal	1,031,000	-	-	156,000	-	-	875,000
POLICE DEPARTMENT							
Patrol Vehicle #5 - SUV 4WD	75,000			75,000			
Crime Prevention Vehicle	40,000			40,000			
Patrol Vehicle # 6	65,000			65,000			
Subtotal	180,000	-	-	180,000	-	-	-
RECREATION							
Victoria Square Lighting	50,000			50,000			
Playground Equipment Upgrades	75,000			75,000			
Site Furniture	20,000			20,000			
Robbs Fencing (one field)	40,000			40,000			
Subtotal	185,000	-	-	185,000	-	-	-
GENERAL TOTAL	2,531,000	-	-	575,000	15,000	660,000	1,281,000
GRAND TOTAL WATER & GENERAL	3,066,000	40,000	495,000	575,000	15,000	660,000	1,281,000

Capital Budget		Sources of Financing					
YEAR 4 - 2025/26							
Projects	Estimated Gross Cost with non-recoverable HST included	Water Operating	Water Depreciation	General Operating	Sewer Operating	Gas Tax	Long Term Debt - General
WATER							
Queen Street ~ Church to Albion - water main replacement	271,000		271,000				
New Loader	250,000		250,000				
New Service Truck	60,000	15,000	45,000				
Fire Hydrant Replacement	12,500	12,500					
Water Meter Replacement	12,500	12,500					
WATER TOTAL	606,000	40,000	566,000	-	-	-	-
GENERAL CAPITAL							
EQUIPMENT							
New Loader	250,000						250,000
New Service Truck - Streets	60,000			60,000			
Subtotal	310,000	-	-	60,000	-	-	250,000
LARGE MULTI - CATEGORY PROJECTS							
Queen Street ~ Church to Albion - street, sanitary sewer, curb, sidewalk	270,000			73,000	15,000	182,000	
Wellington Street - street (CM) and storm sewer (corrugated)	230,000					230,000	
Subtotal	500,000	-	-	73,000	15,000	412,000	-
STREETS							
Kay Street	15,000					15,000	
Silver Street	20,000					20,000	
Ash Street	20,000					20,000	
Race Track Road	25,000					25,000	
Lennox Avenue	15,000					15,000	
Tantramar Court	35,000					35,000	
Rogers Avenue - Charles to Rupert (O)	25,000					25,000	
Coates Street	35,000					35,000	
Milford Street ~ Fletcher to Franklyn	45,000					45,000	
Subtotal	235,000	-	-	-	-	235,000	-
<i>RC = Reconstruction and paving; CM = Cold mill and Paving; P = Pulverize and paving; O = Asphalt Overlay</i>							
STORM SEWER							
Various corrugated storm sewer replacement	150,000	-	-	150,000	-	-	-
SIDEWALKS							
Eddy Street ~ east side Victoria to parking lot	25,000			25,000			
Prince Arthur Street ~ Maple to Church - both sides	35,000			35,000			
Subtotal	60,000	-	-	60,000	-	-	-
FIRE DEPARTMENT							
Replacement structural firefighting bunker gear (6-9 sets)	20,000			20,000			
Replacement of fire suppression hose	10,000			10,000			
Replacement - commercial washer and dryer system	16,000			16,000			
Subtotal	46,000	-	-	46,000	-	-	-
POLICE DEPARTMENT							
Patrol Vehicle #2	65,000			65,000			
APD Server	26,000			26,000			
Subtotal	91,000	-	-	91,000	-	-	-
RECREATION							
Zero Turn Replacement with Grass Catcher	35,000			35,000			
1 Ton Dump Truck Replacement	60,000			60,000			
Subtotal	95,000	-	-	95,000	-	-	-
GENERAL TOTAL	1,487,000	-	-	575,000	15,000	647,000	250,000
GRAND TOTAL WATER & GENERAL	2,093,000	40,000	566,000	575,000	15,000	647,000	250,000

Capital Budget		Sources of Financing						
YEAR 5 - 2026/27								
Projects	Estimated Gross Cost with non-recoverable HST included	Water Operating	Water Depreciation	General Operating	Sewer Operating	Gas Tax	Long Term Debt - General	
WATER								
York Street ~ Park to Highfield - water main replacement	130,000		130,000					
New Dump Truck	180,000	15,000	165,000					
Fire Hydrant Replacement	12,500	12,500						
Water Meter Replacement	12,500	12,500						
WATER TOTAL	335,000	40,000	295,000	-	-	-	-	
GENERAL CAPITAL								
EQUIPMENT								
New Backhoe - Sewer	165,000			165,000				
New Service Truck	60,000			60,000				
Subtotal	225,000	-	-	225,000	-	-	-	
LARGE MULTI - CATEGORY PROJECTS								
York Street ~ Park to Highfield - street, sanitary sewer, storm sewer, curb	148,000				15,000	133,000		
Dale Street ~ Eddy to Herbert - street, sanitary sewer, curb	220,000					220,000		
Subtotal	368,000	-	-	-	15,000	353,000	-	
STREETS								
Various Paving	400,000	-	-	-	-	87,000	313,000	
STORM SEWER								
Various corrugated storm sewer replacement	150,000	-	-	-	-	150,000	-	
SIDEWALKS								
Victoria Street ~ North Side Herbert to Rupert	30,000					30,000		
Clarence Street ~ Belmont to Spring	40,000					40,000		
Subtotal	70,000	-	-	-	-	70,000	-	
FIRE DEPARTMENT								
New Truck - replace unit 8 - Tanker - water shuttle	425,000						425,000	
Replacement structural firefighting bunker gear (6-9 sets)	20,000			20,000				
Replacement - Fire fighter voice pagers (60 units)	48,000			48,000				
Replacement of fire suppression hose	10,000			10,000				
Fire Station Bldg Repairs - Replace generator and supply tank	140,000			44,500			95,500	
Fire Station Bldg Repairs - Replace the Nederman exhaust fan	7,500			7,500				
Fire Station Bldg Repairs - Basement entrance stairwell repair moisture infiltration	50,000			50,000				
Fire Station Bldg Repairs - Install exhaust ventilation in washroom, oil/lubricant storage rooms	20,000			20,000				
Subtotal	720,500	-	-	200,000	-	-	520,500	
POLICE DEPARTMENT								
Patrol Vehicle #3	65,000			65,000				
Subtotal	65,000	-	-	65,000	-	-	-	
RECREATION								
Park / Green Space Furniture	20,000			20,000				
Front end Flail (Trackless)	15,000			15,000				
1/2 Ton Replace 1/2 Ton Ford	50,000			50,000				
Subtotal	85,000	-	-	85,000	-	-	-	
GENERAL TOTAL	2,083,500	-	-	575,000	15,000	660,000	833,500	
GRAND TOTAL WATER & GENERAL		2,418,500	40,000	295,000	575,000	15,000	660,000	833,500

SYNOPSIS

Street Sweeper RFP-22-24

The approved capital budget includes \$381,500 for the purchase of a new street sweeper. A street sweeper is vital to the overall aesthetics of the Town and is operated on a daily basis from early spring until late fall to remove debris from Town streets and parking lots. It is also a valuable and efficient tool on our work sites performing hydro excavation for operations staff on a regular basis.

A Request for Proposals (RFP) was issued with a closing date of April 27, 2022 and two proposals were received and evaluated. The highest scoring proponent was the proposal received from Joe Johnson Equipment Ltd. in the amount of \$365,801.86 plus applicable taxes. The proposed equipment is immediately available and can be delivered upon notification of award.

