

Town of Berwick Council Meeting

January 14, 2025

Town of Berwick Council Chambers

6:30 pm

AGENDA

1. Call to Order

2. Approval of the Agenda

3. Approval of the Minutes

- a. Council Minutes, December 10, 2024

4. Review of Action Items

5. New Business

- a. [First Reading – Development Agreement – Lot 1AC Commercial Street \(Tentative\)](#)
- b. Approval of 2023/24 Audited Financial Statements
- c. RFD001-2025 – Stormwater Management
- d. 109 Marsters Avenue – Unsightly Property Update
- e. Information Report – 2025/26 Draft Operating Budget V1

6. Correspondence

7. Mayor’s Report

8. In-Camera per s. 22(2) of the *Municipal Government Act*

- a. 22(2)(c) personnel – RFD002-2025 Committee Appointment Applications
- b. 22(2)(g) legal advice eligible for solicitor-client privilege

9. Adjournment

Meeting Date	Action Item	Status
2024-12-10	Reach out to other municipalities to understand how they are assessing the Code of Conduct criteria for establishing the sanctions	Not Started
2024-12-10	Electricity Regulations, educational materials to provide to Council on the Council SharePoint site.	Not Started
2024-11-12	4. Get additional quotes for the installation of safety grates on the storm culvert on Main Street.	In-Progress
2024-12-10	Appoint an independent investigator into the Code of Conduct.	In-Progress
2024-12-10	Schedule CAP to present to Council	In-Progress
2024-12-10	Survey what/if other municipalities are doing to respond to the ban the use of NDAs, related to sexual violence cases, for every business, institution or organization that receives Municipal funding or recognition.	In-Progress
2024-11-12	5. Explore options for live streaming or recording council meetings to improve accessibility, and provide recommendations to council.	Completed
2024-11-12	7. Engage the chairs of committees to improve the process for providing committee reports to council.	Completed
2024-12-10	Determine if an appeal process can be included at the end of the Code of Conduct process for a Councillor if they don't agree with the findings.	Completed
2024-12-10	Staff to work with Chairs of CDC, PAB and AAC to finalize regular meeting dates.	Completed
2024-12-10	Share the links to the Dismantling Racism and Hate Act	Completed

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Town of Berwick
Berwick, Nova Scotia
March 31, 2024

Financial Statements

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Morse Brewster Lake

Chartered Professional Accountants

P.O. Box 718
158 Commercial Street
Berwick, NS
B0P 1E0
Tel: (902) 538-8531
Fax: (902) 538-7610
Email: info@mblcpa.ca

Independent Auditor's Report

**To His Worship the Mayor and
Members of the Town Council
of the Town of Berwick**

Opinion

We have audited the accompanying financial statements of **Town of Berwick**, which comprise the consolidated statement of financial position as at March 31, 2024, and the consolidated statement of operations, change in net financial assets and cash flow statement for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the consolidated financial position of the Town of Berwick as at March 31, 2024, and the results of operations and changes in net assets for the year then ended, in accordance with Canadian accounting standards for the public sector

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Entity in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not for profit organizations and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Entity's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

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Independent Auditor's Report (continued)

Auditor's Responsibilities for the Audit of the Financial Statements (continued)

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control.

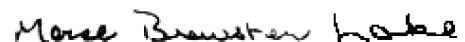
Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

Conclude on the appropriateness of management's use of the going concern basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Entity to cease to continue as a going concern.

Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Berwick, Nova Scotia
Date



Chartered Professional Accountants
Registered Municipal Auditor

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Town of Berwick Consolidated Financial Statements Year Ended March 31, 2024

Management's Responsibility for the Consolidated Financial Statements

The management of the **Town of Berwick** (the "Town") is responsible for the integrity, objectivity and accuracy of the financial information presented in the accompanying financial statements. The consolidated financial statements have been prepared in accordance with Canadian public sector accounting standards established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada ("CPA"). A summary of the significant accounting policies is described in Note 2 to the consolidated financial statements.

The Town's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded and reliable financial information is available on a timely basis for preparation of the consolidated financial statements.

These systems are monitored and evaluated by management. The Audit Committee meets with management and the external auditors to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to the approval of the consolidated financial statements.

The consolidated financial statements have been audited by Morse Brewster Lake Chartered Professional Accountants, independent external auditors appointed by the Town. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the Town's consolidated financial statements.

Chief Administrative Officer - Jen Boyd

Director of Finance - Lisa Buchan

Draft

Town of Berwick Consolidated Statement of Financial Activities

Year Ended March 31, 2024

	2024 <u>Budget</u>	2024 <u>Actual</u>	2023 <u>Actual</u>
Revenue			
Taxation	\$ 4,572,610	\$ 4,685,207	\$ 4,250,403
Less: School Board requisition	<u>(583,099)</u>	<u>(584,136)</u>	<u>(569,337)</u>
	3,989,511	4,101,071	3,681,066
Grants in lieu of taxes	33,089	45,264	32,843
Sales of services	536,490	529,023	501,665
Revenue from own sources	188,001	559,930	285,378
Unconditional transfer from other governments	249,559	259,355	252,312
Conditional transfer from other governments	80,361	80,361	10,171
Berwick Electric Utility	5,984,745	6,193,790	5,545,476
Gain on sale of assets	-	-	4,522
Alternative Resource Energy Authority	2,701,784	5,517,437	8,249,462
Grants and contributions	<u>1,969,270</u>	<u>2,498,521</u>	<u>4,377,903</u>
	<u>15,732,810</u>	<u>19,784,752</u>	<u>22,940,798</u>
Expenditures			
General government services			
Legislative services	148,667	148,596	134,589
Administrative services	995,888	1,165,750	938,913
Protective services			
Police services	779,063	807,686	761,792
Fire services	253,724	227,875	239,255
Other services	38,986	39,982	7,981
Transportation services	1,181,345	1,097,388	980,391
Environmental health services	723,237	624,521	680,596
Environmental development	230,479	342,404	269,708
Recreational and cultural services	541,698	539,999	498,391
Fiscal services	230,493	261,762	220,716
Amortization	-	1,100,094	703,080
Alternative Resource Energy Authority (2023 restated - note 23)	2,033,392	5,462,981	8,091,822
Disposal/write down of capital assets	-	198	7,844
Electric utility operating expenditures	5,804,748	5,678,740	4,999,581
Electric utility depreciation	350,000	320,307	279,494
Electric utility non-operating expenditures	<u>60,109</u>	<u>54,668</u>	<u>32,616</u>
	<u>13,371,829</u>	<u>17,872,951</u>	<u>18,846,769</u>
Annual Surplus	<u>\$ 2,360,981</u>	<u>\$ 1,911,801</u>	<u>\$ 4,094,029</u>

See accompanying notes to the consolidated financial statements

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Town of Berwick Consolidated Statement of Financial Position

March 31, 2024

	<u>2024</u>	<u>2023</u>
Financial Assets		
Cash (note 3)	\$ 3,320,125	\$ 2,798,443
Taxes receivable (net of allowance) (note 4)	128,913	82,005
Accounts receivable (note 6)	6,043,297	6,887,241
Hst receivable	<u>363,627</u>	<u>410,571</u>
	<u>9,855,962</u>	<u>10,178,260</u>
Financial Liabilities		
Bank indebtedness (note 7)	158,161	210,898
Short term borrowings (note 8)	5,654,725	5,304,017
Payables and accruals (note 9)	3,995,135	4,990,727
Deferred revenue (note 19)	1,655,856	689,509
Asset Retirement Obligation (2023 restated - note 23)	1,238,193	1,196,322
Long term debt (page 17 and 18)	<u>14,563,510</u>	<u>15,257,192</u>
	<u>27,265,580</u>	<u>27,648,665</u>
Net Financial Assets / (Liabilities)	<u>(17,409,618)</u>	<u>(17,470,405)</u>
Non-Financial Assets		
Inventory and prepaid expenses (note 10)	323,176	297,393
Deferred pension charge (note 13)	33,860	41,980
Equity in Valley Waste Resource Management	253,863	253,863
Tangible capital assets (note 11) (2023 restated - note 23)	<u>38,865,447</u>	<u>37,040,216</u>
	39,476,346	37,633,452
Non-Financial Liabilities		
Unfunded pension liability (note 13)	<u>33,860</u>	<u>41,980</u>
Net Non-Financial Assets/(Liabilities)	<u>39,442,486</u>	<u>37,591,472</u>
Net Assets/Liabilities	<u>\$ 22,032,868</u>	<u>\$ 20,121,067</u>
Accumulated Surplus		
Accumulated Surplus (note 12) (2023 restated - note 23)	<u>\$ 22,032,868</u>	<u>\$ 20,121,067</u>
Commitments (note 18)		
On behalf of the Town of Berwick		
_____, Mayor		_____, Clerk

See accompanying notes to the consolidated financial statements

Draft

Town of Berwick

Consolidated Statement of Changes in Net Financial Assets

Year Ended March 31, 2024

	<u>2024</u> <u>Budget</u>	<u>2024</u> <u>Actual</u>	<u>2023</u> <u>Actual</u>
Annual Surplus	\$ 2,360,981	\$ 1,911,801	\$ 4,094,029
Add (Deduct):			
Acquisition of tangible capital assets	(3,742,590)	(3,786,913)	(7,024,371)
Amortization of tangible capital assets	889,329	1,951,983	1,514,156
Proceeds on sale of assets	-	9,500	-
Disposal of assets	-	198	7,844
Use (acquisition) of prepaids assets and deferred charges	<u>-</u>	<u>(25,782)</u>	<u>35,256</u>
Increase (decrease) in net assets	\$ <u>(492,280)</u>	60,787	(1,373,086)
Net Financial Assets (liabilities), beginning of year (2023 restated - note 23)		<u>(17,470,405)</u>	<u>(16,097,319)</u>
Net Financial Assets (liabilities), end of year		\$ <u>(17,409,618)</u>	\$ <u>(17,470,405)</u>

See accompanying notes to the consolidated financial statements

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Town of Berwick
Consolidated Statement of Cash Flow
Year Ended March 31, 2024

	<u>2024</u>	<u>2023</u>
Cash flow from operating activities:		
Annual surplus	\$ 1,911,801	\$ 4,094,029
Accretion expense (AREA)	41,871	40,455
(Gain) loss on sale of assets	198	3,322
Depreciation and amortization	1,951,983	1,514,156
Change in		
Taxes receivable	(46,908)	(19,947)
Accounts receivable	843,944	(496,296)
HST rebate	46,944	(162,592)
Inventory and prepaid expenses	(25,782)	35,256
Deferred revenue	966,347	292,360
Payables and accruals	<u>(995,592)</u>	<u>714,323</u>
	<u>4,694,806</u>	<u>6,015,066</u>
Cash flow from investing activities:		
Proceeds on sale of assets	9,500	4,522
Purchase of tangible capital assets	<u>(3,786,913)</u>	<u>(7,024,371)</u>
	<u>(3,777,413)</u>	<u>(7,019,849)</u>
Cash flow from financing activities:		
Proceeds on issue of short term debt	350,708	2,089,144
Proceeds from long term debt	247,250	-
Reduction of long term debt	<u>(940,932)</u>	<u>(950,895)</u>
	<u>(342,974)</u>	<u>1,138,249</u>
Cash Increase	574,419	133,466
Cash and Equivalencies, beginning of year	<u>2,587,545</u>	<u>2,454,079</u>
Cash and Equivalencies, end of year	<u>\$ 3,161,964</u>	<u>\$ 2,587,545</u>
Represented by:		
Cash	\$ 3,320,125	\$ 2,798,443
Bank indebtedness	<u>(158,161)</u>	<u>(210,898)</u>
	<u>\$ 3,161,964</u>	<u>\$ 2,587,545</u>

See accompanying notes to the consolidated financial statements

Town of Berwick Notes to Consolidated Financial Statements

March 31, 2024

1. Significant Accounting Policies

Basis of Presentation

The consolidated financial statements of the Town of Berwick are prepared in accordance with generally accepted accounting principals for local governments, as recommended by the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Professional Accountants.

The consolidated financial statements reflect the assets, liabilities, revenues and expenditures and changes in fund balances and in financial position of the reporting entity. The activities under the control of Council and included in the reporting entity are the general operating fund, general capital fund, electric operating fund, electric capital fund, capital reserve fund, operating reserve fund, open space reserve fund and PCB disposal reserve fund.

Interdepartmental transactions and balances have been eliminated on the consolidated financial statements.

The Town of Berwick is in a government partnership with other municipalities to form Alternative Resource Energy Authority (AREA). The Town has accounted for 27% of AREA using the proportionate consolidated method, which represents the Town's interest in the partnership.

Basis of Accounting

The financial statements have been prepared using the accrual basis of accounting.

Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess revenues over expenses, provides the consolidated Change in Net Financial Assets for the year.

Asset retirement obligations

An asset retirement obligation is recognized when, as at the financial reporting date, all of the following criteria are met:

- a) There is a legal obligation to incur retirement costs in relation to a tangible capital asset;
- b) The past transaction or event giving rise to the liability has occurred;
- c) It is expected that a future economic benefits will be given up; and
- d) A reasonable estimate of the amount can be made.

The Town has assessed it's assets and the only material asset retirement obligations is the decommissioning of the windfarm for AREA. See note 23.

Town of Berwick Notes to Consolidated Financial Statements

March 31, 2024

1. Significant Accounting Policies (continued)

Tangible Capital Assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributed to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital asset are amortized on a straight line basis over their estimated useful life as follows:

Buildings	40 years
Machinery and equipment	5 to 15 years
General office equipment	5 years
Parks and open space infrastructure	5 to 15 years
Vehicles	7 years
Streets	30 years
Sidewalks	20 to 30 years
Street lighting	25 years
Sewer collection system	40 years
Storm water system	40 years
Sewer treatment plant	25 years
Power Generation	30 to 50 years
Substations	31 years
Distribution	22 to 32 years
General property	8 to 37 years

Electric Utility Capital Assets

Capital assets and projects in progress are recorded at the utility's gross cost. Interest incurred during construction on significant utility capital projects is capitalized. Interest is calculated at the prevailing prime rate for projects temporarily funded by general or utility operations.

Electric Utility - Depreciation

Depreciation of fixed assets is recorded in the accounts of the Electric Utility Capital Fund on a straight line basis over the estimated useful lives as prescribed by the Nova Scotia Utility and Review Board.

The depreciation charge in the Utility's Operating Fund is transferred to a special bank account in the Electric Utility's Capital Fund which is used to help fund replacement of existing plant and equipment, or subject to approval by the Nova Scotia Utility and Review Board to repay the principal of capital debt.

Town of Berwick Notes to Consolidated Financial Statements

March 31, 2024

1. Significant Accounting Policies (continued)

Valuation allowances

The Town provides a valuation allowance for estimated losses that will be incurred in collecting receivables outstanding.

In the electric utility, a valuation allowance is provided for estimated losses that will be incurred in collecting rates receivable outstanding.

Financial Instruments

The financial instruments consist of cash, accounts receivables, accounts payables, accrued liabilities, short term borrowings and long term debt. Unless otherwise noted, it is managements's opinion that the Town is not exposed to significant interest, currency or credit risks arising from these financial instruments. The fair value of these financial instruments approximate their carrying values, unless otherwise noted.

Use of Estimates

The preparation of the financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets, liabilities, and the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results may differ from those estimates. The most significant accounting estimates in these financial statements include allowance for doubtful accounts and estimated useful life of tangible capital assets.

Cash and Cash Equivalents

Cash and cash equivalents include cash on hand and balances with banks, bank overdrafts, short term borrowing with original maturities of three months or less. Bank borrowings are considered to be financing activities.

2. Contributions to Non-Consolidated Boards and Commissions

The Town of Berwick is required to finance the operations of the various Boards and Commissions, along with the other Municipal Units in Kings County to the extent of its participation based on prescribed formulae.

In addition to any budgeted contributions, the Town shares in the deficits or surpluses of these Boards excluding the Annapolis Valley Regional School Board based on prescribed formulae. The Town's share of any deficit is to be paid in the next fiscal year while a surplus is to be taken into the next year's estimates.

