



*2018 Annual  
Report*



# 2018 Annual Report

## Table of Contents

MESSAGE FROM THE MAYOR .....	1
FOREWORD .....	2
COMMUNITY PROFILE.....	3
VILLAGE COUNCIL.....	3
PROPERTY TAX RATE AND USER CHARGES .....	4
GRANTS FOR SOCIAL OR ENVIRONMENTAL PURPOSES .....	4
ECONOMIC DEVELOPMENT ASSISTANCE AND GRANTS .....	4
SERVICES .....	5
GENERAL SERVICES.....	5
General Government Services.....	5
Protective Services .....	5
Transportation Services.....	6
Environmental Health Services.....	6
Environmental Development Services .....	6
Recreation and Cultural Services.....	6
Fiscal Services .....	6
WASTEWATER UTILITY OPERATING BUDGET .....	7
Wastewater Disposal Service .....	7
Fiscal Services for Wastewater Disposal.....	7
APPENDIX I .....	8
APPENDIX II .....	9

## MESSAGE FROM THE MAYOR

On behalf of the Village of Gagetown Council, it is my pleasure to share the 2018 Annual Report for the Village. This report is required under the Local Governance Act.

In 2018 the Council continued to work towards improving the Village and its infrastructure. Projects and improvements have been made to some of our streets with paving and drainage and improvements to our green spaces, recreation centre and arena.

I would invite all citizens of the Village to get more involved. Take time to use our recreational facilities, walking trails, festivals and activities that take place throughout the year. Voice your concerns, make comments and let us know what you would like in our Village.

I would like to recognize Councillors for their dedication and effort in making our Village a better place to live and congratulate our administrative staff on the great job they have done throughout the year and the professional manner which they conduct Village affairs. Without your input and dedication, the achievements we accomplished would not be possible.

Thank you to the volunteers in our Village. Without your time and assistance, we could not accomplish the many things that we do. Organizations such as GASHA, the Rec Council, Rotary Club, Legion Br 71 and the Village of Gagetown Volunteer Fire Department are top notch and make a meaningful contribution to better our community.

It is my pleasure to serve the Village of Gagetown and work towards achieving the objectives of the Village.

Yours Sincerely,

Michael Blaney  
Mayor



---

# Village of Gagetown 2018 Annual Report

---

## FOREWORD

This annual report is prepared pursuant to section 105 of the *Local Governance Act*, and Regulation 2018-54.

This Report contains general information about Village of Gagetown such as its population; tax base; tax rate and user charges, as well as more detailed information regarding Village Council, the provision of grants, and the types and cost of the services provided. The 2018 Audited Financial Statements are appended as Appendix II.

## **COMMUNITY PROFILE**

The Village of Gagetown, a small community seeped in history, is in the southern portion of the province, 58 km from the Provincial Capital of Fredericton. With a population of 711, it is often described as a tranquil haven for those escaping the rush of city life and is a favorite place for visitors who love the outdoors, wildlife, boating and arts and crafts.

Waterfront amenities include a public wharf, Rotary Park and boat launch - also widely used for picnics, swimming, boating and family gatherings. The Village also offers a marina, arts, galleries and historical properties and museums. The Village Green is the home of our Farmers Market, where local farm fresh produce is available every Sunday through-out the summer and fall and is also home to 'Formations', our piece from the 2018 Sculpture Saint John Symposium.

The Village Office is located at 41 Front St and is administered by a Chief Administrative Officer, an assistant Clerk/Treasurer, and Public Works. Other municipal services include the Fire Hall, located at 68 Babbit Street, which accommodates both the VGVFD and the Public Works Department, equipment and supplies.

Village departments are General Government/Administration, Protective Services, Transportation, Environment Services, Public Health and Welfare, Environmental Development, Recreation and Wastewater Services.

Village of Gagetown's Village Office, is the source for municipal information including details on the Council, staff, council meeting agendas and minutes, by-laws and much more. Please visit our website: [www.villageofgagetown.ca](http://www.villageofgagetown.ca)

## **VILLAGE COUNCIL**

The Village of Gagetown Council is composed of a mayor and four councillors, elected every four years. The current council was elected in May 2016.

### **Council members and their portfolios**

- a) Mayor Mike Blaney: Solid waste and Planning and Development;
- b) Deputy Mayor Robert White: Roads and Transportation, Emergency Measures and Wastewater;
- c) Councillor Paul McNamee: Recreation and Youth, Policing
- d) Councillor Frank Massoeurs: Buildings, Human Resources and Animal Control; and
- e) Councillor Derek Pleadwell: Tourism and Beautification, Fire Department and Finance.