MOTION:

That Council award RFP-22-24 for the supply of a Street Sweeper to the highest scoring proponent, Joe Johnson Equipment Ltd., for the lump sum price of \$365,801.86 plus non-refundable taxes.



AMHERST TOWN COUNCIL

RFD# 2022041

Date: June 8, 2022

TO: Mayor Kogon and Members of Amherst Town Council

SUBMITTED BY: Aaron Bourgeois, Director of Operations.

DATE: June 8, 2022

SUBJECT: **Street Sweeper RFP-22-24**

ORIGIN: 2022/23 Capital Budget

LEGISLATIVE AUTHORITY: 31700-001 Procurement Policy

RECOMMENDATION: That Council award RFP-22-24 for a new street sweeper to the highest scoring proponent, Joe Johnson Equipment Ltd., for the lump sum price of 365,801.86 plus HST.

BACKGROUND: A Request for Proposals (RFP) was issued with a closing date of April 27, 2022. The following two proposals were received and evaluated;

	Joe Johnson Equipment	Saunders Equipment
Price of New Street Sweeper (Non refundable taxes extra)	\$365,801.86	\$335,500.00
Delivery Schedule (Guaranteed earliest delivery date)	In Stock	Dec.1/22

DISCUSSION: The recently approved capital budget includes \$381,500 for the purchase of a new street sweeper. A street sweeper is vital to the overall aesthetics of the Town and is operated on a daily basis from early spring until late fall to remove debris from Town streets and parking lots. It is also a valuable and efficient tool on our work sites performing hydro excavation for the water utility and public works department on a regular basis.

Two other key benefits apart from aesthetics are;

- Street sweeping plays a role in the Town’s active transportation plan as silt/sand tend to accumulate in the area of the road used by cyclists and if not addressed can create unsafe conditions.
- Street sweeping is also very important to the longevity of our lift station pumps. If the silt/sand is not removed from the streets it will get washed into catch basins and manholes during rain storms and eventually make its way through one of the Town’s lift stations. While lift station pumps are designed for harsh conditions, excess amounts of silt and sand can lead to premature failure of impellers and pump seals.



FINANCIAL IMPLICATIONS: The approved 2022/23 capital budget includes \$305,200 in the general capital budget and \$76,300 in the water utility capital budget for the purchase of a street sweeper. The cost of the proposed equipment including non-refundable taxes is \$381,480.13

COMMUNITY ENGAGEMENT: No community engagement has been contemplated at this time.

ENVIRONMENTAL IMPLICATIONS: The street sweeper being proposed for purchase is powered by a single diesel engine. The 2004 sweeper required a separate diesel engine to power the vacuum system. This improvement in technology should realize a reduction in green house gas emissions by 50% or more.

ALTERNATIVES:

1. Cancel the RFP and not award it at this time.
2. Contract the street sweeping service to a private contractor, the cost of this service is \$200/hr.

ATTACHMENTS: None

Report prepared by:

Report and Financial approved by:



OPERATING & CAPITAL BUDGETS 2022/23

Final approvals by Council June 8, 2022

Town of Amherst



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- 🌿 Community Support Area Rate, page 6

Other Rates:

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- 🌿 Uniform Charge – Solid Waste, page 7
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- 🌿 2022/23 Water & General Capital, pages 21 – 24
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GOVERNANCE & THE BUDGET PROCESS

The Town of Amherst is governed by a Mayor and six Councillors and operates under the Council/Chief Administrative Officer (CAO) system. As outlined in the Nova Scotia Municipal Government Act; it is the responsibility of the CAO to provide advice to Council and to administer the operations of the Town in accordance with the policies and programs approved by Council. The role of Council is to provide strategic direction for the Town.

The fiscal year of the Town is April 1 – March 31. The Town's General and Water Utility operating budgets are prepared for the upcoming fiscal year. The General and Water Utility capital budgets are prepared for the upcoming ten fiscal years. Only the first fiscal year of the General and Water capital budgets are formally approved, the remaining nine years are for planning purposes only.

Fiscal responsibility within the Town is enhanced through the establishment of Operating and Capital Reserves intended to set funds aside on an annual basis for certain operating and capital expenditures in future years. This is balanced with using cash to pay for equipment and projects with shorter useful lives where possible.

Tax rates are calculated to generate the revenue required to fund the various programs and services offered by the Town. These rates are also influenced by the annual assessment levels for properties in the Town, as established annually through the Assessment Roll generated by review of assessed values which is completed by the Nova Scotia Property Valuation Services Corporation (PVSC).

For the 2022/23 budgets each segment was approved by Council individually:

1. General – June 8
2. Mandatory Provincial Contribution Area Rate – March 28
3. Community Support Area Rate – June 8
4. Sewage – June 8
5. Solid Waste – June 8
6. Water Utility – June 8
7. Capital – June 8

ASSESSMENT CHANGES 2021/22 TO 2022/23

The Assessment Roll is provided from Property Valuation Services Corporation (PVSC), an agency of the Government of Nova Scotia. PVSC does an assessment of the properties, reviews values and deals with appeals on an annual basis. Notices of assessment are sent to property owners each year in January.

As indicated in the chart below, residential assessment accounts have grown by 4.9%, commercial accounts have grown by 0.5% and resource accounts have decreased by 7.4% from 2021/22 fiscal year to 2022/23.



ASSESSMENT COMPARISON 2021/22 vs. 2022/23

<u>Assessment Category</u>	<u>2021/22 CAP Assessment Base</u>	<u>2022/23 CAP Assessment Base</u>	<u>Change from 2021/22 to 2022/23</u>	<u>% Change from 2021/22 to 2022/23</u>
Residential	\$ 399,154,400	\$ 418,761,100	\$ 19,606,700	4.9%
Commercial (not subject to CAP)	\$ 132,536,100	\$ 133,228,000	\$ 691,900	0.5%
Resource	\$ 1,404,100	\$ 1,300,200	\$ (103,900)	-7.4%



TAX RATES

There are three different tax rates: general, mandatory provincial contribution area rate and the community support area rate. These tax rates are established annually for residential, commercial and resource properties. Tax bills are issued bi-annually. The interim billing is 50% of the total prior year's bill and is due May 31, 2022. The final billing takes into consideration the accounts new assessment, the current year tax rate and uniform charges then deducting the interim billing. The final bill is due September 30, 2022.

Tax Rates

1. General – this rate is used to pay for services provided by the Town to residents of the Town. These services include; fire, police, planning, transportation and public works, economic development, recreation, as well as internal services performed by the Corporate Services department. The general operations rate remained the same for fiscal 2022/23.
2. Mandatory Provincial Contributions Area Rate - the cost for provincial services the province charges the municipality for. Any changes in these costs are mandated by the Province and passed on to the municipalities to collect on their behalf. The Mandatory Provincial Contribution Area Rate remained the same for fiscal 2022/23. This rate includes the following provincial services:
 - ⌘ Education
 - ⌘ The Town is required to provide funding to the Chignecto Central Regional Centre for Education under the Education Act. This mandatory education contribution is set by the Province of Nova Scotia and is based on the Town's share of the Uniform Assessment.
 - ⌘ Property Valuation Services Corporation (Assessment)
 - ⌘ The Town is required to provide funding to pay a share of the cost of operating the provincial assessment system. The Town pays a portion of the total Property Valuation Services Corporation costs, based on the Town's share of the Uniform Assessment and the Town's share of assessment accounts across the province.
 - ⌘ Correction Services
 - ⌘ The Town is required to make a mandatory contribution to the province to fund the cost of correctional services. The contribution is set by the Province of Nova Scotia and is based on the Town's share of the Uniform Assessment and the Town's share of dwelling units across the province.