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Town of Berwick Notes to Consolidated Financial Statements

March 31, 2024

2. Contributions to Non-Consolidated Boards and Commissions (continued)

Details of contributions to the boards are as follows:

Annapolis Valley Housing Authority - 2.5% of net operating deficit

During fiscal 2024, the Town of Berwick paid \$30,483 (2023- \$18,441) to the Annapolis Valley Housing Authority to fund its share of the deficit.

Annapolis Valley Regional Library - 2.34%

During fiscal 2024, the Town of Berwick paid \$17,400 (2023 - \$17,400) to the Annapolis Valley Regional Library.

Annapolis Valley Regional School Board - 3.4245%

In fiscal 2024, the Town of Berwick contributed \$584,136 (2023 - \$569,337) as its share of operations for the Board.

Valley Waste-Resource Management Authority - 3.53% share

The Town of Berwick has shared use of waste management and recycling facilities in the Kings and Annapolis regions. In fiscal 2024, the Town of Berwick paid \$179,880 (2023 - \$212,437) as its share of net operating costs.

Kings Transit Authority - 5% share

During fiscal 2024, the Town of Berwick paid \$82,319 (2023 - \$67,982) to the Kings transit Authority to fund its share of the operations.

Valley Community Fibre Network Authority - 1.06% share

During fiscal 2024, the Town of Berwick paid \$670 (2023 - \$3,204) to the Valley Community Fibre Network Authority to fund its share of operations.

Valley Regional Enterprise Network – 4.57% share

During fiscal 2024, the Town of Berwick paid \$13,631 (2023 - \$14,865) to the Valley Regional Enterprise Network to fund its share of operations.

3. Cash

	<u>2024</u>	<u>2023</u>
Capital Reserve fund	\$ 1,013,159	\$ 937,358
Operating Reserve fund	803,118	775,555
Open Space Reserve fund	22,150	15,400
Town operating	996,241	629,798
AREA	<u>485,457</u>	<u>440,332</u>
	<u>\$ 3,320,125</u>	<u>\$ 2,798,443</u>

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Town of Berwick Notes to Consolidated Financial Statements

March 31, 2024

4. Taxes receivable

	<u>Current Year</u>	<u>Prior Year</u>	<u>2024</u>	<u>2023</u>
Balance, beginning of year	\$ -	\$ 82,005	\$ 82,005	\$ 62,058
Add (Deduct):				
Current year's tax levy	4,685,207	-	4,685,207	4,250,403
Current year collections	(4,591,907)	(34,392)	(4,626,299)	(4,218,456)
Valuation allowance	<u>-</u>	<u>-</u>	<u>(12,000)</u>	<u>(12,000)</u>
Balance, end of year	<u>\$ 93,300</u>	<u>\$ 47,613</u>	<u>\$ 128,913</u>	<u>\$ 82,005</u>

5. Valuation allowance

	<u>2024</u>	<u>2023</u>
Balance, beginning of year	\$ 12,000	\$ 12,000
Add:		
Increase (Decrease) in allowance	<u>-</u>	<u>-</u>
Balance, end of year	<u>\$ 12,000</u>	<u>\$ 12,000</u>

6. Accounts Receivable

	<u>2024</u>	<u>2023</u>
General Operating Fund	\$ 826,380	\$ 425,286
Capital Fund - General	1,490,256	2,761,233
Capital Reserve	161,273	154,467
Electric Utility Operating Fund	1,921,975	1,480,370
AREA	<u>1,643,413</u>	<u>2,065,885</u>
	<u>\$ 6,043,297</u>	<u>\$ 6,887,241</u>

7. Bank indebtedness

	<u>2024</u>	<u>2023</u>
General Operating Fund	\$ -	\$ -
Electric Utility Operating Fund	<u>158,161</u>	<u>210,898</u>
	<u>\$ 158,161</u>	<u>\$ 210,898</u>

8. Short Term Borrowings

As of March 31, 2024, the Town has \$5,654,725 (\$5,304,017 - 2023) in temporary financing at 6.55% interest (6.30% - \$5,304,017 2023). Subsequent to year end the Town secured long term debt of \$5,556,250 to pay off the short term borrowings.

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Town of Berwick
Notes to Consolidated Financial Statements
 -
March 31, 2024

9. Payables and accruals

	<u>2024</u>	<u>2023</u>
General Operating Fund	\$ 1,119,595	\$ 1,906,009
Electric Utility Operating Fund	1,022,266	913,055
AREA	<u>1,853,274</u>	<u>2,171,667</u>
	<u>\$ 3,995,135</u>	<u>\$ 4,990,731</u>

10. Inventory and Prepaid

	<u>2024</u>	<u>2023</u>
General Operating Fund - Prepaid	\$ 142,840	\$ 107,577
General Operating Fund - Inventory	599	2,909
Electric Utility Operating Fund- Prepaid	68,065	64,593
Electric Utility Operating Fund- Inventory	51,190	44,642
AREA - Prepaid and Inventory	<u>60,482</u>	<u>77,672</u>
	<u>\$ 323,176</u>	<u>\$ 297,393</u>

11. Tangible Capital Assets

	Cost <u>Opening</u>	<u>Additions</u>	<u>Disposals</u>	Write <u>Downs</u>	Cost <u>Closing</u>	<u>Amortization</u>	Accum <u>Amort</u>	Net Book <u>Value</u>
<u>General Capital</u>								
Land	\$ 729,844	\$ -	\$ -	\$ -	\$ 729,844	\$ -	\$ -	\$ 729,844
Buildings	5,932,503	2,190	-	-	5,934,693	145,193	1,623,785	4,310,908
Machinery & equipment	2,740,027	500,524	(97,307)	-	3,143,244	154,405	1,846,243	1,297,001
General office equip/ software	313,004	-	-	-	313,004	13,475	274,477	38,527
Parks and open space infrastructure	1,292,452	65,181	-	-	1,357,633	73,805	705,902	651,731
Vehicles	202,865	-	-	-	202,865	18,898	123,949	78,916
Streets	2,033,799	-	-	-	2,033,799	30,318	1,590,579	443,220
Sidewalks	1,305,008	38,672	-	-	1,343,680	45,217	763,677	580,003
Street lighting	261,746	28,892	-	-	290,638	6,451	212,903	77,735
Solar Garden	10,077,551	2,484,582	-	-	12,562,133	418,738	418,738	12,143,395
Sewer collection system	1,427,761	-	-	-	1,427,761	32,408	725,126	702,635
Storm water system	1,115,189	-	-	-	1,115,189	23,265	536,584	578,605
Sewage treatment plt.	<u>5,636,146</u>	<u>173,545</u>	<u>-</u>	<u>-</u>	<u>5,809,691</u>	<u>137,921</u>	<u>4,010,339</u>	<u>1,799,352</u>
	<u>33,067,895</u>	<u>3,293,586</u>	<u>(97,307)</u>	<u>-</u>	<u>36,264,174</u>	<u>1,100,094</u>	<u>12,832,302</u>	<u>23,431,872</u>

There are \$419,036 (2023 - \$10,270,590) of assets included above that are not being amortized as they are still under construction.

Electric Capital

Intangible assets	1,094	-	-	-	1,094	-	-	1,094
Power generation	2,948,434	-	-	-	2,948,434	61,710	1,025,898	1,922,536
Transmission line right of way	55,046	-	-	-	55,046	-	-	55,046
Substations	1,563,296	-	-	-	1,563,296	49,203	839,832	723,464
Distribution	3,998,398	493,327	-	-	4,491,725	136,204	3,102,086	1,389,639
General property	<u>1,283,022</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,283,022</u>	<u>73,190</u>	<u>896,536</u>	<u>386,486</u>
	<u>9,849,290</u>	<u>493,327</u>	<u>-</u>	<u>-</u>	<u>10,342,617</u>	<u>320,307</u>	<u>5,864,352</u>	<u>4,478,265</u>

There are \$258,157 of assets included above that are not being amortized as they are still under construction.

AREA (2023 restated
- note 23)

	<u>15,065,663</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>15,065,663</u>	<u>531,582</u>	<u>4,110,353</u>	<u>10,955,310</u>
	<u>\$ 57,982,848</u>	<u>\$ 3,786,913</u>	<u>\$ (97,307)</u>	<u>\$ -</u>	<u>\$ 61,672,454</u>	<u>\$ 1,951,983</u>	<u>\$ 22,807,007</u>	<u>\$ 38,865,447</u>

Town of Berwick Notes to Consolidated Financial Statements

March 31, 2024

12. Accumulated Surplus

	<u>2024</u>	<u>2023</u>
General operating fund	\$ -	\$ -
Capital fund (note 16)	16,463,836	14,675,959
Capital reserve fund	681,025	683,404
Operating reserve fund	1,372,882	1,184,565
Open Space reserve fund	22,150	15,400
Electric operating fund	205,509	263,337
Electric Capital (note 16)	3,564,419	3,310,566
Electric Depreciation fund (note 17)	146,049	319,069
PCB Disposal reserve fund	-	4,000
AREA operating	53,900	142,225
AREA Capital (note 16)	(746,902)	(747,458)
AREA Reserve	<u>270,000</u>	<u>270,000</u>
	<u>\$ 22,032,868</u>	<u>\$ 20,121,067</u>

13. Retired Clerk's Pension - Past Service Costs

Under provincial legislation, municipalities were required to have a defined benefit pension plan for a former municipal clerk for a benefit equal to 2% per year, times clerk's years of service to April 1, 1993, times the average of the final five years of salary, before actual retirement. The actuarial present value of accrued pension benefits attributed to services to April 1, 2019 is being funded to March 31, 2030. The unfunded amount of this liability at April 1, 2020 was \$65,700 based on an actuarial valuation of the pension plan done as at that date. Since then the municipality has made payments totaling \$23,720 which has reduced the unfunded amount to \$33,860 at March 31, 2024 (2023 - \$41,980). During the year contributions were made as follows \$8,120 (2023 - \$9,515)

14. Defined Contribution Pension Plan

The Town and Electric Commission have defined contribution pension plans for their employees. The total contribution to the employees defined contribution pension for the year ending March 31, 2024 was \$117,752 (2023 - \$102,739).

15. Cash - General Capital Reserve

\$558,508 (2023 - \$522,086) of the cash balance held in the general capital reserve fund and \$161,273 (2023 - \$154,467) of receivables relates to monies received or receivable from the Canada Community Building Fund and must be expended within the guidelines of that program.

Draft

Town of Berwick Notes to Consolidated Financial Statements

March 31, 2024

16. Investment in Capital Assets

	<u>2024</u>	<u>2023</u>
General Capital		
Balance, beginning of year	\$ 14,675,959	\$ 10,476,614
Add (Deduct):		
Long term debt retired	286,091	308,891
Grants for capital purposes:		
Province of Nova Scotia - ICIP grant	879,146	1,834,996
Federal ICIP grant	1,074,510	2,242,772
Restart Funds	-	50,023
Federal CCBF grant	177,055	61,265
Westfor Grant	39,199	-
FCM Grant	-	49,950
Federal Grants	4,455	-
Berwick Fire Commission	20,522	25,476
Berwick Fire Department	213,121	5,040
Beautification grant	4,179	9,949
SSGF Grant	95,364	-
Transfer from operating reserve	63,800	95,410
Transfer from capital reserve fund	30,727	226,497
Amortization	(1,100,094)	(703,080)
Disposal of property and equipment	(198)	(7,844)
Balance, end of year	<u>\$ 16,463,836</u>	<u>\$ 14,675,959</u>
Electric Capital		
Balance, beginning of year	\$ 3,310,566	\$ 3,415,644
Add (Deduct):		
Term debt retired	80,833	80,833
Transfer to Electric Depreciation fund	(320,307)	(279,494)
Assets Purchased	<u>493,327</u>	<u>93,583</u>
Balance, end of year	<u>3,564,419</u>	<u>3,310,566</u>
AREA		
Balance, beginning of year	(747,458)	(736,585)
Debt repayment	574,009	561,164
Asset retirement obligations	(41,871)	(40,455)
Amortization	<u>(531,582)</u>	<u>(531,582)</u>
Balance, end of year	<u>(746,902)</u>	<u>(747,458)</u>
Total	<u>\$ 19,281,353</u>	<u>\$ 17,239,066</u>

17. Electric Depreciation Fund

	<u>2024</u>	<u>2023</u>
Balance, beginning of year	\$ 319,069	\$ 133,158
Add (deduct):		
Depreciation	320,307	279,494
Capital assets purchased	<u>(493,327)</u>	<u>(93,583)</u>
Balance, end of year	<u>\$ 146,049</u>	<u>\$ 319,069</u>

Draft

Town of Berwick Notes to Consolidated Financial Statements

March 31, 2024

18. Commitments

The Town has commitments under property leases over the next year and are estimated as follows:

On June 14, 2022 Council approved a resolution to guarantee the Town's portion of bank indebtedness incurred by Valley Waste Resource Management Authority. (\$72,205 or 3.43% of \$2,105,100). As of March 31, 2024, \$1,731,210 of term financing is outstanding, the Town's guarantee is 2.74% to 3.43% or \$56,908.

On October 11, 2022 Council approved a resolution to guarantee the Town's portion of Kings Transit Electrification plan (\$597,500 is the town's 5% of \$11,950,000) and commit its share of the cost in the amount of \$289,868 out of \$3,555,950.

On June 17, 2014 Council approved a resolution to guarantee borrowing by Alternative Resource Energy Authority up to \$6,480,000 towards the construction of a wind farm facility. The Town's share of the loan as of March 31, 2024 is \$4,663,190.

On February 17, 2017 Council approved a resolution to guarantee borrowing by Alternative Resource Energy Authority up to \$4,340,000 towards phase 2 of the construction of a wind farm facility. The Town's share of the loan as of March 31, 2024 is \$3,183,180.

On September 13, 2016 Council approved a resolution to guarantee borrowing by Alternative Resource Energy Authority up to \$3,915,000 towards phase three of the construction of a wind farm facility. The Town's share of the loan as of March 31, 2024 is \$2,261,650.

The Town has entered into a contract to construct a fire truck. The remaining obligation of the contract once the fire truck is completed is \$262,525.

19. Deferred Revenue

	<u>2024</u>	<u>2023</u>
Restart funding - Province of Nova Scotia	\$ 220,733	\$ 310,694
Municipal Capital Growth Program -Province of Nova Scotia	1,141,330	-
Sustainable Services Growth -Province of Nova Scotia	231,055	326,419
Accessible Grant - Government of Canada	42,619	44,809
Recreation - after school program	910	-
Apple Fund	7,031	7,587
AREA	12,178	-
	<u>\$ 1,655,856</u>	<u>\$ 689,509</u>

20. Remuneration and Expenses

The total remuneration and expenses paid to the Mayor, Council and Chief Administration Officer are as follows:

	Wages	Expenses	<u>2024</u>	<u>2023</u>
Council members				
D. Clarke (Mayor)	\$ 22,844	\$ 3,075	\$ 25,919	\$ 26,022
D. Jamieson	10,678	1,844	12,522	12,238
M. Trinacty	11,736	2,612	14,348	13,352
T. Walsh	10,678	1,545	12,223	11,760
A. Lutz	10,678	1,638	12,316	10,449
R. Reeves	10,678	-	10,678	10,449
C. Goddard	10,678	1,614	12,292	10,449
Jen Boyd, CAO	<u>125,808</u>	<u>3,627</u>	<u>129,435</u>	<u>119,499</u>
	<u>\$ 213,778</u>	<u>\$ 15,955</u>	<u>\$ 229,733</u>	<u>\$ 214,218</u>

Town of Berwick Notes to Consolidated Financial Statements

March 31, 2024

21. Government Partnership - Alternative Resource Energy Authority

Alternative Resource Energy Authority (AREA) is an Intermunicipal Authority incorporated in July 2013 and is owned by the Towns of Antigonish, Berwick and Mahone Bay. The Town of Antigonish receives 63% of the power generated. The Town of Berwick receives 27% and the remaining 10% of power is received by the Town of Mahone Bay. The revenue, expenses, assets and liabilities are shared between the municipalities based on the each municipalities share of the power generated. The Town has proportionately consolidated it's ownership of AREA into it's consolidated financial statements.