### **Remuneration of Council**

The Mayor and Councillors each receive an honorarium and expenses for travelling on Village business outside of the Village of Gagetown, as authorized in By-Law 2A. In 2018, the payments totaled \$21,600 and are detailed in Table 1 below.

Table 1

*Council Honorariums and Expenses:*

	Honorarium	Expenses
Mayor Mike Blaney	\$3200	\$1600
Deputy Mayor Robert White	\$2800	\$1400
Councillor Paul McNamee	\$2800	\$1400
Councillor Frank Massoeurs	\$2800	\$1400
Councillor Derek Pleadwell	\$2800	\$1400

**Council Meetings**

All council meetings are held in Council Chambers in the Village Office located at 41 Front Street. All regular, special and of committee of council meetings are open to the public. The regular meetings are held on the third Monday of each month beginning at 6:30pm, or on the following Tuesday if the Monday is a statutory holiday. A special meeting is held when there are matters that Council determines cannot wait until a regular meeting or that will require very lengthy discussion.

Refer to Appendix I for the types and dates of meetings, member attendance and means of participation.

**PROPERTY TAX RATE AND USER CHARGES**

The tax base for Village of Gagetown in 2018 was \$60,887,845 and the residential property tax rate was \$1.4534 per \$100 of assessment. A homeowner with a property assessed at \$80,000 paid \$1162.72 in local property taxes.

Additionally, the Village provides wastewater disposal services on a user charge basis. The residential user fee in 2018 was \$325 per year.

**GRANTS FOR SOCIAL OR ENVIRONMENTAL PURPOSES**

One of the purposes of a local government as stated in the *Local Governance Act* is to foster the economic, social and environmental well-being of its community. In 2018, Village of Gagetown provided grants totaling \$500 or more to:

- a) 2018 Follyfest: \$2500
- b) Royal Canadian Legion Branch No. 71: \$700
- c) High and Dry Festival: \$1135
- d) Christmas in the Village \$1500
- e) Girl Guides: \$500
- f) Gagetown Pioneers: \$700

## **SERVICES**

Local government budgets and services are established in accordance with a standardized classification system. In 2018, the council adopted a general operating budget of \$1,120,722. Actual expenditures for the year were \$1,085,840.

The Village has a utility operating budget for wastewater disposal services. The approved budget was \$66,475. The actual expenditures were \$64,235.

A short description of the classifications and an outline of how funds were expended follows:

### **General Government Services**

Total Expenditures: \$214,889

This category includes expenditures relating to administering the Village, honorariums for mayor and councillors (\$22,200); administration (\$135,392) which includes operating and maintenance costs: hydro, phones, internet, wages of admin staff and deductions from wages, (E.I., Income taxes, WorkSafe) ; legal and auditing fees (\$11,129); grants to local organizations (\$7,035); liability insurance (\$23,666) and the cost of assessment of properties within the Village (\$11,812).

### **Protective Services**

Total Expenditures: \$242,403

Protective services include policing, fire protection, emergency measures and animal control.

Policing services are provided through a 20-year contract with the Province of New Brunswick for RCMP services. RCMP services are cost shared regionally based on population and tax base. Our share of the cost in 2018 was \$99,130.

The Village of Gagetown Volunteer Fire Department provides fire protection services to the Village and to the local service districts up to and including Queenstown/Hampstead. The fire department currently consists of the fire chief and fifteen volunteer firefighters from within the service area. The cost of the service is shared across the service area tax base on a proportional basis. The local service districts pay approximately 21% of the previous year's operating (\$87,853) and debt (\$31,081) costs (see fiscal services).

The Village has two fire pumpers, one fire tanker, one bush truck and two rescue trucks. Ongoing maintenance costs of all capitol assets are included in the cost of the service. Plans are being developed to meet upcoming needs regarding roof replacement on the fire hall.

EMO expenditures consisted primarily of flood relief (\$67,676), \$40,571 of which was reimbursed through the Department of Justice and Public Safety's Disaster Financial Assistance fund.

### **Transportation Services**

Total expenditures: \$241,530

In Village of Gagetown this category consists of the wage envelope for a full-time employee and one summer student hired through the Provincial SEED Program. The provincial grant covered the majority of the salary, \$1,000 of the \$1,200 total cost.