TAX RATES (cont'd)

🌿 Housing

🌿 The Cobequid Housing Authority administers and manages public non-profit housing for seniors and families on low incomes within the Town. The Town is required to fund a portion of the prior year deficit of the Cobequid Housing Authority annually.

🌿 Regional Library

🌿 The Town is required to fund the Cumberland Public Library pursuant to a formula determined by the Province of Nova Scotia. The Town does not share in any surplus or deficits. In addition, the Town provides funds for the operating and maintenance of the library building which is included in the General Rate.

3. Community Support Area Rate – a rate that provides funding for services that, in the opinion of Council, provide support to the community. In 2022/23 the Community Support Area Rate remained the same as the prior year. These include support to the following organizations/events:

🌿 Grants to Organizations

🌿 'A' Fresh Start Grants

🌿 Youth Free Ice Time

🌿 Cumberland YMCA

🌿 Tax Exemption Policy

🌿 Tax Reduction Policy

🌿 Community Events

In summary, all tax and area rates are per \$100 of Assessment. The rates are as follows:

Residential / Resource	<u>2021/22</u>	<u>2022/23</u>
🌿 Residential / Resource Tax Rate	\$1.197	\$1.197
🌿 Mandatory Provincial Contributions Area Rate	\$0.402	\$0.402
🌿 Community Support Area Rate	<u>\$0.071</u>	<u>\$0.071</u>
Total Residential / Resource Rates	\$1.670	\$1.670
 Commercial	 <u>2021/22</u>	 <u>2022/23</u>
🌿 Commercial Tax Rate	\$3.997	\$3.997
🌿 Mandatory Provincial Contributions Area Rate	\$0.402	\$0.402
🌿 Community Support Area Rate	<u>\$0.071</u>	<u>\$0.071</u>
Total Commercial Rates	\$4.470	\$4.470

OTHER RATES

1. Deed Transfer Tax

When land/property is sold a Deed Transfer Tax (DTT) may be applicable. The Deed Transfer Tax rate is set by the Town and the DTT payable is calculated based on the sale price of the property. Deed Transfer Tax is collected on behalf of the Town through the Land Registration Office when the deed is registered/recorded.

For the 2022/23 fiscal year the deed transfer tax will remain the same at 1.25%.

2. Uniform Charge

Solid Waste Management Uniform Charge

This uniform charge is levied on each dwelling unit within the boundaries of the Town of Amherst in residential premises with less than four such dwelling units.

The uniform charge for 2022/23 to be levied is \$185 (2021/22 - \$185).

3. Sewer Rates

Effective April 1, 2015 there was a sewer base charge added to the metered quarterly bills. This new base charge was implemented because of the removal of the uniform charge for the wastewater treatment facility. Sewer services in the Town of Amherst are billed through one of the following methods:

Sewer Metered – consumption volume is determined by the Amherst Water Utility

Sewer Consumption Rate (per cubic meter)

Residential - \$0.99 per cubic meter of metered water consumption

Commercial - \$0.49 per cubic meter of metered water consumption

Sewer Base Charges (Quarterly)

Size of Meter

5/8" \$ 18.00

¾" \$ 27.00

1" \$ 43.75

1.5" \$ 86.00

2" \$ 136.25

3" \$ 271.25

4" \$ 500.00

Sewer Non-Metered Customers

For non-metered customers in unmetered mobile home parks, the park owner shall pay \$178.53 per dwelling unit per annum.

OTHER RATES (cont'd)

- a. Wastewater Treatment Facility Uniform Charge (this offsets expenses for sewer services for those not charged a sewer base charge).
 - ℓ As of April 1, 2015 the Town has removed the uniform charge for the Wastewater Treatment Facility for all assessments with the exception of unmetered mobile homes within a land leased community and replaced it with a base charge on the quarterly sewer bill.
 - ℓ The uniform charge for unmetered mobile homes within a land leased community for 2022/23 to be levied is \$72 (2021/22 - \$72).

4. Water Utility Rates

The Town of Amherst Water Utility is regulated by the Nova Scotia Utility and Review Board (NSUARB). The most recent water rate study was approved by the NSUARB on March 29, 2022. In accordance with the NSUARB Order for the 2022/23 fiscal year, the rates are as follows:

Water Base Charges (Quarterly)	
ℓ Un Metered	\$ 89.72
ℓ Size of Meter	
ℓ 5/8"	\$ 36.95
ℓ ¾"	\$ 53.76
ℓ 1"	\$ 87.39
ℓ 1.5"	\$ 171.47
ℓ 2"	\$ 272.35
ℓ 3"	\$ 541.39
ℓ 4"	\$ 844.05
ℓ 6"	\$1,684.78
ℓ 8"	\$3,029.95

Water Consumption Rate (per cubic meter)
 ℓ \$0.828 per cubic meter

The Town of Amherst bills water and sewer together quarterly. The fiscal year quarters are April to June, July to September, October to December and January to March.

2022/23 GENERAL OPERATING BUDGET – SUMMARY

Summary - Total	2021/22 Budget	% of Total	2022/23 Budget	% of Total
Taxes	\$ 13,789,966	74.2%	\$ 14,286,562	74.4%
Grants in Lieu of Taxes	\$ 290,610	1.6%	\$ 262,843	1.4%
Services Provided to Other Local Govt's	\$ 197,891	1.1%	\$ 245,987	1.3%
Sales of Services	\$ 1,469,374	7.9%	\$ 1,472,359	7.7%
Other Revenue from Own Sources	\$ 699,147	3.8%	\$ 742,926	3.9%
Unconditional Transfers	\$ 1,260,382	6.8%	\$ 1,260,382	6.6%
Conditional Transfers	\$ 338,200	1.8%	\$ 490,300	2.6%
Other Transfers	\$ 547,340	2.9%	\$ 436,904	2.3%
Total Revenue	\$ 18,592,910	100.0%	\$ 19,198,263	100.0%

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Corporate	12	\$ 2,643,339	14.2%	\$ 2,787,602	14.5%
Police	12	\$ 4,554,907	24.5%	\$ 4,716,495	24.6%
Fire	12	\$ 1,829,540	9.8%	\$ 1,946,060	10.1%
Economic Development	13	\$ 195,047	1.0%	\$ 187,073	1.0%
Recreation Facilities	13	\$ 1,457,339	7.8%	\$ 1,463,870	7.6%
Community Well Being	13	\$ 431,337	2.3%	\$ 445,369	2.3%
Planning	13	\$ 118,734	0.6%	\$ 190,869	1.0%
Strategic	14	\$ 200,000	1.1%	\$ 280,000	1.5%
Environmental Stewardship	14	\$ 46,987	0.3%	\$ 53,719	0.3%
Operations	14	\$ 2,366,429	12.7%	\$ 2,139,893	11.1%
Solid Waste Education & Bylaw Enforcement	14	\$ 160,917	0.9%	\$ 404,399	2.1%
Mandatory Provincial Contributions	15	\$ 2,167,470	11.7%	\$ 2,244,712	11.7%
Community Support	16	\$ 581,640	3.1%	\$ 616,478	3.2%
Sewage	17	\$ 1,247,429	6.7%	\$ 1,129,929	5.9%
Solid Waste	18	\$ 591,795	3.2%	\$ 591,795	3.1%