The Town owns 27% of AREA and the following the financial information for the fiscal years 2024 and 2023 as per their audited financial statements.

Summary of AREA Financial information

March 31, 2024

Consolidated Statement of Financial Position

	<u>2024</u>	<u>2023</u>
Financial Assets	\$ <u>7,884,703</u>	\$ <u>9,282,285</u>
Liabilities		
Asset Retirement Obligation	4,585,900	4,430,821
Long-Term Debt	38,755,630	40,881,590
Other liabilities	<u>6,909,081</u>	<u>8,043,210</u>
	<u>50,250,611</u>	<u>53,355,621</u>
Non-Financial Assets		
Tangible capital assets	40,575,222	42,544,044
Prepaid and Inventory expenses	<u>224,008</u>	<u>287,682</u>
	<u>40,799,230</u>	<u>42,831,726</u>
Accumulated Surplus (Deficit)	\$ <u><u>(1,566,678)</u></u>	\$ <u><u>(1,241,610)</u></u>

Consolidated Statement of Operations

Revenues	\$ 20,434,953	\$ 30,553,563
Expenses	<u>20,233,263</u>	<u>29,969,712</u>
Annual Surplus	\$ <u><u>201,690</u></u>	\$ <u><u>583,851</u></u>

Included in total revenue is power sold to the Berwick Electric Utility in the amount of \$1,573,184 (2023 \$2,884,642). These revenues were not eliminated in the consolidation.

22. Comparative Figures

The comparative figures have been restated for the financial statement presentation adopted in the current year.

Draft

Town of Berwick Notes to Consolidated Financial Statements

March 31, 2024

23. Restatement

During the year a consultant was hired to calculate the cost of decommissioning AREA's wind farm. The estimated cost of decommissioning is \$4,585,900 based on costs in 2024. The asset retirement obligation was set up as of April 1, 2022 at \$4,280,986. The discount rate used was 3.50%. The decommissioning report also estimated the recovery cost of the scrap metals in the turbines and equipment based on 2024 market rates (\$4,893,000). The residual value of \$4,531,437 for the turbines and \$196,099 for electrical equipment was added to the tangible capital asset calculation of the amortization. As the Town owns 27% of AREA, the effect on the Town's prior year consolidated statements is an increase in asset retirement obligation of \$1,196,322, increase in tangible capital assets of \$1,165,178, prior year expenses increased by \$31,143 for the net effect of the changes to amortization and accretion expense.

Town of Berwick
Notes to Consolidated Financial Statements
Schedule of Capital Debt Charges and Term Debt
March 31, 2024

	Balance April 1	Issue	Redeemed	Balance March 31	Interest	Interest Rate	
<u>Due</u>	<u>2023</u>			<u>2024</u>			
Town Hall							
Debenture - Nova Scotia Municipal Finance Corporation	2032	\$ 1,800,000	-	\$ 120,000	\$ 1,680,000	\$ 49,382	2.059 - 3.209%
Debenture - Nova Scotia Municipal Finance Corporation	2035	66,734	-	5,133	61,601	1,128	0.859-2.378%
Sewer							
Debenture - Nova Scotia Municipal Finance Corporation	2026	54,281	-	6,031	48,250	2,073	3.826 - 4.026%
Debenture - Nova Scotia Municipal Finance Corporation	2023	25,900	-	25,900	-	585	3.614%
Debenture - Nova Scotia Municipal Finance Corporation	2032	60,000	-	6,000	54,000	1,506	2.059 - 3.209%
Debenture - Nova Scotia Municipal Finance Corporation	2035	18,600	-	6,200	12,400	163	0.955-2.378%
Fire department							
Debenture - Nova Scotia Municipal Finance Corporation	2024	407,750	-	58,250	349,500	20,269	5.534 - 5.644%
Debenture - Nova Scotia Municipal Finance Corporation	2035	177,666	-	13,667	163,999	3,002	0.955-2.378%
Public Works							
Debenture - Nova Scotia Municipal Finance Corporation	2026	84,544	-	9,394	75,150	3,228	3.826-4.026%
Debenture - Nova Scotia Municipal Finance Corporation	2033	-	247,250	-	247,250	5,507	0-5.46%
Debenture - Nova Scotia Municipal Finance Corporation	2035	108,334	-	8,333	100,001	1,831	0.955-2.378%
Administration							
Debenture - Nova Scotia Municipal Finance Corporation	2026	36,137	-	9,033	27,105	1,286	3.826-4.026%
Debenture - Nova Scotia Municipal Finance Corporation	2034	<u>308,550</u>	<u>-</u>	<u>18,150</u>	<u>290,400</u>	<u>8,176</u>	<u>2.131-3.048%</u>
		<u>\$ 3,148,496</u>	<u>\$ 247,250</u>	<u>\$ 286,091</u>	<u>\$ 3,109,656</u>	<u>\$ 98,136</u>	

Town of Berwick
Electric Utility
Notes to Consolidated Financial Statements
Schedule of Capital Debt Charges and Term Debt
March 31, 2024

	Due	2023	Issue	Redeemed	Balance March 31 2024	Interest	Interest Rate
		Balance April 1			Balance March 31 2024		
Debtenture - Nova Scotia Municipal Finance Corporation	2024	\$ 133,000	-	\$ 19,000	\$ 114,000	\$ 6,611	5.534 - 5.644%
Debtenture - Nova Scotia Municipal Finance Corporation	2032	150,000	-	15,000	135,000	3,766	2.059 - 3.209%
Debtenture - Nova Scotia Municipal Finance Corporation	2033	231,000	-	21,000	210,000	7,035	2.884 - 3.501%
Debtenture - Nova Scotia Municipal Finance Corporation	2035	315,000	-	17,500	297,500	5,925	0.955-2.378%
Debtenture - Nova Scotia Municipal Finance Corporation	2036	241,667	-	8,333	233,334	5,754	0.565 - 2.809%
		<u>\$ 1,070,667</u>	<u>\$ -</u>	<u>\$ 80,833</u>	<u>\$ 989,834</u>	<u>\$ 29,091</u>	

Balance
April 1

Balance
March 31

Interest

	Due	2023	Issue	Redeemed	Balance March 31 2024	Interest	Interest Rate
Alternative Resource Energy Authority	2032	\$ 11,038,029	\$ -	\$ 574,009	\$ 10,464,020	\$ 339,538	1.15-3.501%
Total		<u>\$ 15,257,192</u>	<u>\$ 247,250</u>	<u>\$ 940,933</u>	<u>\$ 14,563,510</u>	<u>\$ 466,765</u>	

Principal repayments required during the next five years are as follows:

	General Capital	Electric Utility	AREA	Total
2025	\$ 576,166	\$ 175,833	\$ 587,999	\$ 1,339,998
2026	226,666	61,833	603,646	892,145
2027	297,596	61,833	620,568	979,997
2028	196,008	61,833	638,726	896,567
2029	196,008	61,833	657,929	915,770
Thereafter	<u>1,617,211</u>	<u>566,669</u>	<u>7,355,152</u>	<u>9,539,032</u>
	<u>\$ 3,109,655</u>	<u>\$ 989,834</u>	<u>\$ 10,464,020</u>	<u>\$ 14,563,509</u>

Draft

Draft

Morse Brewster Lake

Chartered Professional Accountants

P.O. Box 718
158 Commercial Street
Berwick, NS
B0P 1E0
Tel: (902) 538-8531
Fax: (902) 538-7610
Email: info@mblcpa.ca

Auditors' Report on Supplemental Financial Information

**To the Mayor and Councillors of
Town of Berwick**

Our audit was conducted for the purpose of forming an opinion on the consolidated financial statements taken as a whole. The supplementary information included in the Schedules is presented for purposes of additional analysis and is not a required part of the consolidated financial statements. Such supplementary information has been subjected to the auditing procedures applied in the audit of the consolidated financial statements and, in our opinion, is fairly stated in all material respects in relation to the consolidated financial statements taken as a whole.

Berwick, Nova Scotia
Date

Morse Brewster Lake

Chartered Professional Accountants
Registered Municipal Auditor

Draft

Town of Berwick General Section Statement of Operations

Year Ended March 31, 2024

	Page	2024 <u>Budget</u>	2024 <u>Actual</u>	2023 <u>Actual</u>
Revenue				
Taxation	26	\$ 4,572,610	\$ 4,685,207	\$ 4,250,403
Less: School Board requisition		<u>(583,099)</u>	<u>(584,136)</u>	<u>(569,337)</u>
		3,989,511	4,101,071	3,681,066
Grants in lieu of taxes	26	33,089	45,264	32,843
Sale of services	26	820,037	811,671	705,915
Revenue from own sources	27	278,431	482,013	423,913
Unconditional transfers from other governments	27	249,559	259,355	252,312
Conditional transfers from governments and agencies	27	<u>80,361</u>	<u>80,361</u>	<u>10,171</u>
		<u>5,450,988</u>	<u>5,779,735</u>	<u>5,106,220</u>
Expenditures				
General government services				
Legislative services	28	148,667	148,596	134,589
Administrative services	28	995,888	1,165,750	938,913
Protective services				
Police services	29	779,063	807,686	761,792
Fire services	29	253,724	227,875	239,255
Other services	29	38,986	39,982	7,981
Transportation services	30	1,181,345	1,097,388	980,391
Environmental health services	30	723,237	624,521	680,596
Economic Development	31	230,479	342,404	269,708
Recreation and cultural services	31	541,698	539,999	498,391
Fiscal services	32	<u>230,493</u>	<u>261,762</u>	<u>220,716</u>
		<u>5,123,580</u>	<u>5,255,963</u>	<u>4,732,332</u>
Net Revenue over Expenditures		327,408	523,772	373,888
Debt principal installments		(286,091)	(286,091)	(308,891)
Transfers (to) from:				
Operating reserve fund		<u>17,150</u>	<u>(237,681)</u>	<u>(64,997)</u>
Change in Fund Balance		<u>\$ 58,467</u>	<u>\$ -</u>	<u>\$ -</u>

Draft

**Town of Berwick
General Section
Operating Fund
Statement of Financial Position**

March 31, 2024

	<u>2024</u>	<u>2023</u>
Assets		
Current		
Cash	\$ 996,241	\$ 629,798
Taxes receivable (net of allowance - note 5) (note 4)	128,913	82,005
Accounts receivable	826,380	425,286
Inventory	599	2,909
HST rebate	238,769	324,001
Due from capital reserve	-	25,250
Due from Berwick electric operating	558,112	-
Due from general capital fund	-	1,517,873
Prepaid expenses	<u>142,840</u>	<u>107,577</u>
	2,891,854	3,114,699
Deferred pension charge (note 13)	<u>33,860</u>	<u>41,980</u>
	<u>\$2,925,714</u>	<u>\$3,156,679</u>
Liabilities		
Current		
Payables and accruals	\$1,119,593	\$1,906,009
Due to Berwick electric operating	-	110,172
Due to operating reserve	710,719	409,010
Deferred revenue	<u>228,674</u>	<u>689,508</u>
	2,058,986	3,114,699
Due to the general capital fund	832,868	-
Unfunded pension liability (note 13)	<u>33,860</u>	<u>41,980</u>
	<u>2,925,714</u>	<u>3,156,679</u>
Surplus		
Operating Surplus	<u>-</u>	<u>-</u>
	<u>\$2,925,714</u>	<u>\$3,156,679</u>

On Behalf of the Town of Berwick

_____, Mayor _____, Clerk

Draft

**Town of Berwick
General Section
Capital Fund
Statement of Financial Position**

March 31, 2024

	<u>2024</u>	<u>2023</u>
Assets		
Current		
Accounts receivable	\$ 1,490,256	\$ 2,761,233
Due from general operating fund	<u>832,867</u>	<u>-</u>
	2,323,123	2,761,233
Equity in assets of		
Valley Waste-Resource Management	253,863	253,863
Due from reserve fund	634,362	383,171
Tangible capital assets (note 11)	<u>23,431,872</u>	<u>21,248,079</u>
	<u>\$26,643,220</u>	<u>\$24,646,346</u>
Liabilities		
Current		
Short term borrowings (note 8)	\$ 5,654,725	\$ 5,304,017
Deferred Capital Grants	1,415,003	-
Due to general operating fund	<u>-</u>	<u>1,517,874</u>
	7,069,728	6,821,891
Long Term Debt (page 19)		
Debentures issued to Province of Nova Scotia or its agencies:		
Nova Scotia Municipal Finance Corporation	<u>3,109,656</u>	<u>3,148,496</u>
	<u>10,179,384</u>	<u>9,970,387</u>
Equity		
Investment in Capital Assets (page 24)	<u>16,463,836</u>	<u>14,675,959</u>
	<u>\$26,643,220</u>	<u>\$24,646,346</u>

On Behalf of the Town of Berwick

_____, Mayor _____, Clerk

Draft

**Town of Berwick
General Section
Statement of Investments in Capital Assets**

March 31, 2024

	<u>2024</u>	<u>2023</u>
Balance, beginning of year	\$ 14,675,959	\$ 10,476,614
Add (Deduct):		
Long term debt retired	286,091	308,891
Grants for capital purposes:		
Province of Nova Scotia ICIP grant	879,146	1,834,996
Federal ICIP grant	1,074,510	2,242,772
Federal CCBF grant	177,055	61,265
FCM Grant	-	49,950
Beautification Grant	4,179	9,949
Westfor Grant	39,199	-
ACOA	2,265	-
Federal Grant	2,190	-
Berwick & District Fire Commission	20,522	25,476
Berwick Fire Department	213,121	5,040
Restart Funds	-	50,023
SSGF Funding	95,364	-
Transfer from operating reserve	63,800	95,410
Transfer from capital reserve fund	30,727	226,497
Amortization	(1,100,094)	(703,080)
Disposal of property and equipment	<u>(198)</u>	<u>(7,844)</u>
Balance, end of year	<u>\$ 16,463,836</u>	<u>\$ 14,675,959</u>

Draft

**Town of Berwick
General Section
Schedules to Statement of Operations**

Year Ended March 31, 2024

	<u>2024 Budget</u>	<u>2024 Actual</u>	<u>2023 Actual</u>
Taxation			
Residential	\$ 2,858,091	\$ 2,858,463	\$ 2,488,091
Commercial	<u>1,072,219</u>	<u>1,073,523</u>	<u>1,001,618</u>
	<u>3,930,310</u>	<u>3,931,986</u>	<u>3,489,709</u>
Resource	19,374	19,252	18,816
Deed transfer tax	85,000	144,079	184,313
Sewer:			
Residential	207,552	206,429	204,501
Commercial	<u>330,374</u>	<u>383,461</u>	<u>353,064</u>
	<u>642,300</u>	<u>753,221</u>	<u>760,694</u>
	<u>\$ 4,572,610</u>	<u>\$ 4,685,207</u>	<u>\$ 4,250,403</u>
Grants in Lieu of Taxes			
Federal government agencies	\$ 6,864	\$ 7,076	\$ 6,887
HST recovery	15,000	27,442	14,730
Aliant Telecom Incorporated	<u>11,225</u>	<u>10,746</u>	<u>11,226</u>
	<u>\$ 33,089</u>	<u>\$ 45,264</u>	<u>\$ 32,843</u>
Sales of Services			
Fire protection - Kings County	\$ 152,235	\$ 159,665	\$ 151,800
Sewer service fees	36,809	36,817	26,000
Administration fee	283,547	282,648	204,250
Recreation program revenue	207,734	222,326	230,005
Fitness Centre	<u>139,712</u>	<u>110,215</u>	<u>93,860</u>
	<u>\$ 820,037</u>	<u>\$ 811,671</u>	<u>\$ 705,915</u>

