



**TOWN OF SAINT ANDREWS
SPECIAL COUNCIL MEETING
MINUTES**

**October 27, 2021, 6:30 p.m.
Electronic Meeting**

A. RECORDING OF ATTENDANCE

No Quorum at 6:30 p.m. Moved to a Public Information Session.

A Special Meeting of the Town of Saint Andrews Council was held on Wednesday, October 27, 2021, at 7:00 p.m. with the following members present:

Mayor Brad Henderson, Deputy Mayor Kate Akagi, Councillor Marc Blanchard, Jamie Hirtle, Steve Neil.

Chris Spear, CAO/Treasurer, Paul Nopper, Clerk - Senior Administrator

Absent: Councillor Kurt Gumushel, Lee Heenan

B. APPROVAL OF AGENDA

Motion: Motion: 395 - 10/21

Moved by Councillor Neil

Seconded by Councillor Blanchard

That the Agenda be approved as presented.

4 – 0

Carried

C. DISCLOSURE OF CONFLICT OF INTEREST

D. PRESENTATIONS

1. Chris Spear, CAO/Treasure Presentation on the 2022 Town of Saint Andrews Budget

CAO Spear provided a presentation on the 2022 town of Saint Andrews Budget. The presentation covered the following:

- *The day-to-day operations of the Town include Council, Town Hall, Planning Services, Public Works, Fire, Police, Culture and Heritage, Recreation, and Economic Development.*

Assessment Base

- *Increase of 11%.

 - *Total \$370.2 million.*
 - *High sales causing increased market growth.*
 - *Permanent Assessment Gap Exemption \$1.1 million.**
- *Saint Andrews is #6 in % of growth for 2022 assessments in New Brunswick out of over 100 municipalities.*
- *Overall Provincial Growth at 8%.*

Mill Rate

- *2 Tax Authorities in New Brunswick.*

- *Municipalities.*
- *Government of New Brunswick.*
- *Town of Saint Andrews Mill Rate has been:*
 - *2021 \$1.26*
 - *2020 \$1.26*
 - *2019 \$1.24*
 - *2018 \$1.21*
 - *2017 \$1.19*

Provincial Property Taxes

- *Residential: Non-Owner Occupied \$1.1233*
- *Residential - Other \$1.2173*
- *Cost of Assessment \$0.0194*

2022 Mill Rate

- *If Council held the mill rate at \$1.26, extra \$476,000 revenue.*
- *Realizing the challenges of an 11% increase.*
 - *Long-term property owners.*
 - *Business.*
 - *New entrants into the housing market.*
 - *Housing development.*

Budget Summary

- *Revenue*
 - *Property Tax Revenue \$4,443,000*
 - *Equalization Grant \$56,000*
 - *Accommodation Levy \$250,000*
 - *Local Service District Fire Protection \$140,000*
 - *Recreation \$403,000*
 - *Other \$339,000*
- *Expense*
 - *General Government \$1,228,000*
 - *Fire and Police \$981,000*
 - *Public Works \$822,000*
 - *Recreation \$660,000*
 - *Museums and Library \$263,000*
 - *Fiscal Services \$401,000*
 - *Solid Waste Removal \$165,000*
 - *Available for Capital \$790,000*

Items of Note

- *Regional Service Commission Local Planning Services up 15%.*

- *After in-depth consultants' reports on competitive salaries, there are several increases among staff overall cost increase of 7.5%.*
- *Recreation Director*
 - *in co-operation with Regional Service Commission.*
 - *Upon approval, a portion of the salary is to be paid by Local Service Districts.*
- *Seasonal Person*
 - *Additional members in parks and recreation.*
 - *Reinstates a position that was eliminated after 2019.*
- *Municipal Insurance Continues to Climb*
 - *65% increase since 2019.*
 - *Some related to increase in value of assets.*
 - *Most related to the risk associated with Municipalities.*
- *Policing*
 - *Settlement on membership wages.*
 - *Potential 23% increase to our overall costs in 2021/2022.*

General Capital Fund

- *Total Budget \$6,594,000*
- *Funding*
 - *Government Assistance \$3,800,000*
 - *Reserve Funds \$667,500*
 - *New Borrowing \$1,170,000*
 - *From Tax Revenue \$790,000*
 - *Recovery on Development \$207,500*

Key Note Projects

- *Wharf and Market Square Rebuild*
 - *\$5.5 million over 2022 - 2023.*
 - *\$3.7 million in other government funding.*
- *Trail Development*
 - *\$1.5 million in 2022 and possibly 2023.*
 - *\$1.2 million in other government funding.*

Housing Development

- *\$1.8 million set aside for possible projects, including establishing infrastructure across both funds.*
- *Expect of minimum 50% recovery on land sales.*

Projects of Note

- *Backhoe Replacement \$155,000*
- *Asphalting \$362,000*
- *Storm Sewer Upgrades \$100,000*
- *Arena Ice Plant Upgrades \$168,000*

Utility Revenue

- *Regards to other jurisdictions our size 2021, residential rates*
 - *Saint Andrew's combined rate is \$580.00 annually.*
 - *Average across New Brunswick \$635.00*
- *Recommendation by Council to increase to the average to allow for further investment.*
- *High volume user rate to increase by 3%.*
 - *The largest increase occurred in 2018.*

Utility Department

- *Challenge*
 - *\$5.8 million in in-ground infrastructure should be replaced.*
 - *infrastructure deficit common among all municipalities.*
 - *Additional \$1 million - \$1.5 million per year in ongoing replacements needed.*
 - *Council wants to continue ongoing re-investment and begin to address the backlog of projects.*
 - *Continue to apply for partnership funding to alleviate the debt load.*

Utility Capital Budget

- *Water Treatment Plant Upgrades \$96,000*
- *Water Main Upgrades \$1,658,000*
 - *Prince of Wales*
 - *Ernest Street*
 - *Sophia Street*
 - *Princess Royal Street*
 - *Cornelia Street*
- *Set aside funding for new housing development as mentioned previously.*

Debt Load

- *General Fund*
 - *Debt servicing is currently at 5% of the total budget.*
 - *Rises to 7% in 2023.*
 - *10% considered normal by Province.*
 - *20% allowed by legislation.*
- *Utility Fund*
 - *Currently at 21% of the budget.*
 - *Rises to 30% in 2023.*
 - *Sustainable with rate increases.*

E. INTRODUCTION, CONSIDERATION AND PASSING OF BY-LAWS AND MOTIONS

F. NEW BUSINESS

G. QUESTION PERIOD

H. COUNCILLORS' AND DEPUTY MAYOR'S COMMENTS

I. MAYOR'S COMMENTS

Appreciate everyone coming on. We had a workshop and special meetings open to the public. The most impressive process is that we are not the only ones to see the increases in assessments. This does not mean we have to borrow more. Costs are increasing to do business. This Council has taken the position to lower the mill rate from 1.26 to 1.20. To drop this for our community, we are committed to doing it the right way and helping our community members. There are projects we would like to get to but we do not want to put a large increase on our current residents but grow through new development. The Council appreciates all the staff's work in the development of the budget to make this a clear and easy process for the new Council. We are grateful for the work on this. To go through this budget exercise the first time, we are aligned as one team, and everyone had a voice in the process. Kudos and thank you.

J. CLOSED SESSION

K. ADJOURNMENT

Motion: Motion: 396 - 10/21

Moved by Deputy Mayor Akagi

Seconded by Councillor Hirtle

At 7:06 p.m. that the meeting be adjourned.

4 – 0

Carried



Brad Henderson, Mayor



Paul Nopper, Clerk – Senior
Administrator