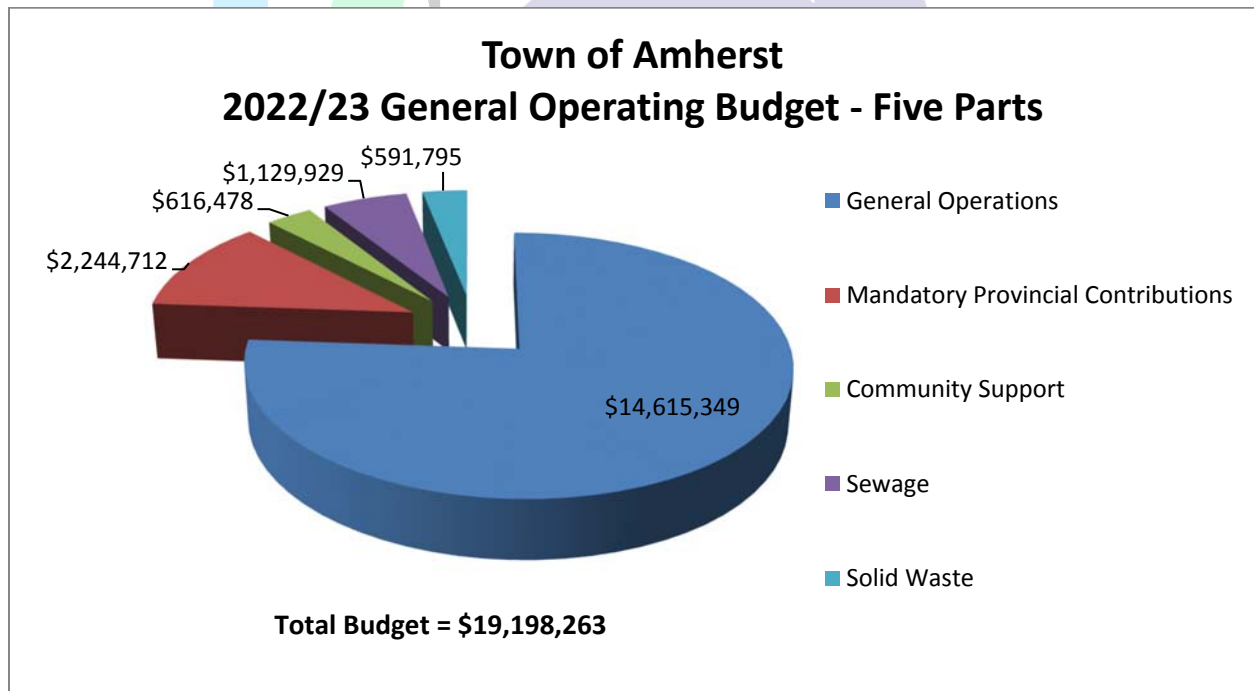
Total Expenditures	\$ 18,592,910	100.0%	\$ 19,198,263	100.0%
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2022/23 GENERAL OPERATING BUDGET – SUMMARY (cont’d)

The General Operating budget is comprised of five parts:

1. General Operations – the general rate includes Corporate Services, Police, Fire, Economic Development, Recreation Facilities, Community Well Being, Planning, Strategic Initiatives, Environmental Stewardship, Solid Waste Education and Bylaw Enforcement and Transportation and Public Works (pages 11-14).
2. Mandatory Provincial Contributions – the payments the Town is required to make for Education, Corrections, Housing, Property Valuation Services Corporation (Assessment) and Regional Library (page 15).
3. Community Support – this includes grants to organizations (‘A’ Fresh Start, Poverty, Youth Free Ice Time and YMCA), Tax Exemption Policy, Tax Reduction Policy and Community Events such as Canada Day, Esther Fest, Holiday events, Winter Carnival and other events (page 16).
4. Sewage – the sewage budget includes the Wastewater Treatment Facility and the costs to maintain the sewer infrastructure in the Town of Amherst (page 17).
5. Solid Waste – the solid waste budget captures all costs with providing solid waste, recyclable and organic collections to residential customers in the Town of Amherst (page 18).

It is important to note that all of the five budget parts listed above has a balanced budget.



PART 1 - GENERAL OPERATIONS – BUDGET COMPARATIVE

Summary - Total	2021/22 Budget	2022/23 Budget	Change from 2022 Budget to 2023	% Change from 2022 Budget to 2023
Taxes	\$ 10,547,540	\$ 10,918,909	\$ 371,369	3.5%
Grants in Lieu of Taxes	\$ 290,610	\$ 262,843	\$ (27,767)	-9.6%
Services Provided to Other Local Govt's	\$ 197,891	\$ 245,987	\$ 48,096	24.3%
Sales of Services	\$ 391,437	\$ 394,422	\$ 2,985	0.8%
Other Revenue from Own Sources	\$ 681,847	\$ 725,626	\$ 43,779	6.4%
Unconditional Transfers	\$ 1,260,382	\$ 1,260,382	\$ -	0.0%
Conditional Transfers	\$ 333,200	\$ 485,300	\$ 152,100	45.6%
Other Transfers	\$ 301,669	\$ 321,880	\$ 20,211	6.7%
Total Revenue	\$ 14,004,576	\$ 14,615,349	\$ 610,773	4.4%
Corporate	\$ 2,643,339	\$ 2,787,602	\$ 144,263	5.5%
Police	\$ 4,554,907	\$ 4,716,495	\$ 161,588	3.5%
Fire	\$ 1,829,540	\$ 1,946,060	\$ 116,520	6.4%
Economic Development	\$ 195,047	\$ 187,073	\$ (7,974)	-4.1%
Recreation Facilities	\$ 1,457,339	\$ 1,463,870	\$ 6,531	0.4%
Community Well Being	\$ 431,337	\$ 445,369	\$ 14,032	3.3%
Planning	\$ 118,734	\$ 190,869	\$ 72,135	60.8%
Strategic	\$ 200,000	\$ 280,000	\$ 80,000	40.0%
Environmental Stewardship	\$ 46,987	\$ 53,719	\$ 6,732	0.0%
Operations	\$ 2,366,429	\$ 2,139,893	\$ (226,536)	-9.6%
Solid Waste Education & Bylaw Enforcement	\$ 160,917	\$ 404,399	\$ 243,482	151.3%
Total Departmental Expenditures	\$ 14,004,576	\$ 14,615,349	\$ 610,773	4.4%

PART 1 – GENERAL OPERATIONS – DEPARTMENT EXPENDITURE DETAIL

Department Expenditures	2021/22 Budget	2022/23 Budget	Change from 2022 Budget to 2023	% Change from 2022 Budget to 2023
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Corporate

Wages & Benefits	\$ 1,316,174	\$ 1,356,655	\$ 40,481	3.1%
Administrative Costs	\$ 318,728	\$ 320,697	\$ 1,969	0.6%
Building & Facility Costs	\$ 1,000	\$ -	\$ (1,000)	-100.0%
Grants to Organizations	\$ 3,000	\$ 3,000	\$ -	0.0%
Other Municipal Costs	\$ 59,550	\$ 55,700	\$ (3,850)	-6.5%
Fiscal Services	\$ 944,887	\$ 1,051,550	\$ 106,663	11.3%
	\$ 2,643,339	\$ 2,787,602	\$ 144,263	5.5%