Draft

**Town of Berwick
General Section
Schedules to Statement of Operations**

Year Ended March 31, 2024

	<u>2024 Budget</u>	<u>2024 Actual</u>	<u>2023 Actual</u>
Revenue from Own Sources			
Facility rental	\$ 60,946	\$ 83,515	\$ 70,819
PACE program	5,000	1,220	4,089
Alternative Resource Energy Authority	162,000	142,225	245,375
Solar Garden - electricity	-	91,812	-
Fines	500	1,277	389
Interest on investments	2,000	79,832	39,179
Interest on taxes	14,000	30,544	20,834
Planning services	8,000	22,483	11,139
By-law administration fees	2,500	2,268	2,675
Miscellaneous	<u>23,485</u>	<u>26,837</u>	<u>29,414</u>
	<u>\$ 278,431</u>	<u>\$ 482,013</u>	<u>\$ 423,913</u>
Unconditional Transfers from Other Governments			
Provincial government			
Equalization grant	\$ 221,479	\$ 231,479	\$ 211,479
Farm property acreage	1,460	1,462	1,460
Other	<u>5,000</u>	<u>6,175</u>	<u>15,497</u>
	<u>227,939</u>	<u>239,116</u>	<u>228,436</u>
Federal government	<u>4,000</u>	<u>4,619</u>	<u>8,256</u>
Local government	<u>17,620</u>	<u>15,620</u>	<u>15,620</u>
	<u>\$ 249,559</u>	<u>\$ 259,355</u>	<u>\$ 252,312</u>
Conditional Transfers from Other Governments			
Provincial government	<u>\$ 80,361</u>	<u>\$ 80,361</u>	<u>\$ 10,171</u>

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**Town of Berwick
General Section
Schedules to Statement of Operations**

Year Ended March 31, 2024

	<u>2024 Budget</u>	<u>2024 Actual</u>	<u>2023 Actual</u>
General Government Services			
Legislative			
Honorarium	\$ 90,169	\$ 89,743	\$ 87,716
Legislative Grants to organizations	45,198	40,299	33,013
Legislative expenses	<u>13,300</u>	<u>18,554</u>	<u>13,860</u>
	<u>\$ 148,667</u>	<u>\$ 148,596</u>	<u>\$ 134,589</u>
Chief Administrative Office			
Salaries and benefits	\$ 160,065	\$ 153,658	\$ 158,246
Travel and conferences	4,000	4,162	4,040
Legal and professional fees	5,000	22,916	2,073
Advertising	500	2,536	5,394
Communication expense	1,100	1,370	1,869
Office and supplies	<u>300</u>	<u>82</u>	<u>417</u>
	<u>170,965</u>	<u>184,724</u>	<u>172,039</u>
Administration			
Salaries and benefits	408,666	481,387	344,949
Travel and conferences	5,100	8,429	4,467
Office and equipment expense	20,100	25,701	23,535
Liability insurance	21,420	25,869	23,770
Tax sale expenses	1,000	-	-
Bad debts	10,000	-	-
Postage	15,000	9,716	16,852
Communication expense	2,580	2,630	3,398
Audit	8,000	38,300	18,250
Bank fees and interest charges	<u>14,000</u>	<u>19,864</u>	<u>37,755</u>
	<u>505,866</u>	<u>611,896</u>	<u>472,976</u>
Tax appeals and exemptions	135,000	137,676	127,501
Information technology	86,850	118,105	60,299
Utilities and maintenance of			
Town Hall, Annex and vacant building	<u>97,207</u>	<u>113,349</u>	<u>106,098</u>
	<u>\$ 995,888</u>	<u>\$1,165,750</u>	<u>\$ 938,913</u>

Draft

**Town of Berwick
General Section
Schedules to Statement of Operations**

Year Ended March 31, 2024

	<u>2024 Budget</u>	<u>2024 Actual</u>	<u>2023 Actual</u>
Protective Services			
Police protection			
RCMP services	\$ <u>779,063</u>	\$ <u>807,686</u>	\$ <u>761,792</u>
Fire protection			
Honorarium	12,000	10,150	10,150
Utilities and maintenance of fire hall	86,027	95,814	101,347
Clothing and safety equipment	-	88	680
Vehicle expenses	61,199	48,971	50,911
Training and conferences	10,770	6,582	8,414
Dues and fees	1,000	1,564	655
Office supplies	2,000	2,088	1,225
Workers Compensation	7,608	4,716	7,258
Operational materials and supplies	46,960	37,245	42,921
Communication expense	<u>26,160</u>	<u>20,657</u>	<u>15,694</u>
	<u>253,724</u>	<u>227,875</u>	<u>239,255</u>
Emergency measures	8,050	8,247	7,523
By-Law services	30,936	31,735	458
	<u>38,986</u>	<u>39,982</u>	<u>7,981</u>
	<u>\$1,071,773</u>	<u>\$1,075,543</u>	<u>\$1,009,028</u>

Draft

Town of Berwick
General Section
Schedules to Statement of Operations
Year Ended March 31, 2024

	<u>2024</u> <u>Budget</u>	<u>2024</u> <u>Actual</u>	<u>2023</u> <u>Actual</u>
Transportation Services			
Administration			
Salaries and benefits	\$ 147,509	\$ 59,439	\$ 72,633
Travel and conferences	6,528	18,295	9,081
Advertising	500	202	1,057
Office supplies and expense	-	-	69
Communication expense	6,570	6,118	5,213
Utilities and maintenance of			
Public Works building	25,952	28,278	38,295
Vehicle and equipment expense	83,035	84,238	104,953
General operations			
Salaries and benefits	403,143	393,817	349,502
Operational materials and supplies	278,500	313,119	255,600
Contracted services	2,500	2,230	1,564
Crosswalk guard expense	22,481	33,692	7,958
Roads and streets			
Street lighting	95,043	70,386	61,445
Kings Point to Point	5,400	5,255	5,039
Kings Transit services	<u>104,184</u>	<u>82,319</u>	<u>67,982</u>
	<u>\$1,181,345</u>	<u>\$1,097,388</u>	<u>\$ 980,391</u>
Environmental Health Services			
Administration			
Salaries and benefits	\$ 51,556	\$ 25,293	\$ 22,961
Travel and courses	5,200	5,816	4,118
Office and communication expense	3,524	4,078	2,319
Administration fees	36,809	36,817	26,000
Sewer collections			
Salaries and benefits	9,346	9,521	8,033
Power	39,283	30,546	26,855
Insurance	387	360	305
Repairs and maintenance	45,000	45,756	76,781
Sewer treatment			
Salaries and benefits	74,769	68,955	73,447
Power	121,421	108,166	110,048
Repairs and maintenance	86,038	79,336	84,284
Sampling	20,800	29,997	33,008
Solid waste disposal	<u>229,104</u>	<u>179,880</u>	<u>212,437</u>
	<u>\$ 723,237</u>	<u>\$ 624,521</u>	<u>\$ 680,596</u>

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Town of Berwick
General Section
Schedules to Statement of Operations
Year Ended March 31, 2024

	<u>2024</u> <u>Budget</u>	<u>2024</u> <u>Actual</u>	<u>2023</u> <u>Actual</u>
Economic Development			
Tourism			
Salaries and benefits	\$ 10,548	\$ 9,470	\$ 3,341
Office and operational supplies	-	267	-
Communication and utility expense	<u>893</u>	<u>761</u>	<u>2,019</u>
	<u>11,441</u>	<u>10,498</u>	<u>5,360</u>
Planning and Development			
Salaries and benefits	37,455	35,083	26,246
Office supplies	1,100	275	31
Advertising	3,000	5,254	4,799
Contracted services	<u>126,500</u>	<u>206,054</u>	<u>155,454</u>
	<u>168,055</u>	<u>246,666</u>	<u>186,530</u>
Economic development expenses			
Salaries and benefits	38,433	58,295	48,772
Marketing and community development	9,800	13,978	24,012
Solar Garden expenses	-	9,143	-
Office and operational supplies	1,370	2,427	2,905
Travel and courses	<u>1,380</u>	<u>1,397</u>	<u>2,129</u>
	<u>50,983</u>	<u>76,097</u>	<u>77,818</u>
	<u>\$ 230,479</u>	<u>\$ 342,404</u>	<u>\$ 269,708</u>
Recreational and Cultural Services			
Administration			
Salaries and benefits	\$ 132,484	\$ 127,877	\$ 111,080
Travel and courses	5,950	4,926	1,773
Office supplies and postage	100	51	244
Advertising	-	32	797
Dues and subscriptions	1,400	1,372	3,549
Communication expense	540	670	1,641
Community events	26,620	32,933	15,870
Building expense	14,800	13,831	9,539
Parks and playgrounds			
Salaries and benefits	29,055	33,585	36,485
Insurance	5,511	5,585	4,631
Power	1,456	5,865	5,144
Vehicle expense	6,824	11,219	7,201
Operational material and supplies	26,188	15,812	23,174
Recreation programs			
Salaries and benefits	122,405	108,310	109,978
Program material and supplies	9,830	9,304	13,948
Fitness Centre			
Salaries and benefits	117,521	129,014	120,655
Advertising	250	458	364
Operational material and supplies	18,950	20,117	11,913
Utilities and maintenance	<u>21,814</u>	<u>19,038</u>	<u>20,405</u>
	<u>\$ 541,698</u>	<u>\$ 539,999</u>	<u>\$ 498,391</u>

Draft

Town of Berwick
General Section
Schedules to Statement of Operations
Year Ended March 31, 2024

	<u>2024</u> <u>Budget</u>	<u>2024</u> <u>Actual</u>	<u>2023</u> <u>Actual</u>
Fiscal Services			
Debt charges			
Interest on short term debt	\$ -	\$ 46,781	\$ -
Interest on long term debt	95,655	98,133	99,457
Debt issuance costs	-	1,675	-
Unconditional transfers to other government and agencies			
Valley Community Fibre Network Authority	3,200	1,452	3,204
Valley Regional Enterprise Network	14,100	13,631	14,865
Conditional transfers to other governments and agencies			
Assessment services	31,138	23,353	38,800
Correctional services	29,000	28,854	28,549
Public Health and Welfare Services			
Deficit Annapolis Valley Housing Authority	40,000	30,483	18,441
Recreation and Cultural Services			
Regional library	<u>17,400</u>	<u>17,400</u>	<u>17,400</u>
	<u>\$ 230,493</u>	<u>\$ 261,762</u>	<u>\$ 220,716</u>

Draft

Town of Berwick Electric Utility Statement of Operations

Year Ended March 31, 2024

	<u>2024 Budget</u>	<u>2024 Actual</u>	<u>2023 Actual</u>
Revenue			
Operating			
Domestic power	\$ 2,926,614	\$ 3,087,181	\$ 2,734,080
Industrial power	1,637,692	1,631,349	1,454,520
General service power	1,290,874	1,323,506	1,228,157
Yard lighting sales	35,818	30,630	31,595
Connection fees	3,000	2,900	4,240
Wiring permit fees	14,000	12,395	22,511
Energy credits	20,000	45,878	15,665
Municipal street lighting	<u>56,747</u>	<u>59,951</u>	<u>54,708</u>
	5,984,745	6,193,790	5,545,476
Non-operating			
Interest on overdue accounts	19,400	18,621	23,877
Miscellaneous	<u>52,170</u>	<u>142,957</u>	<u>59,079</u>
	<u>6,056,315</u>	<u>6,355,368</u>	<u>5,628,432</u>
Operating Expenditures			
Production expenses (page 37)	5,106,802	4,992,061	4,356,914
Distribution expenses (page 37)	441,018	497,152	504,461
General expenses (page 37)	540,698	468,175	342,456
Depreciation	<u>350,000</u>	<u>320,307</u>	<u>279,494</u>
	<u>6,438,518</u>	<u>6,277,695</u>	<u>5,483,325</u>
Operating profit (loss)	<u>(382,203)</u>	<u>77,673</u>	<u>145,107</u>
Non-Operating Expenditures			
Short term interest	30,000	25,097	1,000
Interest on debentures	<u>30,109</u>	<u>29,571</u>	<u>31,616</u>
	<u>60,109</u>	<u>54,668</u>	<u>32,616</u>
Other Expenditures			
Bonds retired	<u>80,833</u>	<u>80,833</u>	<u>80,833</u>
	<u>80,833</u>	<u>80,833</u>	<u>80,833</u>
Operating Surplus (Deficit) For The Year	(523,145)	(57,828)	31,658
	<u>\$ (523,145)</u>	(57,828)	31,658
Surplus, beginning of year		<u>263,337</u>	<u>231,679</u>
Surplus, end of year		<u>\$ 205,509</u>	<u>\$ 263,337</u>

Draft

**Town of Berwick
Electric Utility
Capital Fund
Statement of Financial Position**

March 31, 2024

	<u>2024</u>	<u>2023</u>
Assets		
Utility plant in service (note 11)	\$ 10,342,617	\$ 9,849,290
Due from operating fund	<u>222,037</u>	<u>395,057</u>
	<u>\$ 10,564,654</u>	<u>\$ 10,244,347</u>
Liabilities		
Current		
Long Term Debt (page 20)		
5.059-5.644% debenture due June 1, 2024	\$ 114,000	\$ 133,000
1.35-3.209% debenture due May 9, 2032	135,000	150,000
0.678-2.378% debenture due July 2035	297,500	315,000
2.367-3.501% debenture due May 30, 2033	210,000	231,000
0.4 - 2.809% debenture due May 28, 2036	<u>233,334</u>	<u>241,667</u>
	<u>989,834</u>	<u>1,070,667</u>
Accumulated allowance for depreciation (note 11)	<u>5,864,352</u>	<u>5,544,045</u>
	6,854,186	6,614,712
Equity		
Depreciation Fund (Page 34)	146,049	319,069
Investment in Capital Assets (page 3)	<u>3,564,419</u>	<u>3,310,566</u>
	3,710,468	3,629,635
	<u>\$ 10,564,654</u>	<u>\$ 10,244,347</u>

On Behalf of the Town of Berwick

_____, Mayor _____, Clerk

Draft

Town of Berwick
Electric Utility
Statement of Investment in Capital Assets

March 31, 2024

	<u>2024</u>	<u>2023</u>
Balance, beginning of year	\$ 3,310,566	\$ 3,415,644
Add (Deduct):		
Term debt retired	80,833	80,833
Transfer to depreciation fund	(320,307)	(279,494)
Capital additions	<u>493,327</u>	<u>93,583</u>
Balance, end of year	<u>\$ 3,564,419</u>	<u>\$ 3,310,566</u>

Electric Utility
Statement of Depreciation Fund

March 31, 2024

Balance, beginning of year	\$ 319,069	\$ 133,158
Add (deduct):		
Depreciation	320,307	279,494
Capital assets purchased	<u>(493,327)</u>	<u>(93,583)</u>
Balance, end of year	<u>\$ 146,049</u>	<u>\$ 319,069</u>

Draft

Town of Berwick
Electric Utility
Schedule to Statement of Operations
Year Ended March 31, 2024

	<u>2024</u> <u>Budget</u>	<u>2024</u> <u>Actual</u>	<u>2023</u> <u>Actual</u>
Production expenses			
Salaries and benefits	\$ 79,236	\$ 71,199	\$ 85,221
Communications	4,528	2,320	3,920
Materials and supplies	4,000	5,780	4,123
Facility expenses	20,840	8,966	57,064
Vehicle expenses	12,225	31,326	16,131
Power purchases	<u>4,985,973</u>	<u>4,872,470</u>	<u>4,190,455</u>
	<u>\$ 5,106,802</u>	<u>\$ 4,992,061</u>	<u>\$ 4,356,914</u>
Distribution expenses			
Salaries and benefits	\$ 339,098	\$ 356,279	\$ 363,794
Property insurance and taxes	6,000	17,396	10,460
Supplies and equipment maintenance	18,000	60,693	29,873
Clothing and safety equipment	2,100	1,593	935
Tree management	40,140	25,092	58,696
Facility expenses	7,180	10,060	8,971
Vehicle expenses	<u>28,500</u>	<u>26,039</u>	<u>31,732</u>
	<u>\$ 441,018</u>	<u>\$ 497,152</u>	<u>\$ 504,461</u>
General expenses			
Salaries and benefits	\$ 38,428	\$ 24,875	\$ 38,417
Administration fee	283,770	282,648	204,250
Travel and conference	1,250	4,367	182
Office and operational expenses	17,970	33,216	3,812
Communication expense	3,840	6,088	5,857
Liability insurance	34,000	33,781	28,405
Professional fees	127,000	72,460	60,686
Uncollectible bills (recovery)	26,440	342	(1,553)
Honorariums	2,400	600	2,400
Licenses and permits	<u>5,600</u>	<u>9,798</u>	<u>-</u>
	<u>\$ 540,698</u>	<u>\$ 468,175</u>	<u>\$ 342,456</u>