Transportation Services also includes summer and winter road maintenance and street lighting. Roads in the Village include provincial, regional and municipal roads totaling approximately 28 km. The Village is responsible for the capital and operating costs of approximately 20 kms of local roads (\$105,935) within its boundaries and the remainder fall under provincial jurisdiction. General maintenance undertaken include culvert repairs and installations, ditching, mulching and street sweeping. The cost of fuel and oil and equipment repairs would also fall under this category.

Village of Gagetown, using the Village's 2018 allotment of \$51,472 combined with prior year payments (\$147,718.00) of the Canada – New Brunswick Agreement on the Transfer of Federal Gas Tax (Gas Tax Fund), resurfaced Knorr Road and Loomcroft Lane (\$183,099.55) and completed the work on Harts Lake Road (\$11,065) which began in 2016 (total cost over 2 yrs \$42,576.00). The report for the audit will be presented to Council in early fall 2019.

The Village has a contract with the provincial Department of Transportation and Infrastructure (DTI) for maintenance in summer and winter (\$99,965).

The cost of street lighting was \$35,630 in 2018.

### **Environmental Services**

Total expenditures: \$55,772

This category includes expenditures related to solid waste collection and disposal. The Village has a contract with FERO to collect solid waste and recycling generated by Village residents and dispose of it at the Fredericton Regional Solid Waste Facility located on Alison Boulevard. The tipping fee (cost per tonne) for disposal of residential waste is \$90.

Collection costs for 2018 totaled \$37,052 and disposal costs were \$18,719.

### **Public Health and Welfare**

Total expenditures: \$4,495

Maintenance and upkeep of the Medical Clinic. Upkeep on heat pump, and general repairs such as replacing toilet.

### **Environmental Development Services**

Total expenditures: \$28,367

Environmental development services in Village of Gagetown include the costs for land use planning, which is provided by the Regional Service Commission (\$19,837) and costs related to promotion of tourism and beautification (\$8,539).



### Recreation and Cultural Services

Total expenditures: \$86,545

This category includes expenses for the operation and maintenance of the recreation facilities (\$46,864) such as hydro, replacing lights, paint and Recreation Director wages (\$39,681).

Additionally, the Village invested \$11,530 in 2018 in preparing the land on Peters Road for the new ballfield.

### Fiscal Services

Total expenditures: \$64,360

This category includes interest on short and long-term loans (\$11,360), principal repayment of long-term debt (\$53,000), the funding of prior year deficits and transfers to reserve funds for future expenditures.

In 2018 the Village had a principal repayments of \$47,000 and interest payments of \$10,718. See Table 2 for further information.

*Table 2*

#### *General Fund Debt*

Purpose	Year	Amt	Term	Prnpl	Int
BR 28-2017 Front St	2017	\$325,000	15 Years	\$19,000	\$8,342
BO 39-2016 2006 Fire Truck	2016	\$85,000	15 Years	\$17,000	\$1,074
BC 29-2010 2010 Fire Truck	2010	\$105,000	10 years	\$11,000	\$1,302
AZ 45-2008 Drummond Rd	2008	\$ 55,000	10 Years	\$ 7,000	\$ 346

### WASTEWATER UTILITY OPERATING BUDGET

Total expenditures \$64,235

The wastewater disposal system has 201 users. The system includes piping, one lift station and a lagoon. The outflow from the lagoon is tested monthly to ensure it is operating in accordance with applicable provincial and federal standards.

#### Wastewater Disposal Service

Expenditures include costs of administration and personnel (\$44,552) and collection, treatment and disposal (\$19,683).

#### Fiscal Services for Wastewater Disposal

Expenditures include interest on short and long-term loans, principal repayment of long-term debt, the

funding of prior year deficits and transfers to reserve funds for future expenditures. There are no loans or debt on the wastewater accounts.

## APPENDIX I

### 2018 COUNCIL MEETING DATES and ATTENDANCE

Dates	Meetings	Mayor Blaney	Deputy Mayor White	Councillor McNamee	Councillor Massoeurs	Councillor Pleadwell
24 Jan 2018	Regular					
08 Feb 2018	Special					
20 Feb 2019	Regular					
01 Mar 2019	Special					
19 Mar 2019	Regular					
16 Apr 2019	Regular					
22 May 2019	Regular					
18 Jun 2018	Regular					
04 Jul 2018	Special					
16 Jul 2018	Regular					
12 Sep 2018	Special					
17 Sep 2019	Regular					
15 Oct 2019	Regular					
19 Nov 2018	Regular					
17 Dec 2019	Regular					

#### LEGEND:

PRESENT 

ABSENT 

## **APPENDIX II**

(2018 Audited Financial Statements)