Police

Wages & Benefits	\$ 3,939,973	\$ 4,089,915	\$ 149,942	3.8%
Administrative Costs	\$ 145,492	\$ 161,741	\$ 16,249	11.2%
Building & Facility Costs	\$ 68,725	\$ 65,774	\$ (2,951)	-4.3%
Vehicle & Equipment Costs	\$ 103,137	\$ 106,813	\$ 3,676	3.6%
Materials & Supplies	\$ 6,000	\$ 5,000	\$ (1,000)	-16.7%
Grants to Organizations	\$ 1,000	\$ 1,000	\$ -	0.0%
Other Municipal Costs	\$ 126,440	\$ 125,190	\$ (1,250)	-1.0%
Fiscal Services	\$ 191,140	\$ 188,062	\$ (3,078)	-1.6%
Cost Recovery	\$ (27,000)	\$ (27,000)	\$ -	0.0%
	\$ 4,554,907	\$ 4,716,495	\$ 161,588	3.5%

Fire

Wages & Benefits	\$ 834,484	\$ 926,979	\$ 92,495	11.1%
Administrative Costs	\$ 86,787	\$ 99,133	\$ 12,346	14.2%
Building & Facility Costs	\$ 83,925	\$ 83,503	\$ (422)	-0.5%
Vehicle & Equipment Costs	\$ 66,856	\$ 61,381	\$ (5,475)	-8.2%
Materials & Supplies	\$ 11,000	\$ 10,000	\$ (1,000)	-9.1%
Other Municipal Costs	\$ 44,142	\$ 43,150	\$ (992)	-2.2%
Fire Protection Charge	\$ 706,546	\$ 726,114	\$ 19,568	2.8%
Cost Recovery	\$ (4,200)	\$ (4,200)	\$ -	0.0%
	\$ 1,829,540	\$ 1,946,060	\$ 116,520	6.4%

PART 1 - GENERAL OPERATIONS – DEPARTMENT EXPENDITURE DETAIL (cont'd)

Department Expenditures	2021/22 Budget	2022/23 Budget	Change from 2022 Budget to 2023	% Change from 2022 Budget to 2023
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Economic Development

Wages & Benefits	\$ 72,122	\$ 80,912	\$ 8,790	12.2%
Administrative Costs	\$ 32,200	\$ 33,625	\$ 1,425	4.4%
Other Municipal Costs	\$ 23,189	\$ 5,000	\$ (18,189)	-78.4%
Fiscal Services	\$ 67,536	\$ 67,536	\$ -	0.0%
	\$ 195,047	\$ 187,073	\$ (7,974)	-4.1%

Recreation Facilities

Wages & Benefits	\$ 789,164	\$ 821,317	\$ 32,153	4.1%
Administrative Costs	\$ 46,512	\$ 47,028	\$ 516	1.1%
Building & Facility Costs	\$ 304,999	\$ 299,187	\$ (5,812)	-1.9%
Vehicle & Equipment Costs	\$ 49,702	\$ 41,605	\$ (8,097)	-16.3%
Materials & Supplies	\$ 65,250	\$ 60,750	\$ (4,500)	-6.9%
Other Municipal Costs	\$ 44,840	\$ 42,900	\$ (1,940)	-4.3%
Fiscal Services	\$ 156,872	\$ 151,083	\$ (5,789)	-3.7%
	\$ 1,457,339	\$ 1,463,870	\$ 6,531	0.4%

Community Well Being

Wages & Benefits	\$ 285,672	\$ 308,422	\$ 22,750	8.0%
Administrative Costs	\$ 30,265	\$ 33,247	\$ 2,982	9.9%
Building & Facility Costs	\$ 1,000	\$ 1,000	\$ -	0.0%
Vehicle & Equipment Costs	\$ 5,700	\$ 1,500	\$ (4,200)	-73.7%
Materials & Supplies	\$ 10,000	\$ 10,000	\$ -	0.0%
Other Municipal Costs	\$ 98,700	\$ 91,200	\$ (7,500)	-7.6%
	\$ 431,337	\$ 445,369	\$ 14,032	3.3%

Planning

Wages & Benefits	\$ 98,462	\$ 170,212	\$ 71,750	72.9%
Administrative Costs	\$ 15,272	\$ 15,657	\$ 385	2.5%
Other Municipal Costs	\$ 5,000	\$ 5,000	\$ -	0.0%
	\$ 118,734	\$ 190,869	\$ 72,135	60.8%

PART 1 - GENERAL OPERATIONS – DEPARTMENT EXPENDITURE DETAIL (cont'd)

Department Expenditures	2021/22 Budget	2022/23 Budget	Change from 2022 Budget to 2023	% Change from 2022 Budget to 2023
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Strategic

Other Municipal Costs	\$ 200,000	\$ 280,000	\$ 80,000	40.0%
	\$ 200,000	\$ 280,000	\$ 80,000	40.0%

Environmental Stewardship

Building & Facility Costs	\$ 1,622	\$ 1,664	\$ 42	2.6%
Grants to Organizations	\$ -	\$ 6,247	\$ 6,247	0.0%
Fiscal Services	\$ 45,365	\$ 45,808	\$ 443	1.0%
	\$ 46,987	\$ 53,719	\$ 6,732	14.3%

Operations

Wages & Benefits	\$ 1,162,179	\$ 1,010,522	\$ (151,657)	-13.0%
Administrative Costs	\$ 45,194	\$ 53,912	\$ 8,718	19.3%
Building & Facility Costs	\$ 244,160	\$ 242,003	\$ (2,157)	-0.9%
Vehicle & Equipment Costs	\$ 125,749	\$ 124,808	\$ (941)	-0.7%
Materials & Supplies	\$ 304,650	\$ 310,500	\$ 5,850	1.9%
Other Municipal Costs	\$ 202,040	\$ 206,200	\$ 4,160	2.1%
Fiscal Services	\$ 287,994	\$ 197,568	\$ (90,426)	-31.4%
Cost Recovery	\$ (5,537)	\$ (5,620)	\$ (83)	1.5%
	\$ 2,366,429	\$ 2,139,893	\$ (226,536)	-9.6%

Solid Waste Education & Bylaw Enforcement

Wages & Benefits	\$ 143,649	\$ 309,399	\$ 165,750	115.4%
Administrative Costs	\$ 15,268	\$ 38,300	\$ 23,032	150.9%
Vehicle & Equipment Costs	\$ 1,300	\$ 1,300	\$ -	0.0%
Materials & Supplies	\$ -	\$ 6,200	\$ 6,200	0.0%
Other Municipal Costs	\$ 700	\$ 49,200	\$ 48,500	6928.6%
	\$ 160,917	\$ 404,399	\$ 243,482	151.3%

Total Departmental Expenditures	\$ 14,004,576	\$ 14,615,349	\$ 610,773	4.4%
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PART 2 - MANDATORY PROVINCIAL CONTRIBUTIONS AREA RATE – BUDGET COMPARATIVE