Draft

Town of Berwick
Capital Reserve Fund
Statement of Financial Position

March 31, 2024

	<u>2024</u>	<u>2023</u>
Assets		
Cash	\$ 1,013,159	\$ 937,358
Accounts receivable	161,273	154,467
Due from operating	<u>140,955</u>	<u>-</u>
	<u>\$ 1,315,387</u>	<u>\$ 1,091,825</u>
Liabilities		
Due to general capital	\$ 634,362	\$ 383,171
Due to operating	<u>-</u>	<u>25,250</u>
	634,362	408,421
Reserve	<u>681,025</u>	<u>683,404</u>
	<u>\$ 1,315,387</u>	<u>\$ 1,091,825</u>
Balance, beginning of year	\$ 683,404	\$ 798,464
Add (Deduct):		
Transfer to capital fund	(207,782)	(287,762)
Interest	44,130	13,713
Canada-Nova Scotia Federal Gas Tax	161,273	154,467
Proceeds on disposal of assets	<u>-</u>	<u>4,522</u>
Balance, end of year	<u>\$ 681,025</u>	<u>\$ 683,404</u>

On Behalf of the Town of Berwick

_____, Mayor _____, Clerk

Draft

Town of Berwick
Operating Reserve Fund
Statement of Financial Position
March 31, 2024

	<u>2024</u>	<u>2023</u>
Assets		
Cash	\$ 803,118	\$ 775,555
Due from operating	<u>569,764</u>	<u>409,010</u>
	<u>\$ 1,372,882</u>	<u>\$ 1,184,565</u>
Reserve		
Balance, beginning of year	\$1,184,565	\$1,214,978
Add (Deduct):		
Contributions from operating	237,681	64,997
Interest	14,436	-
Transfer to capital fund	<u>(63,800)</u>	<u>(95,410)</u>
Balance, end of year	<u>\$1,372,882</u>	<u>\$1,184,565</u>

On Behalf of the Town of Berwick

_____, Mayor _____, Clerk

Draft

Town of Berwick
Open Space Reserve Fund
Statement of Financial Position
March 31, 2024

		<u>2024</u>	<u>2023</u>
	Assets		
Cash		\$ <u>22,150</u>	\$ <u>15,400</u>
	Reserve		
Balance, beginning of year		\$ 15,400	\$ -
Add (deduct):			
Donation		<u>6,750</u>	<u>15,400</u>
Balance, end of year		\$ <u>22,150</u>	\$ <u>15,400</u>

On Behalf of the Town of Berwick

_____, Mayor _____, Clerk

Draft

**Town of Berwick
Electric Utility
PCB Disposal Reserve Fund
Statement of Financial Position**

March 31, 2024

		<u>2024</u>	<u>2023</u>
	Assets		
Due from Electric Operating		\$ <u>-</u>	\$ <u>4,000</u>
	Reserve		
Balance, beginning of year		\$ 4,000	\$ 4,000
Add (Deduct):			
Provision for PCB disposal		<u>(4,000)</u>	<u>-</u>
Balance, end of year		\$ <u><u>-</u></u>	\$ <u><u>4,000</u></u>

On Behalf of the Town of Berwick

_____, Mayor _____, Clerk

REQUEST FOR DECISION

RFD001-2025: Stormwater Management Plan



To: Council
From: Director of Public Works
Date: 14 January 2025
Subject: Stormwater Management Plan

References/Attachments

- Tender # BER2024-017 Town of Berwick Stormwater Management Plan
- Tender Bid Responses (7)

Recommendation

That Council award the work scope as outlined in BER2024-017 Town of Berwick Stormwater Management Plan to CBCL for the contract amount of \$94,995.00, excluding HST.

Background

The Town of Berwick issued Tender "BER2024-017 Town of Berwick Stormwater Management Plan" on 01 November 2024 seeking bids from qualified proponents for the creation of comprehensive stormwater management plan to inform capital priorities that consider ageing infrastructure, forecasted changes to land use, and climate change.

The tender closed on 20 December 2024 and 7 tender responses were received. Tender responses were evaluated according to the tender evaluation criteria:

		CBCL	DILLON	ECATL	EXP	GEMTEC	RVA	STANTEC
Project Understanding and Methodology	20%	20%	20%	19%	19%	19%	19%	19%
Technical Ability	30%	29%	28%	24%	23%	27%	23%	26%
Project Team	25%	24%	23%	21%	22%	22%	21%	23%
Total Cost		\$94,995	\$96,086	\$85,870	\$94,835	\$86,600	\$75,751	\$86,335
Fees and Expenses	25%	19.9%	19.7%	22.0%	20.0%	21.8%	25.0%	21.9%
	100%	92.9%	90.2%	85.0%	84.0%	88.8%	87.5%	89.4%
Ranking		1	2	6	7	4	5	3

This request seeks approval to award the work to the highest scored proponent according to the tender evaluation criteria. All other requirements within the tender were fulfilled in their submission, which was reviewed in detail with the Town Engineer.

REQUEST FOR DECISION

RFD001-2025: Stormwater Management Plan



Financial Implications

This work was approved in the current capital budget and is within the expected amount for this portion of the work. This work is 50% funded provincially by the Provincial Capital Assistance Program (PCAP).

Priority Alignment

Check Applicable	Strategic Priority Area	Comments
	Economic	
X	Environmental	
X	Social	
	Cultural	

Alternatives

N/A

Community Engagement/Communication

N/A

CAO Comments

I support the staff recommendation.

CAO Initials: JB

Target Decision Date: 14 January 2025

INFORMATION REPORT

2025-26 Draft Operating Budget V1



To: Council
From: Director of Finance
Date: January 14, 2025
Subject: 2025-26 Draft Operating Budget V1

References/Attachments

- 2025-26 Draft Operating Budget V1 Package
- 2025-26 Draft Operating Budget V1 Presentation

Legislation

- MGA Section 65

Background

In accordance with the *Municipal Government Act*, all municipalities are required to deliver a balanced budget. Management began working through preliminary budget information in early December of 2024, engaging all departments in the process to best understand the needs and priorities of operations. Given the recent election, Berwick's draft operating budget has been prepared based on completing the current year's projects, and addressing operational needs identified by staff for short and long-term planning for present and future state, with a continued focus on longstanding financial stability.

As Council engages in budget deliberations, it is critical to consider both the short-term and long-term financial health of the Town.

It is considered best practice in municipalities to include transfers to reserves from the operating fund. These reserves may be used in the future to fund significant project/priorities and unforeseen emergencies. Berwick has been drawing down reserves for several years, without a plan in place to replenish these reserves. Staff urge Council to consider dedicating a % of the operating budget to replenish these reserves. This may be achieved through the establishment of a policy at Council's direction.

Version 1 of the 2025-26 draft operating budget is being presented this evening to allow Council the opportunity to discuss, seek clarification and provide direction to staff as we collectively work toward approving an operating budget for the upcoming fiscal year.

INFORMATION REPORT

2025-26 Draft Operating Budget V1



Key Assumptions for V1

As more budget information becomes known, the draft budget will be updated accordingly. Assumptions used for the 2025-26 Draft Operating Budget V1 are as follows:

- AREA Dividend/Deficit \$0
- CPI 2.4%
- CUPE wages are based on the current collective agreement
- Education contribution increase of 7%
- Group benefits assume a 7% increase
- Insurance increases are the same as 24-25
- No change in the tax rate
- No funding of capital projects out of revenue
- No transfers to reserves
- PVSC assessment services increase of 7%
- RCMP increase of 6.5%
- Solar garden is Town asset
- Staff complement has no change
- Successful grant applications
- Utility increase of 2.7%

Key Revenue Highlights

Administration Fees:

- BEC administration fees have been reduced by \$11,000 because administration expenses such as IT services, office expenses, etc. will be charged directly to BEC rather than recovered through the administration fee. This provides the opportunity for more transparent and accurate recognition of expenses for BEC. The administration fee reflects the financial and administrative resources required to operate BEC.
- The sewer administration fees have increased by \$5,000 as the calculation is based on 7.5% of wastewater expenses. This captures the financial and administrative support required for wastewater operations.

Assessments:

- Berwick's preliminary 2025 assessment roll recognizes a 7.4% increase in residential taxable assessments and a 2.2% decrease in commercial taxable assessments. The provincial CAP is set as 1.5%.

Fitness Centre:

- Reduction of \$12,000 to reflect actual membership and remove the HST which was included in the previous budget.

INFORMATION REPORT

2025-26 Draft Operating Budget V1



Grants:

- The Municipal Capacity Grant includes a Town Foundation Grant portion of \$50,000. This \$50,000 will be removed in 28/29.
- Recreation grants have been reduced by \$20,000.

Miscellaneous Revenue:

- The reduction of \$20,000 is included as AREA will no longer cover their portion of the CAO's salary.

Recreation & Programs:

- After school programming was discontinued in 2024-25 based on the reduced need within the community. This results in a \$60,000 decrease in revenue, and expenses have also been reduced as well.
- Pickleball revenue increased \$7,000 to reflect actual revenue in 2024-25.
- Facility rentals revenue increase \$6,000 to reflect actual revenue in 2024-25.

Solar Garden:

- Revenue has been included to cover the operational expenses of the solar garden. While the ownership of the solar garden is under review, staff will leave the solar garden included in the Town budget, with a net 0 impact to the overall operational budget.

Taxation:

- V1 of the draft operating budget assumes no change in the tax rate, resulting in an increase to taxation revenue of \$200,000 based on assessment growth alone.

Transfers/Reserves:

- No dividend is included from AREA as the organization is going through a transition.
- In this draft, no transfer from operating reserves or Safe Restart funds have been included.

Wastewater Services:

- Staff are currently collecting prior year usage data to prepare 25-26 budget estimates. This updated information will be provided in a future draft. The revenue requirements cover the expenses and the breakdown between residential and industrial are determined based on prior year usage data.

**INFORMATION REPORT
2025-26 Draft Operating Budget V1**



Key Expense Highlights:

General Government:

- Administration salaries have been allocated more accurately to the BEC and Solar Garden, resulting in a \$40,000 decrease.
- Town Hall new cleaning contract resulted in saving of \$19,000.
- The \$15,000 elections expense has been removed, as this is a cyclical expense.
- Council remuneration has increased by \$17,000 per the council remuneration policy.
- Council expenses have increased \$6,000 to reflect updated conference costs and includes a budget for all members of Council to attend the NSFM Fall Conference or other training/development.
- Included within this department are grants to organizations. Compiled in the table below is a list of the grant commitments included in the 25/26 V1 draft budget.

Mural Society	3,000
KMCC Dinner	1,100
KMCC Bronze Sponsor	500
KMCC Golf- 2 teams	1,000
AVCC Business Awards	550
KMCC Dinner Auction Donation GC	200
Active Kids/Healthy Kids Grant	1,000
Kings County Senior Safety Society	2,000
Landmark East- \$2K/y/5y- 23,24,25,26,27 (Y2)	2,000
Valley Wildcats Hockey	10,000
Berwick and District Community Association	10,000
	31,350

Protective Services:

- RCMP contract estimated to increase \$53,000.
- Fire services debt adjusted to reflect delay of water storage tank, resulting in a reduction of \$11,000.

Planning & Development:

- Planning services increase by \$19,000 based on all contracted services (planning consultant and building and fire inspections).

INFORMATION REPORT

2025-26 Draft Operating Budget V1



Community Development:

- Expenses related to afterschool programming have been removed, resulting in a decrease of \$35,000.
- Parks expenses have increased \$33,000 based on increased maintenance.

Public Works:

- Manager of Public Works is retiring in May; CPI has been applied and salaries are allocated to Wastewater and Parks, based on data captured in time sheets; Collective decrease of \$90,000.
- Expenses have been increased by \$44,000 to reflect operational needs and improve level of service.

Environmental Health:

- Manager of Public Works is retiring in May; CPI has been applied and salaries are allocated to Wastewater, based on data captured in time sheets; Net 0 impact.
- Expenses have been increased by \$22,000 to reflect operational needs based on 2024-25.
- Valley Waste Resource Management has increased by \$46,000.

Solar Garden:

- Principal and Interest payments now required, a total expense of \$395,000.
- Operational expenses for a full year are recognized, at a total of \$139,000.

Not Included in V1

The following expenses/initiatives are not included in V1 of the 2025-26 operating budget. Staff will present additional information during the budget presentation and seek direction whether to include the expense(s) in V2.

- Bylaw Enforcement Officer, Part-time, cost of \$24,000.
- Permanent, Full-time Seasonal (9 month) Parks Position, cost of \$29,000.
- Continuation of Municipal Planning Strategy Review, cost unknown at present.

There may be other initiatives not included based on feedback heard during the 2024 election that Council may direct for inclusion in V2.

Financial Implications

In accordance with the MGA, Berwick must approve a balanced budget.

At present, there is a shortfall of \$180,748 projected. Management is seeking direction from Council for draft V2 of the 25-26 operating budget as we work toward approval of a balanced 25-26 Operating Budget.

Options for direction may include proposed changes to tax rates, reduction to specific

**INFORMATION REPORT
2025-26 Draft Operating Budget V1**



expenses, additional directives from Council or any combination thereof.

Priority Alignment

Check Applicable	Strategic Priority Area	Comments
X	Economic	
X	Environmental	
X	Social	
X	Cultural	

Community Engagement/Communication

A public budget information session is planned for Monday, February 3, 2025, in the Town Hall Gym.

All budget information will be posted on Berwick's website at: Berwick.ca/2025-26budget.