Summary - Total	2021/22 Budget	2022/23 Budget	Change from 2022 Budget to 2023	% Change from 2022 Budget to 2023
Taxes	\$ 2,163,779	\$ 2,244,712	\$ 80,933	3.7%
Transfer from Operating Reserve	\$ 3,691	\$ -	\$ (3,691)	-100.0%
Total Revenue	\$ 2,167,470	\$ 2,244,712	\$ 77,242	3.6%
Education	\$ 1,629,833	\$ 1,643,211	\$ 13,378	0.8%
Corrections	\$ 112,433	\$ 110,753	\$ (1,680)	-1.5%
Housing	\$ 219,245	\$ 291,411	\$ 72,166	32.9%
Property Valuation Services Corp (Assessment)	\$ 118,660	\$ 112,038	\$ (6,622)	-5.6%
Library (Regional)	\$ 87,299	\$ 87,299	\$ -	0.0%
Total Expenses	\$ 2,167,470	\$ 2,244,712	\$ 77,242	3.6%

PART 3 - COMMUNITY SUPPORT AREA RATE – BUDGET COMPARATIVE

	2021/22 Budget	2022/23 Budget	Change from 2022 Budget to 2023	% Change from 2022 Budget to 2023
Summary - Total				
Taxes	\$ 382,160	\$ 396,454	\$ 14,294	3.7%
Deed Transfer Tax - Poverty Grants	\$ 70,000	\$ 100,000	\$ 30,000	42.9%
Federal Conditional Grant - Canada Day	\$ 5,000	\$ 5,000	\$ -	0.0%
Transfer from Operating Reserve:				
Poverty Grants - NSCC & Youth Centre	\$ 53,750	\$ 53,750	\$ -	0.0%
Youth Free Ice Time	\$ 60,000	\$ 60,000	\$ -	0.0%
Balance Rate	\$ 10,730	\$ 1,274	\$ (9,456)	-88.1%
Total Revenue	\$ 581,640	\$ 616,478	\$ 34,838	6.0%
Grants to Organizations:				
Grants to Organizations	\$ 55,000	\$ 55,000	\$ -	0.0%
'A' Fresh Start	\$ 35,000	\$ 35,000	\$ -	0.0%
Poverty (from Deed Transfer Tax)	\$ 70,000	\$ 100,000	\$ 30,000	42.9%
Poverty - NSCC & Youth Centre	\$ 53,750	\$ 53,750	\$ -	0.0%
Youth Free Ice Time	\$ 60,000	\$ 60,000	\$ -	0.0%
YMCA Grant	\$ 104,147	\$ 108,417	\$ 4,270	4.1%
Tax Exemption Policy	\$ 91,835	\$ 92,403	\$ 568	0.6%
Tax Reduction Policy	\$ 58,408	\$ 58,408	\$ -	0.0%
Community Events:	\$ 53,500		\$ -	0.0%
Canada Day		\$ 15,000		
Esther Fest		\$ 15,000		
Holiday Events		\$ 15,000		
Winter Carnival		\$ 5,000		
Other Events		\$ 3,500		
Total Expenses	\$ 581,640	\$ 616,478	\$ 34,838	6.0%

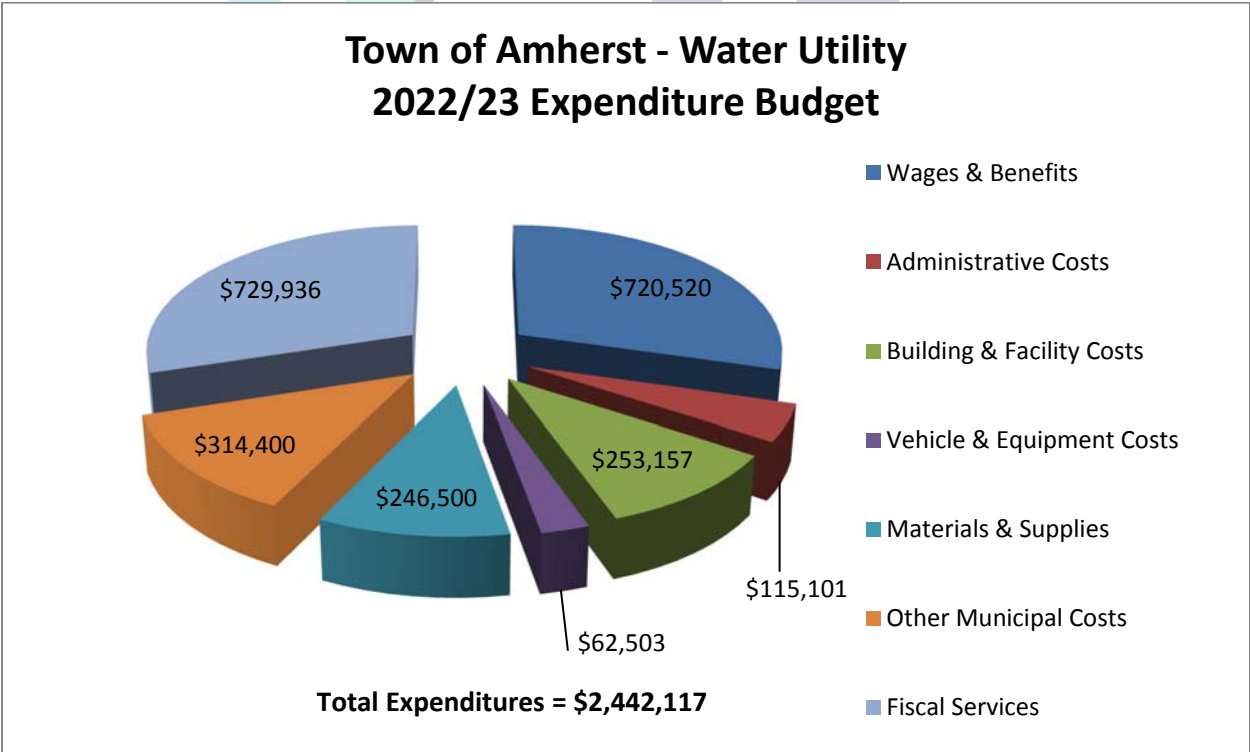
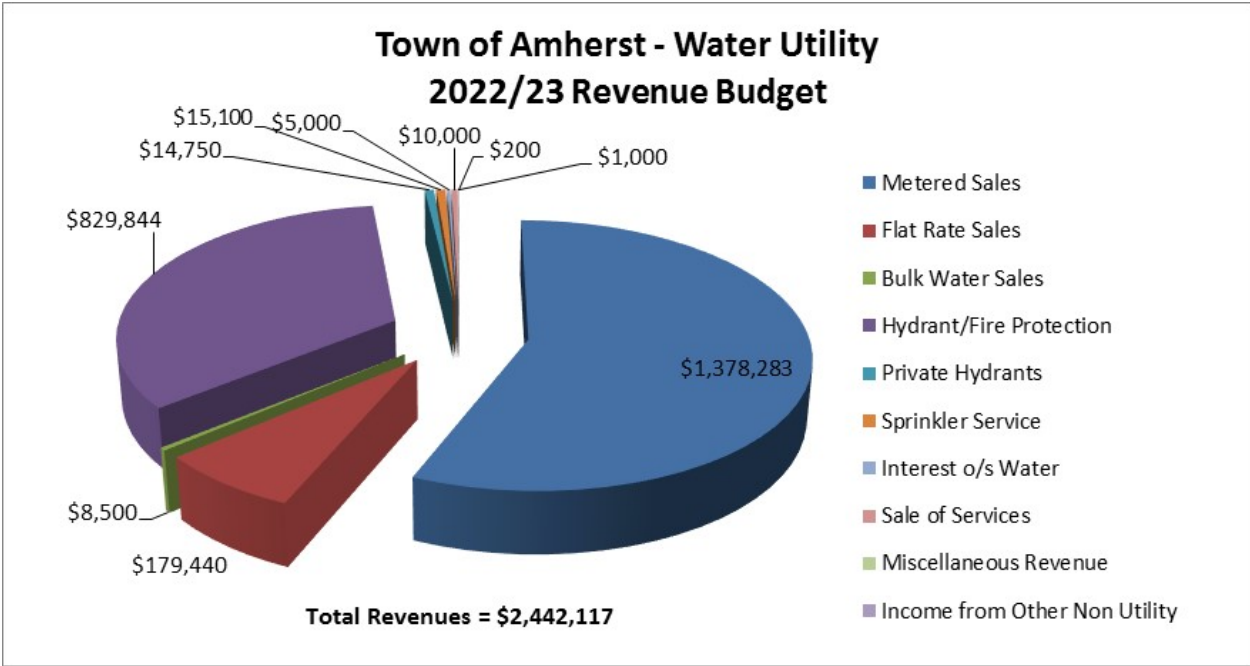
PART 4 - SEWAGE (INCLUDING UNIFORM CHARGE) – BUDGET COMPARATIVE