CAO Initials: JB

	2026 BUDGET	2025 BUDGET	%	\$	2025 YTD
OPERATING SUMMARY					
Revenue					
Taxes & Grants in Lieu of Taxes	4,567,267	4,365,936	4.61%	201,331	4,278,013
Sewer Revenues	616,529	553,768	11.33%	62,761	411,422
Sale of Services	1,032,931	585,032	76.56%	447,900	560,136
Other Revenue	253,797	283,392	(10.44%)	(29,595)	164,110
Federal, Provincial & Other Grants	365,451	388,493	(5.93%)	(23,042)	337,094
Other Transfers	0	271,338	(100.00%)	(234,599)	3,889
Total Revenue	6,835,975	6,447,959	6.63%	424,756	5,754,664
Expenses					
General Government	2,177,225	2,230,103	(2.37%)	(52,878)	1,365,916
Protective Services	1,298,963	1,256,942	3.34%	42,021	606,219
Public Works	1,259,737	1,305,773	(3.53%)	(46,037)	860,423
Planning & Development	168,788	150,664	12.03%	18,124	138,755
Community Development	688,649	698,942	(1.47%)	(10,294)	580,773
Solar Garden	534,231	32,488	1544.40%	501,743	35,481
Sewer/Environmental Health	889,131	773,047	15.02%	116,084	556,468
Total Expenses	7,016,724	6,447,959	8.82%	568,764	4,144,035
Net Surplus (Deficit)	(180,749)	0	391.96%	(144,008)	1,610,629

DRAFT

2025-26 DRAFT OPERATING BUDGET V1

	2026 BUDGET	2025 BUDGET	%	\$	2025 YTD
LEGISLATIVE SERVICES					
Expenses					
<u>Mayor Trinacty</u>					
Honorarium	26,868	0	0.00%	26,868	131
Travel	2,000	0	0.00%	2,000	327
Training & Conferences	1,400	0	0.00%	1,400	0
Meals	300	0	0.00%	300	160
Communications	262	650	(59.66%)	(388)	385
<u>Total Expenses</u>	<u>30,830</u>	<u>650</u>	<u>4643.13%</u>	<u>30,180</u>	<u>1,003</u>
<u>Mayor Clarke</u>					
Honorarium	0	23,758	(100.00%)	(23,758)	12,301
Travel	0	1,500	(100.00%)	(1,500)	2,078
Training & Conferences	0	750	(100.00%)	(750)	553
Meals	0	250	(100.00%)	(250)	203
Communications					
<u>Total Expenses</u>	<u>0</u>	<u>26,258</u>	<u>(100.00%)</u>	<u>(26,258)</u>	<u>15,135</u>
<u>Councillor Kwackernack</u>					
Honorarium	13,434	0	0.00%	13,434	0
Travel	750	0	0.00%	750	254
Training & Conferences	800	0	0.00%	800	0
Meals	100	0	0.00%	100	63
<u>Total Expenses</u>	<u>15,084</u>	<u>0</u>	<u>0.00%</u>	<u>15,084</u>	<u>317</u>
<u>Councillor Serino</u>					
Honorarium	13,434	0	0.00%	13,434	0
Travel	750	0	0.00%	750	129
Training & Conferences	800	0	0.00%	800	0
Meals	100	0	0.00%	100	22
<u>Total Expenses</u>	<u>15,084</u>	<u>0</u>	<u>0.00%</u>	<u>15,084</u>	<u>151</u>
<u>Councillor Trinacity</u>					
Honorarium	0	12,206	(100.00%)	(12,206)	6,320
Travel	0	750	(100.00%)	(750)	724
Training & Conferences	0	750	(100.00%)	(750)	553
Meals	0	150	(100.00%)	(150)	155
<u>Total Expenses</u>	<u>0</u>	<u>13,856</u>	<u>(100.00%)</u>	<u>(13,856)</u>	<u>7,752</u>
<u>Councillor Reeves</u>					
Honorarium	0	11,105	(100.00%)	(11,105)	5,750
Travel	0	300	(100.00%)	(300)	0
Training & Conferences	0	300	(100.00%)	(300)	0
Meals	0	100	(100.00%)	(100)	0
<u>Total Expenses</u>	<u>0</u>	<u>11,805</u>	<u>(100.00%)</u>	<u>(11,805)</u>	<u>5,750</u>

2025-26 DRAFT OPERATING BUDGET V1

	2026 BUDGET	2025 BUDGET	%	\$	2025 YTD
<u>Councillor Walsh</u>					
Honorarium	13,434	11,105	20.97%	2,329	5,750
Travel	750	300	150.00%	450	0
Training & Conferences	800	300	166.67%	500	0
Meals	100	100	0.00%	0	0
<u>Total Expenses</u>	<u>15,084</u>	<u>11,805</u>	<u>27.77%</u>	<u>3,279</u>	<u>5,750</u>
<u>Councillor Goddard</u>					
Honorarium	13,434	11,105	20.97%	2,329	5,750
Travel	750	300	150.00%	450	0
Training & Conferences	800	300	166.67%	500	0
Meals	100	100	0.00%	0	42
<u>Total Expenses</u>	<u>15,084</u>	<u>11,805</u>	<u>27.77%</u>	<u>3,279</u>	<u>5,792</u>
<u>Councillor Jamieson</u>					
Honorarium	13,434	11,105	20.97%	2,329	5,750
Travel	750	300	150.00%	450	262
Training & Conferences	800	300	166.67%	500	0
Meals	100	100	0.00%	0	68
<u>Total Expenses</u>	<u>15,084</u>	<u>11,805</u>	<u>27.77%</u>	<u>3,279</u>	<u>6,080</u>
<u>Councillor Lutz</u>					
Honorarium	14,777	11,105	33.07%	3,672	5,750
Travel	750	300	150.00%	450	132
Training & Conferences	800	300	166.67%	500	0
Meals	100	100	0.00%	0	41
<u>Total Expenses</u>	<u>16,427</u>	<u>11,805</u>	<u>39.15%</u>	<u>4,622</u>	<u>5,923</u>
<u>General Expenses</u>					
CPP Expense	3,244	2,328	39.32%	916	954
Membership Fees & Dues	3,000	3,000	0.00%	0	0
Advertising	1,000	1,500	(33.33%)	(500)	475
Meeting Expenses	500	500	0.00%	0	0
Special Events	10,200	9,248	10.29%	952	6,170
Grants to Organizations	11,350	16,350	(30.58%)	(5,000)	13,082
Grant-Berwick & Dist. Comm. Assoc.	10,000	10,000	0.00%	0	0
Grant-Valley Wildcats	10,000	10,000	0.00%	0	10,000
Elections	0	15,000	(100.00%)	(15,000)	12,191
<u>Total Expenses</u>	<u>49,294</u>	<u>67,926</u>	<u>(27.43%)</u>	<u>(18,633)</u>	<u>42,872</u>
Total Expenses	171,971	167,715	2.54%	4,256	96,525
Net Department Surplus (Deficit)	(171,971)	(167,715)	2.54%	(4,256)	(96,525)

2025-26 DRAFT OPERATING BUDGET V1

	2026 BUDGET	2025 BUDGET	%	\$	2025 YTD
ADMINISTRATION					
Revenue					
Administration fees- Berwick Electric	241,019	252,258	(4.46%)	(11,239)	105,108
Administration fees- Sewer	40,386	34,941	15.58%	5,445	0
Tax Certificates	2,500	2,500	0.00%	0	1,701
Miscellaneous Revenue	300	20,501	(98.54%)	(20,201)	20,896
Grants	0	0	0.00%	0	0
Total Revenue	284,205	310,200	(8.38%)	(25,996)	127,705
Expenses					
<u>CAO Office</u>					
Wages	135,314	134,676	0.47%	638	72,518
CPP	4,008	4,008	0.00%	0	1,794
EI	1,469	1,469	0.00%	0	572
WCB	1,669	1,669	0.00%	0	909
Group Medical & Life	2,810	3,011	(6.67%)	(201)	2,424
Pension	11,166	19,174	(41.77%)	(8,008)	7,032
Workplace Wellness Benefit	4,000	4,000	0.00%	0	1,140
<u>Total Salaries & Benefits</u>	<u>160,436</u>	<u>168,007</u>	<u>(4.51%)</u>	<u>(7,572)</u>	<u>86,388</u>
<u>General Expenses</u>					
Travel	2,750	3,550	(22.54%)	(800)	807
Training & Conferences	1,800	1,500	20.00%	300	670
Membership Fees & Dues	670	350	91.43%	320	344
Meals	100	100	0.00%	0	272
Communications	600	600	0.00%	0	741
Advertising	500	500	0.00%	0	412
Meetings	2,000	300	566.67%	1,700	107
Subscriptions & Donations	500	500	0.00%	0	100
<u>Total General Expenses</u>	<u>8,920</u>	<u>7,400</u>	<u>20.54%</u>	<u>1,520</u>	<u>3,453</u>
<u>Administration</u>					
Wages	395,967	427,978	(7.48%)	(32,011)	224,716
CPP	16,188	18,934	(14.51%)	(2,746)	11,196
EI	7,571	7,455	1.55%	116	4,344
WCB	9,299	9,027	3.01%	272	5,469
Group Medical & Life	14,909	22,938	(35.00%)	(8,029)	9,373
Pension	32,790	32,877	(0.27%)	(87)	18,640
<u>Total Salaries & Benefits</u>	<u>476,724</u>	<u>519,209</u>	<u>(8.18%)</u>	<u>(42,485)</u>	<u>273,738</u>
<u>General Expenses</u>					
Travel	2,800	2,850	(1.75%)	(50)	639
Training & Conferences	12,730	4,720	169.70%	8,010	3,108
Meals	480	480	0.00%	0	115
Membership Fees & Dues	1,550	2,030	(23.65%)	(480)	1,543
Office Supplies	8,712	8,712	0.00%	0	8,108
Postage, Courier, & Equipment Rental	16,857	22,100	(23.72%)	(5,243)	14,102
Communications	2,160	540	300.00%	1,620	1,334
<u>Total General Expenses</u>	<u>45,289</u>	<u>41,432</u>	<u>9.31%</u>	<u>3,857</u>	<u>28,949</u>
<u>Information Technology</u>					
Contracted Services	7,020	11,700	(40.00%)	(4,680)	28,088
Hardware	14,895	17,739	(16.03%)	(2,844)	3,928
Software	56,724	55,761	1.73%	963	6,688
<u>Total Expenses</u>	<u>78,639</u>	<u>85,200</u>	<u>(7.70%)</u>	<u>(6,561)</u>	<u>38,704</u>
Total Expenses	770,008	821,248	(6.24%)	(51,241)	431,232
Net Surplus (Deficit)	(485,803)	(511,048)	(4.94%)	25,245	(303,527)

2025-26 DRAFT OPERATING BUDGET V1

	2026 BUDGET	2025 BUDGET	%	\$	2025 YTD
TOWN HALL					
Revenue					
AVRL Rent	61,337	60,430	1.50%	906	37,517
Kings County Library Contribution	15,620	15,620	0.00%	0	15,620
Total Revenue	76,957	76,050	1.19%	906	53,137
Expenses					
<u>General Expenses</u>					
Communications	3,315	3,000	10.50%	315	3,322
Facility Insurance	9,897	3,766	162.81%	6,131	9,080
Utilities	42,189	41,080	2.70%	1,109	45,027
Repairs & Maintenance	25,542	44,536	(42.65%)	(18,994)	45,115
<u>Total Expenses</u>	<u>80,943</u>	<u>92,382</u>	<u>(12.38%)</u>	<u>(11,439)</u>	<u>102,544</u>
<u>Long Term Debt</u>					
Debenture Principal	125,133	125,133	0.00%	0	0
Debenture Interest	46,025	48,858	(5.80%)	(2,833)	25,115
<u>Total Debenture Expense</u>	<u>171,158</u>	<u>173,991</u>	<u>(1.63%)</u>	<u>(2,833)</u>	<u>25,115</u>
Total Expenses	252,101	266,373	(5.36%)	(14,272)	127,659
Net Surplus (Deficit)	(175,144)	(190,323)	(7.98%)	15,178	(74,522)

2025-26 DRAFT OPERATING BUDGET V1

	2026 BUDGET	2025 BUDGET	%	\$	2025 YTD
OTHER GOVERNMENT					
Revenue					
Taxation-Residential	3,288,312	3,061,282	7.42%	227,030	3,063,295
Taxation-Commercial	1,125,494	1,151,275	(2.24%)	(25,781)	1,021,072
Taxation-Resource	19,467	19,533	(0.34%)	(65)	19,533
Deed Transfer Tax	100,000	100,000	0.00%	0	132,950
Bell Aliant- GIL	12,000	12,000	0.00%	0	10,273
Canada Post- GIL	6,993	6,846	2.14%	147	0
Return on Investments	12,000	12,000	0.00%	0	0
Interest on Taxes	14,000	14,000	0.00%	0	32,291
Interest on PACE Program	10,000	10,000	0.00%	0	1,701
HST Offset	15,000	15,000	0.00%	0	30,890
Financial Capacity Grant (Equalization)	254,937	254,937	0.00%	0	263,207
Farm Acreage Grant	1,518	1,460	3.97%	58	1,518
AREA Dividend	0	0	0.00%	0	0
Operating Reserve Transfer	0	234,599	(100.00%)	(234,599)	0
Safe Restart	0	36,739	(100.00%)	(36,739)	64,917
Total Revenue	4,859,722	4,929,671	(1.42%)	(69,949)	4,641,647
Expenses					
<u>General Expenses</u>					
Bank Charges	14,000	14,000	0.00%	0	6,609
Audit Fees	45,000	25,000	80.00%	20,000	19,105
Legal Fees	5,000	5,000	0.00%	0	11,612
General Liability Insurance	29,826	25,276	18.00%	4,550	25,886
Tax Exemptions	149,644	149,644	0.00%	0	145,402
Tax Sales	1,000	1,000	0.00%	0	0
Bad Debt Expense	7,700	7,700	0.00%	0	1,458
Other Debt Charges	0	0	0.00%	0	0
<u>Total Expenses</u>	<u>252,169</u>	<u>227,619</u>	<u>10.79%</u>	<u>24,550</u>	<u>210,071</u>
<u>Long Term Debt</u>					
Debenture Principal	9,033	9,033	0.00%	0	0
Debenture Interest	723	1,076	(32.84%)	(353)	538
<u>Total Debenture Expense</u>	<u>9,756</u>	<u>10,109</u>	<u>(3.49%)</u>	<u>(353)</u>	<u>538</u>
<u>Partner Contributions</u>					
Annapolis Valley Regional Centre for Education	686,594	641,677	7.00%	44,917	475,623
Propery Valuation Services Corp	34,625	32,360	7.00%	2,265	24,270
<u>Total Partner Contributions</u>	<u>721,220</u>	<u>674,037</u>	<u>7.00%</u>	<u>47,183</u>	<u>499,893</u>
AREA Deficit	0	63,000	(100.00%)	(63,000)	0
Total Expenses	983,144	974,765	0.86%	8,379	710,502
Net Surplus (Deficit)	3,876,577	3,954,906	(1.98%)	(78,329)	3,931,145

2025-26 DRAFT OPERATING BUDGET V1

	2026 BUDGET	2025 BUDGET	%	\$	2025 YTD
POLICE SERVICES					
Revenue					
Policing Fines	500	500	0.00%	0	360
Total Revenue	500	500	0.00%	0	360
Expenses					
RCMP/DNA Contracted Services	911,260	858,369	6.16%	52,891	429,575
Total Expenses	911,260	858,369	6.16%	52,891	429,575
Net Surplus (Deficit)	(910,760)	(857,869)	6.17%	(52,891)	(429,215)

2025-26 DRAFT OPERATING BUDGET V1

	2026 BUDGET	2025 BUDGET	%	\$	2025 YTD
BYLAW SERVICES					
Revenue					
Total Revenue					
Expenses					
<u>Salaries & Wages</u>					
Wages	6,131	5,916	3.63%	215	98
CPP	401	401	0.00%	0	6
EI	147	147	0.00%	0	2
WCB	183	160	14.34%	23	3
Group Medical & Life	439	699	(37.31%)	(261)	8
Pension	490	473	3.63%	17	8
<u>Total Salaries & Wages</u>	<u>7,791</u>	<u>7,796</u>	<u>(0.07%)</u>	<u>(6)</u>	<u>124</u>
<u>General Expenses</u>					
Travel	100	100	0.00%	0	0
<u>Total General Expenses</u>	<u>100</u>	<u>100</u>	<u>0.00%</u>	<u>0</u>	<u>0</u>
<u>Partner Contributions</u>					
Kings' REMO	8,740	8,388	4.20%	352	8,485
<u>Total Partner Contributions</u>	<u>8,740</u>	<u>8,388</u>	<u>4.20%</u>	<u>352</u>	<u>8,485</u>
Total Expenses	16,631	16,285	2.13%	347	8,609
Net Surplus (Deficit)	(16,631)	(16,285)	2.13%	(347)	(8,609)

2025-26 DRAFT OPERATING BUDGET V1

	2026 BUDGET	2025 BUDGET	%	\$	2025 YTD
FIRE SERVICES					
Grants					
NS-Civic Addressing Grant	1,000	1,000	0.00%	0	0
Municipality of Kings Operating Grant	165,045	165,045	0.00%	0	0
Total Grant Revenue	166,045	166,045	0.00%	0	0
Expenses					
<u>Fire Administration</u>					
WCB	2,500	2,500	0.00%	0	0
EAP/Life Insurance	5,524	5,312	3.99%	212	498
Honorarium	12,000	12,000	0.00%	0	11,970
Meetings, Meals, & Travel	3,700	3,700	0.00%	0	2,947
Training & Conferences	8,070	7,070	14.14%	1,000	4,051
Membership Dues & Fees	1,000	1,000	0.00%	0	131
Office Supplies	3,600	3,600	0.00%	0	838
Communication	7,160	7,160	0.00%	0	6,694
<u>Total Administration Expenses</u>	<u>43,554</u>	<u>42,342</u>	<u>2.86%</u>	<u>1,212</u>	<u>27,129</u>
<u>Fire Hall</u>					
Facility Insurance	13,827	12,685	9.00%	1,141	9,276
Utilities	43,944	42,789	2.70%	1,155	25,235
Repairs & Maintenance	35,325	33,950	4.05%	1,375	23,469
<u>Total Fire Hall Expenses</u>	<u>93,096</u>	<u>89,424</u>	<u>4.11%</u>	<u>3,672</u>	<u>57,979</u>
<u>Fire Operations</u>					
Communications	25,500	25,500	0.00%	0	16,649
Tools & Equipment	18,300	18,300	0.00%	0	3,374
Clothing & Safety Equipment	35,360	35,360	0.00%	0	15,933
Vehicle Insurance	19,179	17,595	9.00%	1,584	18,762
Vehicle Fuel	14,000	14,000	0.00%	0	3,140
Vehicle Maintenance	30,650	30,650	0.00%	0	23,585
<u>Total Fire Operations Expenses</u>	<u>142,989</u>	<u>141,405</u>	<u>1.12%</u>	<u>1,584</u>	<u>81,443</u>
<u>Long Term Debt</u>					
Debenture Principal	71,917	71,917	0.00%	0	0
Debenture Interest	19,516	37,200	(47.54%)	(17,684)	1,484
<u>Total Debenture Expenses</u>	<u>91,433</u>	<u>109,117</u>	<u>(16.21%)</u>	<u>(17,684)</u>	<u>1,484</u>
Total Expenses	371,072	382,289	(2.93%)	(11,217)	168,035
Net Surplus (Deficit)	(205,028)	(216,244)	(5.19%)	11,217	(168,035)

2025-26 DRAFT OPERATING BUDGET V1

	2026 BUDGET	2025 BUDGET	%	\$	2025 YTD
PUBLIC WORKS					
Total Revenue					
Expenses					
<u>Public Works Administration</u>					
<u>Salaries & Benefits</u>					
Regular Salaries	109,257	145,736	(25.03%)	(36,479)	29,016
CPP	3,577	6,012	(40.51%)	(2,435)	13,061
EI	1,542	2,336	(33.99%)	(794)	5,231
WCB	1,799	2,659	(32.34%)	(860)	6,328
Group & Medical	3,683	4,445	(17.13%)	(761)	9,821
Pension	8,241	11,201	(26.42%)	(2,960)	17,627
Total Salaries & Benefits	128,099	172,389	(25.69%)	(44,289)	81,084
<u>General Expenses</u>					
Travel	3,250	1,183	174.73%	2,067	2,133
Meals	700	500	40.00%	200	566
Training & Conference	5,340	8,965	(40.44%)	(3,625)	1,251
Membership Fees & Dues	1,175	500	135.00%	675	0
Communications	8,850	10,240	(13.58%)	(1,390)	3,169
Advertising	500	500	0.00%	0	0
Engineering/Surveyor Services	2,220	2,220	0.00%	0	0
Total General Expenses	22,035	24,108	(8.60%)	(2,073)	7,119
Total Public Works Administration Expenses	150,134	196,497	(23.59%)	(46,362)	88,203
<u>Public Works Facility</u>					
Insurance	13,327	12,227	9.00%	1,101	7,417
Utilities	15,821	15,405	2.70%	416	10,737
Repairs & Maintenance	22,350	8,480	163.56%	13,870	37,203
Total Public Works Facility	51,498	36,112	42.61%	15,387	55,357
<u>Streets & Roads</u>					
<u>Salary & Wages</u>					
Regular Salaries	293,830	325,476	(9.72%)	(31,646)	203,073
CPP	16,185	18,023	(10.20%)	(1,838)	0
EI	6,888	7,353	(6.32%)	(465)	0
WCB	6,847	8,558	(19.99%)	(1,710)	0
Group & Medical	14,673	21,514	(31.79%)	(6,840)	0
Pension	17,696	25,275	(29.99%)	(7,579)	9,828
Total Salaries & Benefits	356,119	406,199	(12.33%)	(50,078)	212,901
<u>General Expenses</u>					
Insurance- Public Works Accidents	0	0	0.00%	0	2,816
Paving	204,000	200,000	2.00%	4,000	193,065
Tools & Equipment	13,000	5,000	160.00%	8,000	22,303
Repairs & Maintenance	0	0	0.00%	0	9,564
Equipment Rental	12,000	12,000	0.00%	0	4,472
Operational Supplies	37,800	23,000	64.35%	14,800	13,861
Winter Supplies	50,715	40,000	26.79%	10,715	12,181
Safety Supplies	7,620	5,250	45.14%	2,370	5,811
Total General Expenses	325,135	285,250	13.98%	39,885	264,073
<u>Fleet Expenses</u>					
Vehicle Insurance	14,692	13,479	9.00%	1,213	12,682
Fuel	20,600	20,600	0.00%	0	8,058
Vehicles Maintenance	42,395	40,695	4.18%	1,700	52,650
Total Fleet Expenses	77,687	74,774	3.90%	2,913	73,390
Total Streets & Roads Expenses	758,941	766,223	(0.95%)	(7,280)	550,364

2025-26 DRAFT OPERATING BUDGET V1

	2026 BUDGET	2025 BUDGET	%	\$	2025 YTD
<u>Street Lighting</u>					
Power	67,685	65,906	2.70%	1,779	51,065
Repairs & Maintenance	1,605	1,605	0.00%	0	168
<u>Total Street Lighting</u>	<u>69,290</u>	<u>67,511</u>	<u>2.64%</u>	<u>1,779</u>	<u>51,233</u>
<u>Traffic Services</u>					
Operational Supplies & Equipment	0	0	0.00%	0	2,659
Traffic Services	18,750	23,000	(18.48%)	(4,250)	0
Repairs & Maintenance	9,700	2,700	259.26%	7,000	160
<u>Total Traffic Services</u>	<u>28,450</u>	<u>25,700</u>	<u>10.70%</u>	<u>2,750</u>	<u>2,819</u>
<u>Crossing Guards</u>					
<u>Salaries & Wages</u>					
Hourly Wages	21,567	21,916	(1.60%)	(350)	8,232
CPP	867	888	(2.34%)	(21)	330
EI	501	509	(1.60%)	(8)	191
WCB	645	594	8.57%	51	223
<u>Total Salaries & Benefits</u>	<u>23,580</u>	<u>23,907</u>	<u>(1.37%)</u>	<u>(328)</u>	<u>8,976</u>
<u>General Expenses</u>					
Communication	150	150	0.00%	0	477
Safety Supplies	500	500	0.00%	0	102
<u>Total General Expenses</u>	<u>650</u>	<u>650</u>	<u>0.00%</u>	<u>0</u>	<u>579</u>
<u>Total Crossing Guards Expenses</u>	<u>24,230</u>	<u>24,557</u>	<u>(1.33%)</u>	<u>(328)</u>	<u>9,555</u>
<u>Storm Sewer</u>					
Repairs & Maintenance	16,000	16,000	0.00%	0	2,702
<u>Total Storm Sewer</u>	<u>16,000</u>	<u>16,000</u>	<u>0.00%</u>	<u>0</u>	<u>2,702</u>
<u>Long Term Debt</u>					
Debenture Principal	42,452	42,452	0.00%	0	0
Debenture Interest	15,599	17,415	(10.43%)	(1,816)	8,731
<u>Total Debenture Expenses</u>	<u>58,051</u>	<u>59,867</u>	<u>(3.03%)</u>	<u>(1,816)</u>	<u>8,731</u>
<u>Partner Contributions</u>					
Kings Transit Authority	98,142	103,437	(5.12%)	(5,295)	81,588
Kings Point to Point Transit	5,000	9,872	(49.35%)	(4,872)	9,872
<u>Total Partner Contributions</u>	<u>103,142</u>	<u>113,309</u>	<u>(8.97%)</u>	<u>(10,167)</u>	<u>91,460</u>
Total Expenses	1,259,736	1,305,776	(3.53%)	(46,037)	860,424
Net Surplus (Deficit)	(1,259,736)	(1,305,776)	(3.53%)	46,037	(860,424)

2025-26 DRAFT OPERATING BUDGET V1

	2026 BUDGET	2025 BUDGET	%	\$	2025 YTD
ENVIRONMENTAL HEALTH					
Revenue					
<u>Operating Revenue</u>					
Sewer Residential	238,601	208,394	14.50%	30,207	206,016
Sewer Industrial	337,922	290,368	16.38%	47,554	197,121
Sewer Institutional	40,006	40,006	0.00%	0	8,284
Sewer Connection Fees	0	0	0.00%	0	0
<u>Total Operating Revenue</u>	<u>616,529</u>	<u>538,768</u>	<u>14.43%</u>	<u>77,761</u>	<u>411,421</u>
Total Revenue	616,529	538,768	14.43%	77,761	411,421
Expenses					
<u>Sewer Administration</u>					
<u>Salaries & Benefits</u>					
Wages	12,570	46,672	(73.07%)	(34,102)	9,052
CPP	441	2,004	(78.00%)	(1,563)	526
EI	162	734	(78.00%)	(573)	210
WCB	184	835	(78.00%)	(651)	248
Group Medical & Life	482	1,482	(67.44%)	(999)	1,202
Pension	1,006	3,734	(73.07%)	(2,728)	0
<u>Total Salaries & Benefits</u>	<u>14,845</u>	<u>55,461</u>	<u>(73.24%)</u>	<u>(40,616)</u>	<u>11,238</u>
<u>General Expenses</u>					
Travel	3,100	3,000	3.33%	100	763
Meals	400	0	0.00%	400	447
Training & Conferences	2,550	1,800	41.67%	750	156
Membership Fees & Dues	990	400	147.50%	590	0
Office Supplies	500	1,000	(50.00%)	(500)	398
Administration Fees	40,386	34,941	15.58%	5,445	0
Communications	1,924	2,524	(23.77%)	(600)	1,876
<u>Total General Expenses</u>	<u>49,850</u>	<u>43,665</u>	<u>14.16%</u>	<u>6,185</u>	<u>3,640</u>
<u>Contribution to Reserves</u>	<u>52,667</u>	<u>52,951</u>	<u>(0.54%)</u>	<u>(284)</u>	<u>0</u>
Total Sewer Administration Expenses	117,362	152,077	(22.83%)	(34,715)	14,878
<u>Sewer Collection</u>					
<u>Salaries & Benefits</u>					
Wages	40,626	7,611	433.76%	33,014	63
CPP	2,269	401	466.24%	1,869	4
EI	883	147	500.92%	736	1
WCB	1,141	167	583.84%	974	2
Group Medical & Life	2,620	484	440.85%	2,135	0
Pension	3,250	609	433.76%	2,641	248
<u>Total Salaries & Benefits</u>	<u>50,789</u>	<u>9,419</u>	<u>439.21%</u>	<u>41,370</u>	<u>318</u>
<u>General Expenses</u>					
Facility Insurance	427	392	8.89%	35	368
Utilities	31,852	31,015	2.70%	837	23,611
Repairs & Maintenance	61,000	43,400	40.55%	17,600	34,130
<u>Total General Expenses</u>	<u>93,279</u>	<u>74,807</u>	<u>24.69%</u>	<u>18,472</u>	<u>58,109</u>
Total Sewer Collection Expenses	144,068	84,226	71.05%	59,842	58,427

2025-26 DRAFT OPERATING BUDGET V1

	2026 BUDGET	2025 BUDGET	%	\$	2025 YTD
<u>Sewer Treatment</u>					
<u>Salaries & Benefits</u>					
Wages	70,958	60,890	16.53%	10,068	45,458
CPP	3,620	3,206	12.90%	414	2,632
EI	1,331	1,175	13.30%	156	1,064
WCB	1,519	1,335	13.73%	183	1,259
Group Medical & Life	4,835	3,875	24.79%	960	2,808
Pension	5,677	4,871	16.53%	805	5,254
<u>Total Salaries & Benefits</u>	<u>87,940</u>	<u>75,352</u>	<u>16.70%</u>	<u>12,587</u>	<u>58,475</u>
<u>General Expenses</u>					
Facility Insurance	6,411	5,882	9.01%	530	6,940
Utilities	118,446	115,332	2.70%	3,114	101,785
Repairs & Maintenance	100,250	77,398	29.53%	22,852	87,629
Tools & Equipment	5,000	1,000	400.00%	4,000	5,289
Sewer Treatment Testing	30,000	20,000	50.00%	10,000	20,687
Clothing & Safety Equipment	800	800	0.00%	0	2,344
<u>Total General Expenses</u>	<u>260,907</u>	<u>220,412</u>	<u>18.37%</u>	<u>40,496</u>	<u>224,674</u>
Total Sewer Treatment Expenses	<u>348,847</u>	<u>295,764</u>	<u>17.95%</u>	<u>53,083</u>	<u>283,149</u>
<u>Long Term Debt</u>					
Debenture Principal	18,231	18,231	0.00%	0	0
Debenture Interest	3,022	3,470	(12.91%)	(448)	1,786
Total Long Term Debt	<u>21,253</u>	<u>21,701</u>	<u>(2.06%)</u>	<u>(448)</u>	<u>1,786</u>
Total Sewer Expenses	<u>631,530</u>	<u>553,768</u>	<u>14.04%</u>	<u>77,761</u>	<u>358,240</u>
Sewer Net Surplus (Deficit)	<u>(15,001)</u>	<u>(15,000)</u>	<u>(0.00%)</u>	<u>0</u>	<u>53,181</u>
<u>Partner Contributions</u>					
Other Solid Waste Charges	0	8,142	(100.00%)	(8,142)	42,227
Valley Waste Resource Management	257,602	211,137	22.01%	46,465	156,000
Total Partner Contributions	<u>257,602</u>	<u>219,279</u>	<u>17.48%</u>	<u>38,323</u>	<u>198,227</u>
Total Expenses	<u>889,132</u>	<u>773,047</u>	<u>15.02%</u>	<u>116,084</u>	<u>556,467</u>
Net Surplus (Deficit)	<u>(272,603)</u>	<u>(234,279)</u>	<u>16.36%</u>	<u>(38,323)</u>	<u>(145,046)</u>

2025-26 DRAFT OPERATING BUDGET V1

	2026 BUDGET	2025 BUDGET	%	\$	2025 YTD
PLANNING AND DEVELOPMENT					
Revenue					
Planning	10,000	10,000	0.00%	0	6,778
Total Revenue	10,000	10,000	0.00%	0	6,778
Expenses					
<u>Salaries & Benefits</u>					
Regular Wages	34,332	35,299	(2.74%)	(967)	18,698
CPP	2,244	2,136	5.07%	108	1,039
EI	823	867	(5.17%)	(45)	435
WCB	1,027	957	7.31%	70	511
Group Medical & Life	2,815	2,339	20.38%	477	1,292
Pension	2,747	2,366	16.07%	380	1,349
<u>Total Salaries & Benefits</u>	<u>43,988</u>	<u>43,964</u>	<u>0.05%</u>	<u>24</u>	<u>23,322</u>
<u>General Expenses</u>					
Travel	100	500	(80.00%)	(400)	17
Office Supplies	1,000	1,000	0.00%	0	33
Communication	600	600	0.00%	0	0
Advertising	3,000	3,000	0.00%	0	1,043
Postage & Courier	100	100	0.00%	0	28
Legal	10,000	10,000	0.00%	0	20,129
Other Professional Fees	110,000	91,500	20.22%	18,500	94,183
<u>Total General Expenses</u>	<u>124,800</u>	<u>106,700</u>	<u>16.96%</u>	<u>18,100</u>	<u>115,433</u>
Total Expenses	168,788	150,664	12.03%	18,124	138,755
Net Surplus (Deficit)	(158,788)	(140,664)	12.88%	(18,124)	(131,978)