	2021/22 Budget	2022/23 Budget	Change from 2022 Budget to 2023	% Change from 2022 Budget to 2023
Summary - Total				
Uniform Charge Wastewater Treatment Facility	\$ 34,992	\$ 34,992	\$ -	0.0%
Sale of Services	\$ 38,000	\$ 38,000	\$ -	0.0%
Sewer Metered Charges	\$ 953,176	\$ 953,176	\$ -	0.0%
Sewer Flat Charges	\$ 86,761	\$ 86,761	\$ -	0.0%
Permits	\$ 7,000	\$ 7,000	\$ -	0.0%
Interest on o/s Sewer	\$ 10,000	\$ 10,000	\$ -	0.0%
Transfer from Operating Reserve	\$ 117,500	\$ -	\$ (117,500)	-100.0%
Total Revenue	\$ 1,247,429	\$ 1,129,929	\$ (117,500)	-9.4%
Wages & Benefits	\$ 340,668	\$ 349,100	\$ 8,432	2.5%
Administrative Costs	\$ 19,967	\$ 22,150	\$ 2,183	10.9%
Building & Facility Costs	\$ 176,972	\$ 202,941	\$ 25,969	14.7%
Vehicle & Equipment Costs	\$ 22,527	\$ 26,301	\$ 3,774	16.8%
Materials & Supplies	\$ 88,328	\$ 84,550	\$ (3,778)	-4.3%
Other Municipal Costs	\$ 82,156	\$ 80,450	\$ (1,706)	-2.1%
Fiscal Services	\$ 516,811	\$ 364,437	\$ (152,374)	-29.5%
Total Expenses	\$ 1,247,429	\$ 1,129,929	\$ (117,500)	-9.4%

PART 5 - SOLID WASTE – BUDGET COMPARATIVE

	2021/22 Budget	2022/23 Budget	Change from 2022 Budget to 2023	% Change from 2022 Budget to 2023
Summary - Total				
Uniform Charge Solid Waste	\$ 591,495	\$ 591,495	\$ -	0.0%
Miscellaneous Revenue	\$ 300	\$ 300	\$ -	0.0%
Total Revenue	\$ 591,795	\$ 591,795	\$ -	0.0%
Wages & Benefits	\$ 22,800	\$ 22,340	\$ (460)	-2.0%
Administrative Costs	\$ 630	\$ 630	\$ -	0.0%
Building & Facility Costs	\$ 2,400	\$ 2,400	\$ -	0.0%
Vehicle & Equipment Costs	\$ 1,500	\$ 1,500	\$ -	0.0%
Materials & Supplies	\$ 1,600	\$ 2,060	\$ 460	28.8%
Other Municipal Costs	\$ 562,865	\$ 562,865	\$ -	0.0%
Total Expenses	\$ 591,795	\$ 591,795	\$ -	0.0%

2022/23 WATER UTILITY OPERATING BUDGET - CHARTS



WATER UTILITY – OPERATING BUDGET COMPARATIVE

Summary - Total	2021/22 Budget	2022/23 Budget	Change from 2022 Budget to 2023	% Change from 2022 Budget to 2023
Metered Sales	\$ 1,221,615	\$ 1,378,283	\$ 156,668	12.8%
Flat Rate Sales	\$ 166,320	\$ 179,440	\$ 13,120	7.9%
Bulk Water Sales	\$ 8,500	\$ 8,500	\$ -	0.0%
Hydrant/Fire Protection	\$ 807,481	\$ 829,844	\$ 22,363	2.8%
Private Hydrants	\$ 14,750	\$ 14,750	\$ -	0.0%
Sprinkler Service	\$ 15,350	\$ 15,100	\$ (250)	-1.6%
Interest o/s Water	\$ 5,000	\$ 5,000	\$ -	0.0%
Sale of Services	\$ 10,000	\$ 10,000	\$ -	0.0%
Miscellaneous Revenue	\$ 200	\$ 200	\$ -	0.0%
Income from Other Non Utility	\$ 1,000	\$ 1,000	\$ -	0.0%
Transfer from Surplus	\$ 25,883	\$ -	\$ (25,883)	-100.0%
Total Revenue	\$ 2,276,099	\$ 2,442,117	\$ 166,018	7.3%
Wages & Benefits	\$ 695,021	\$ 720,520	\$ 25,499	3.7%
Administrative Costs	\$ 107,504	\$ 115,101	\$ 7,597	7.1%
Building & Facility Costs	\$ 245,645	\$ 253,157	\$ 7,512	3.1%
Vehicle & Equipment Costs	\$ 45,540	\$ 62,503	\$ 16,963	37.2%
Materials & Supplies	\$ 204,500	\$ 246,500	\$ 42,000	20.5%
Other Municipal Costs	\$ 284,400	\$ 314,400	\$ 30,000	10.5%
Fiscal Services	\$ 693,489	\$ 729,936	\$ 36,447	5.3%
Total Expenses	\$ 2,276,099	\$ 2,442,117	\$ 166,018	7.3%

CAPITAL BUDGET – 2022/23 WATER & GENERAL CAPITAL

Capital Budget - 2022/23	
YEAR 1	
Projects	2022/23 Capital Budget

WATER	
Wellfield Generator (<i>carry over</i>)	240,000
New Dump Truck (<i>carry over</i>)	175,000
Water Meter Reading Handheld Device (<i>carry over</i>)	15,000
Fire Hydrant Replacement (<i>carry over</i>)	12,500
Water Meter Replacement (<i>carry over</i>)	12,500
Beacon Street - water main replacement	215,000
West Victoria Street ~ CNR to Hickman - water main replacement [<i>contingent on grant funding</i>]	820,400
McCully Street Booster Station - study & design	50,000
Inline Turbidimeters for PRV Chambers	20,000
New Service Truck	55,000
Street Sweeper/Hydro Excavator (20% water, 80% general)	76,300
Future Project Design Costs	30,000
Fire Hydrant Replacement	12,500
Water Meter Replacement	12,500
Acoustic Water Leak Detector	11,000
WATER CAPITAL BUDGET TOTAL	<u>1,757,700</u>