2025-26 DRAFT OPERATING BUDGET V1

	2026 BUDGET	2025 BUDGET	%	\$	2025 YTD
ECONOMIC DEVELOPMENT					
Revenue					
Total Revenue					
Expenses					
<u>Salaries & Benefits</u>					
Wages	37,030	36,178	2.35%	852	71,377
CPP	1,502	1,502	0.00%	0	3,857
EI	588	588	0.00%	0	1,487
WCB	668	668	0.00%	0	1,890
Group Medical & Life	2,142	1,994	7.45%	148	4,508
Pension	2,962	2,894	2.36%	68	5,692
<u>Total Salaries & Benefits</u>	<u>44,891</u>	<u>43,823</u>	<u>2.44%</u>	<u>1,069</u>	<u>88,811</u>
<u>General Expenses</u>					
Travel	150	1,180	(87.29%)	(1,030)	502
Training & Conferences	300	300	0.00%	0	25
Membership Fees & Dues	350	350	0.00%	0	594
Communication	540	540	0.00%	0	1,466
Marketing Promo & Community Dev.	5,600	6,800	(17.65%)	(1,200)	3,010
<u>Total General Expenses</u>	<u>6,940</u>	<u>9,170</u>	<u>(24.32%)</u>	<u>(2,230)</u>	<u>5,598</u>
<u>Partner Contributions</u>					
Valley Regional Enterprise Network	14,100	14,100	0.00%	0	59,592
Valley Community Fibre Network	3,200	3,200	0.00%	0	0
Nova Scotia Housing Authority	0	0	0.00%	0	30,483
<u>Total Partner Contributions</u>	<u>17,300</u>	<u>17,300</u>	<u>0.00%</u>	<u>0</u>	<u>90,076</u>
Total Expenses	69,131	70,293	(1.65%)	(1,161)	184,484
Net Surplus (Deficit)	(69,131)	(70,293)	(1.65%)	1,161	(184,484)

2025-26 DRAFT OPERATING BUDGET V1

	2026 BUDGET	2025 BUDGET	%	\$	2025 YTD
SOLAR GARDEN					
Revenue					
Solar Garden Revenue	534,232	37,488	1325.07%	496,744	422,830
Total Revenue	534,232	37,488	1325.07%	496,744	422,830
Expenses					
<u>Salaries & Benefits</u>					
Regular Salaries	20,874	0	0.00%	20,874	115
<u>Total Salaries & Benefits</u>	<u>20,874</u>	<u>0</u>	<u>0.00%</u>	<u>20,874</u>	<u>115</u>
<u>General Expenses</u>					
Travel	0	0	0.00%	0	46
Meals	0	0	0.00%	0	0
Training & Conference	1,000	0	0.00%	1,000	0
Membership Fees & Dues	0	0	0.00%	0	0
Communications	0	0	0.00%	0	0
Insurance	34,762	32,488	7.00%	2,274	3,482
Administration Fees	4,622	0	0.00%	4,622	3,290
Other Professional Fees	0	0	0.00%	0	7,709
Repairs & Maintenance	74,623	0	0.00%	74,623	13,441
Tools & Equipment	2,000	0	0.00%	2,000	3,177
Safety Supplies	1,000	0	0.00%	1,000	0
Utilities	0	0	0.00%	0	4,192
<u>Total General Expenses</u>	<u>118,006</u>	<u>32,488</u>	<u>263.23%</u>	<u>85,518</u>	<u>35,339</u>
Long Term Debt					
Debenture Principal	172,333	0	0.00%	172,333	0
Debenture Interest	223,018	0	0.00%	223,018	0
<u>Total Debenture Expenses</u>	<u>395,351</u>	<u>0</u>	<u>0.00%</u>	<u>395,351</u>	<u>0</u>
Total Expenses	534,231	32,488	1544.40%	501,743	35,453
Net Surplus (Deficit)	0	5,000	(99.99%)	(5,000)	387,377

2025-26 DRAFT OPERATING BUDGET V1

	2026 BUDGET	2025 BUDGET	%	\$	2025 YTD
VISITOR INFORMATION CENTRE					
Revenue					
Federal Government Grants	4,000	4,000	0.00%	0	9,585
Provincial Government Grants	4,000	4,000	0.00%	0	2,500
Local Government Grants	0	2,000	(100.00%)	(2,000)	0
Total Revenue	8,000	10,000	(20.00%)	(2,000)	12,085
Expenses					
<u>Salaries & Benefits</u>					
Hourly Wages	13,890	10,483	32.50%	3,407	11,842
CPP	410	416	(1.33%)	(6)	617
EI	323	244	32.50%	79	275
WCB	415	284	46.19%	131	321
<u>Total Salaries & Benefits</u>	<u>15,038</u>	<u>11,426</u>	<u>31.61%</u>	<u>3,612</u>	<u>13,055</u>
<u>General Expenses</u>					
Utilities	643	626	2.62%	16	426
<u>Total General Expenses</u>	<u>643</u>	<u>626</u>	<u>2.62%</u>	<u>16</u>	<u>426</u>
Total Expenses	15,681	12,053	30.10%	3,628	13,481
Net Surplus (Deficit)	(7,681)	(2,053)	274.17%	(5,628)	(1,396)

2025-26 DRAFT OPERATING BUDGET V1

	2026 BUDGET	2025 BUDGET	%	\$	2025 YTD
REC ADMIN					
Revenue					
<u>Grants</u>					
Federal Government Grants	0	0	0.00%	0	0
Provincial Government Grants	25,000	37,500	(33.33%)	(12,500)	20,000
Local Government Grants	15,000	12,500	20.00%	2,500	0
<u>Total Grants</u>	<u>40,000</u>	<u>50,000</u>	<u>(20.00%)</u>	<u>(10,000)</u>	<u>20,000</u>
Total Revenue	40,000	50,000	(20.00%)	(10,000)	20,000
Expenses					
<u>Salaries & Benefits</u>					
Regular wages	152,293	120,899	25.97%	31,394	38,905
CPP	7,593	5,839	30.04%	1,754	2,159
EI	3,130	2,430	28.80%	700	908
WCB	3,894	2,807	38.72%	1,087	1,067
Group Medical & Life	12,997	10,792	20.43%	2,205	1,466
Pension	12,183	9,672	25.97%	2,512	2,300
<u>Total Salaries & Benefits</u>	<u>192,090</u>	<u>152,439</u>	<u>26.01%</u>	<u>39,651</u>	<u>46,805</u>
<u>General Expenses</u>					
Travel	3,100	3,650	(15.07%)	(550)	965
Training & Conferences	1,800	2,600	(30.77%)	(800)	334
Membership Fees & Dues	900	900	0.00%	0	1,372
Meals	150	150	0.00%	0	28
Meetings	0	100	(100.00%)	(100)	0
Communications	1,080	540	100.00%	540	1,382
<u>Total General Expenses</u>	<u>7,030</u>	<u>7,940</u>	<u>(11.46%)</u>	<u>(910)</u>	<u>4,081</u>
<u>Community Events & Festivals</u>					
General Events & Festivals	17,900	17,370	3.05%	530	14,449
<u>Total Community Events</u>	<u>17,900</u>	<u>17,370</u>	<u>3.05%</u>	<u>530</u>	<u>14,449</u>
Total Expenses	217,020	177,749	22.09%	39,271	65,335
Net Surplus (Deficit)	(177,020)	(127,749)	38.57%	(49,271)	(45,335)

2025-26 DRAFT OPERATING BUDGET V1

	2026 BUDGET	2025 BUDGET	%	\$	2025 YTD
REC PROGRAMMING					
Revenue					
Misc Recreation Program Revenue	2,000	2,000	0.00%	0	856
Summer Day Camp	26,250	30,000	(12.50%)	(3,750)	14,575
After School Program	0	61,500	(100.00%)	(61,500)	16,767
Pickleball	9,000	1,800	400.00%	7,200	0
<u>Total Revenue</u>	<u>37,250</u>	<u>95,300</u>	<u>(60.91%)</u>	<u>(58,050)</u>	<u>32,199</u>
Grants					
Federal Government Grants	14,400	16,000	(10.00%)	(1,600)	10,640
Provincial Government Grants	4,000	13,500	(70.37%)	(9,500)	0
Local Government Grants	11,000	11,000	0.00%	0	750
<u>Total Grants</u>	<u>29,400</u>	<u>40,500</u>	<u>(27.41%)</u>	<u>(11,100)</u>	<u>11,390</u>
Total Revenue	66,650	135,800	(50.92%)	(69,150)	43,589
Expenses					
<u>Salaries & Benefits</u>					
Regular Wages	0	30,865	(100.00%)	(30,865)	2,233
After School Program Wages	2,117	38,047	(94.44%)	(35,930)	39,838
Summer Camp Wages	32,762	39,509	(17.08%)	(6,746)	0
CPP	1,533	4,946	(69.01%)	(3,413)	1,650
EI	255	2,520	(89.87%)	(2,265)	978
WCB	1,043	2,938	(64.51%)	(1,895)	1,140
Group Medical & Life	0	2,761	(100.00%)	(2,761)	0
Pension	0	2,469	(100.00%)	(2,469)	0
<u>Total Salaries & Benefits</u>	<u>37,711</u>	<u>124,055</u>	<u>(69.60%)</u>	<u>(86,344)</u>	<u>45,839</u>
<u>General Expenses</u>					
Communication	540	1,080	(50.00%)	(540)	104
<u>Total General Expenses</u>	<u>540</u>	<u>1,080</u>	<u>(50.00%)</u>	<u>(540)</u>	<u>104</u>
<u>Program Expenditures</u>					
General Program Expenditures	4,550	2,750	65.45%	1,800	712
Summer Day Camp	1,800	1,800	0.00%	0	751
After School Program	0	1,500	(100.00%)	(1,500)	289
<u>Total Program Expenditures</u>	<u>6,350</u>	<u>6,050</u>	<u>4.96%</u>	<u>300</u>	<u>1,751</u>
Total Expenses	44,601	131,185	(66.00%)	(86,584)	47,694
Net Surplus (Deficit)	22,049	4,615	377.77%	17,434	(4,105)

2025-26 DRAFT OPERATING BUDGET V1

	2026 BUDGET	2025 BUDGET	%	\$	2025 YTD
FITNESS CENTRE					
Revenue					
Membership Sales	126,500	138,800	(8.86%)	(12,300)	48,309
Personal Training	2,000	6,000	(66.67%)	(4,000)	1,620
Common BDCA	4,000	4,000	0.00%	0	0
Total Revenue	132,500	148,800	(10.95%)	(16,300)	49,929
Expenses					
<u>Salaries & Benefits</u>					
Wages	102,246	99,358	2.91%	2,888	59,563
CPP	5,459	5,287	3.25%	172	2,784
EI	2,376	2,309	2.91%	67	1,371
WCB	3,057	2,693	13.54%	365	1,636
Group Medical & Life	9,699	9,034	7.36%	665	4,544
Pension	7,092	6,843	3.63%	249	3,688
<u>Total Salaries & Benefits</u>	<u>129,929</u>	<u>125,524</u>	<u>3.51%</u>	<u>4,406</u>	<u>73,587</u>
<u>General Expenses</u>					
Communications & Cable	948	2,100	(54.86%)	(1,152)	997
Advertising	0	300	(100.00%)	(300)	0
Insurance	885	885	0.00%	0	591
Personal Trainers	4,950	8,100	(38.89%)	(3,150)	3,390
Utilities	11,250	11,250	0.00%	0	6,565
Shared Expenses	9,000	9,000	0.00%	0	3,604
Operational Supplies	4,600	5,900	(22.03%)	(1,300)	3,429
Repairs & Maintenance	5,000	2,500	100.00%	2,500	797
<u>Total General Expenses</u>	<u>36,633</u>	<u>40,035</u>	<u>(8.50%)</u>	<u>(3,402)</u>	<u>19,373</u>
Total Expenses	166,562	165,558	0.61%	1,004	92,960
Net Surplus (Deficit)	(34,062)	(16,758)	103.25%	(17,304)	(43,031)

2025-26 DRAFT OPERATING BUDGET V1

	2026 BUDGET	2025 BUDGET	%	\$	2025 YTD
PARKS & FACILITIES					
Revenue					
<u>Facility Rentals</u>	<u>10,660</u>	<u>4,660</u>	<u>128.76%</u>	<u>6,000</u>	<u>11,672</u>
<u>Grants</u>					
Federal Government Grants	9,152	9,152	0.00%	0	10,318
Provincial Government Grants	5,824	5,824	0.00%	0	2,956
Local Government Grants	0	0	0.00%	0	0
<u>Total Grants</u>	<u>14,976</u>	<u>14,976</u>	<u>0.00%</u>	<u>0</u>	<u>13,274</u>
Total Revenue	25,636	19,636	30.56%	6,000	24,946
Expenses					
<u>Salaries & Benefits</u>					
Hourly Wages	37,593	31,273	20.21%	6,319	38,654
CPP	1,836	1,444	27.12%	392	1,803
EI	869	727	19.58%	142	771
WCB	1,119	848	32.04%	272	1,057
Group Medical & Life	225	0	0.00%	225	0
Pension	262	0	0.00%	262	0
<u>Total Salaries & Benefits</u>	<u>41,904</u>	<u>34,292</u>	<u>22.20%</u>	<u>7,613</u>	<u>42,285</u>
<u>General Expenses</u>					
Travel	349	274	27.12%	74	19
Communications	1,218	790	54.14%	428	300
Facility Insurance	7,088	6,503	9.00%	585	4,911
Meals	100	100	0.00%	0	0
Utilities	5,274	5,135	2.70%	139	5,173
Tools & Equipment	4,700	4,700	0.00%	0	3,235
Safety Supplies	1,090	900	21.11%	190	370
<u>Total General Expenses</u>	<u>19,819</u>	<u>18,402</u>	<u>7.70%</u>	<u>1,416</u>	<u>14,008</u>
<u>Repairs & Maintenance</u>					
General Repairs & Maintenance	5,000	5,000	0.00%	0	9,333
Ballfields Maintenance	0	6,000	(100.00%)	(6,000)	2,780
Tennis Courts Maintenance	0	500	(100.00%)	(500)	0
Splash Pad Maintenance	0	2,000	(100.00%)	(2,000)	1,008
Rainforth Park Maintenance	52,774	16,000	229.83%	36,774	782
Centennial Park Maintenance	0	0	0.00%	0	2,272
Spicer Park Maintenance	0	0	0.00%	0	0
Chute Park Maintenance	0	0	0.00%	0	0
Trails Maintenance	0	0	0.00%	0	3,439
Carol's Place Maintenance	0	8,600	(100.00%)	(8,600)	6,802
<u>Total Repairs & Maintenance</u>	<u>57,774</u>	<u>38,100</u>	<u>51.64%</u>	<u>19,674</u>	<u>26,416</u>

2025-26 DRAFT OPERATING BUDGET V1

	2026 BUDGET	2025 BUDGET	%	\$	2025 YTD
<u>Vehicle Expenses</u>					
Vehicle Insurance	3,739	2,877	29.95%	862	2,733
Fuel	3,500	3,500	0.00%	0	1,018
Vehicle Maintenance	5,850	1,450	303.45%	4,400	72,285
<u>Total Vehicle Expenses</u>	<u>13,089</u>	<u>7,827</u>	<u>67.22%</u>	<u>5,262</u>	<u>76,036</u>
<u>Long Term Debt</u>					
Principal	18,150	18,150	0.00%	0	0
Interest	7,517	7,933	(5.24%)	(415)	4,067
<u>Total Long Term Debt</u>	<u>25,667</u>	<u>26,083</u>	<u>(1.59%)</u>	<u>(415)</u>	<u>4,067</u>
<u>Partner Contributions</u>					
Annapolis Valley Regional Library	17,400	17,400	0.00%	0	14,009
<u>Total Partner Contributions</u>	<u>17,400</u>	<u>17,400</u>	<u>0.00%</u>	<u>0</u>	<u>14,009</u>
Total Expenses	175,653	142,104	23.61%	33,549	176,821
Net Surplus (Deficit)	(150,017)	(122,468)	22.49%	(27,549)	(151,875)

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