GENERAL CAPITAL	
EQUIPMENT	
New Backhoe - sewer	198,000
New Street Sweeper (80% general, 20% water)	305,200
Server replacement (Town Hall)	19,200
LED Lighting upgrade	670,000
Electric Vehicle Charging Station (Qty - 2) - Level 2	23,000
Subtotal	<u>1,215,400</u>

CAPITAL BUDGET – 2022/23 WATER & GENERAL CAPITAL (cont'd)

Projects	2022/23 Capital Budget
BUILDINGS / LAND	
Solar for Community Buildings - WWTF <i>(carry over)</i>	198,905
Solar for Community Buildings - Reservoir property <i>(carry over)</i>	198,905
Works Garage - Security Doors <i>(carry over)</i>	15,000
Video Conference System for 5 Ratchford Street <i>(carry over)</i>	12,000
Industrial Park Directory Sign Replacement <i>(carry over)</i>	25,000
Library Door Replacement	35,000
Town Hall - New Roof	135,000
Works Garage - Heating / Cooling	50,000
Flag Pole (new - possibly 4th pole in front of YMCA)	6,000
Land Purchase - Blaine Street & Ottawa Avenue	100,000
Subtotal	<u>775,810</u>
LARGE MULTI - CATEGORY PROJECTS	
West Victoria Street ~ CNR to Hickman - sanitary sewer, storm sewer (corrugated), pulverize & rebuild street, curb, sidewalk <i>[contingent on grant funding]</i>	1,523,600
Russell Street - sanitary sewer, storm sewer (corrugated), pulverize & rebuild street <i>[contingent on grant funding]</i>	720,000
Beacon Street ~ Croft to Church - street, sanitary sewer, storm sewer, curb	225,000
Boylston Avenue ~ Milford to Elmwood - asphalt overlay, curb and storm sewer (corrugated)	210,000
Mitchell Court - asphalt overlay (widen) and curb	120,000
Future Project Design Costs	30,000
Subtotal	<u>2,828,600</u>

CAPITAL BUDGET – 2022/23 WATER & GENERAL CAPITAL (cont'd)

Projects	2022/23 Capital Budget
STREETS	
Chandler Road (O)	60,000
Harding Avenue (O)	80,000
McCully Street ~ Anson to CNR Mainline (CM)	128,000
Brownell Avenue (O)	45,000
Dale Street ~ Eddy to North Adelaide (O)	35,000
Rosewood Drive ~ Kimberly Court to Pinehurst (O)	40,000
Davison Street ~ Dickey to Queen (O)	20,000
Prince Arthur ~ Church to Acadia (CM)	105,000
Subtotal	513,000
<i>RC = Reconstruction and paving; CM = Cold mill and Paving; P = Pulverize and paving; O = Asphalt Overlay</i>	
SIDEWALKS	
Dickey Brook Trail ~ Donald to Charles - Gravel Trail (Active Transportation Plan) (Town Crew) <i>(carry over)</i>	10,000
Willow Street Trail - East to Abbey - Gravel Trail (Active Transportation Plan) (Town Crew) <i>(carry over)</i>	50,000
Albion Street ~ west side from Clinton to Highland Village	45,000
Regent Street ~ Elmwood to Spring (new)	23,000
Subtotal	128,000
STORMS/SANITARY SEWER	
Willow Street Trail - East to Abbey (under new trail) - new sanitary sewer main (Town Crew) <i>(carry over)</i>	50,000
Racetrack Rd. Lift Station - Wet Well Wizard	15,000
Storm Water Management Plan	50,000
Subtotal	115,000
FIRE DEPARTMENT	
Fire Station Bldg Repairs - Repair floor and wall finishes in south entrance <i>(carry over)</i>	7,000
Fire Station Bldg Repairs - Replace the two main exterior entrances <i>(carry over)</i>	18,000
Fire Suppression Hose (set #1) - replacement <i>(carry over)</i>	52,000
Fire Truck - replace Ladder 4 - Aerial device	1,600,000
Air Compressor - replacement (Station unit)	20,000
Structural firefighting bunker gear (6-9 sets) - replacement	22,000
Fire suppression hose (Set # 2) - replacement	30,000
Fit Testing System	12,000
Subtotal	1,761,000

CAPITAL BUDGET – 2022/23 WATER & GENERAL CAPITAL (cont'd)

Projects	2022/23 Capital Budget
POLICE DEPARTMENT	
Ballistic Plates - Hard Body Armour - Carbine - 15 sets <i>(carry over)</i>	21,000
Smart Board - Community Room <i>(carry over)</i>	27,000
Patrol Vehicle #3	65,000
APD HVAC	18,000
APD In House Camera Systems and Adjustments	8,500
Treadmill	8,000
Subtotal	147,500
RECREATION	
Vehicle - Car/SUV for Community Wellbeing Team <i>(carry over)</i>	25,000
New Outdoor Skating Rink / Tourist Center / Market / Take Out Seating <i>(carry over)</i>	200,000
Zero Turn Grass Catcher <i>(carry over)</i>	10,000
Brine Pump - Stadium <i>(carry over)</i>	20,000
Cenotaph Renovations <i>(carry over)</i>	40,000
Truck (1/2 Ton) - to replace Ranger #2	40,000
Decorative Lighting	25,000
Beacon Street Park - Sponge Surface Repair	20,000
Dickey Park - Accessible Pathway (East Pleasant to Splash Pad)	28,400
Lions Park - Accessible Pathway (Hill Street to Play Structures)	31,000
Elmwood Drive Park - Accessible Entrance (Elmwood Drive to washrooms & food pantry)	8,000
Beacon Park - Accessible Pathway (Beacon Street to Play Structure)	5,000
Robb Complex - Replace Roof Main Building	10,000
Rotary Park - Play Equipment Replacement	40,000
Self Watering Planters	17,000
Community Events Trailer	15,000
Zero Turn Replacement c/w grass catcher	35,000
Robbs Lighting	200,000
Dog Park (Dickey Park - small dogs area)	20,000
Skate Park Upgrades (sun shelter and drinking fountain)	10,000
Subtotal	799,400
GENERAL CAPITAL BUDGET TOTAL	
	8,283,710
GRAND TOTAL WATER & GENERAL CAPITAL BUDGETS	
	10,041,410

CAPITAL BUDGET – 2022/23 WATER & GENERAL CAPITAL SOURCE FINANCING

Water Capital

Water Operating	\$ 40,000
Water Depreciation	1,086,101
Grant	601,599
Temporary Borrowing	<u>30,000</u>

Total Water Capital Source Financing**\$ 1,757,700****General Capital**

Capital from Revenue - General Operating	\$ 575,000
Capital from Revenue - Sewer Operating	15,000
Operating Reserve	1,416,910
Capital Reserve	177,000
Capital Reserve - Carry Over Items	443,000
Canada Community-Building Fund (formerly Gas Tax Fund)	1,231,000
Grants - Federal/Provincial	2,398,432
Temporary Borrowing	30,000
Long Term Debt - General	<u>1,997,368</u>

Total General Capital Source Financing**\$ 8,283,710****Grand Total Water & General Capital Funding****\$ 10,041,410**