



*2019 Annual  
Report*



# 2019 Annual Report

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## MESSAGE FROM THE MAYOR

On behalf of the Village of Gagetown Council, it is my pleasure to share the 2019 Annual Report for the Village. This report is required under the Local Governance Act.

In 2019 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, Treasures, 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 2019 Annual Report

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## 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 2019 Audited Financial Statements are appended as Appendix II.

## **COMMUNITY PROFILE**

The Village of Gagetown, a small community steeped 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 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 day 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 a very detailed 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 2019 was \$59,893,550 and the residential property tax rate was \$1.4532 per \$100 of assessment. A homeowner with a property assessed at \$80,000 paid \$1,162.56 in local property taxes.

Additionally, the Village provides wastewater disposal services on a user charge basis. The residential user fee in 2019 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 2019, Village of Gagetown provided grants totaling \$500 or more to:

- a. Follyfest: \$2500
- b. High and Dry Festival: \$750
- c. Christmas in the Village \$1,500
- d. Girl Guides: \$500
- e. Gagetown Pioneers: \$500

## SERVICES

Local government budgets and services are established in accordance with a standardized classification system. In 2019, the council adopted a general operating budget of \$1,000,081. Actual expenditures were \$1,083,424.62 for the year.

The Village has a utility operating budget for wastewater disposal services. The approved budget was \$84,839. The actual expenditures were \$28,435.29 for the year.

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

### General Government Services

Total Expenditures: \$254,839

This category includes expenditures relating to administering the Village. The major items are as follows:

- Honorariums for mayor and councilors: \$21,600
- Auditing costs: \$6,000
- Wages & Payroll Burdens: \$149,305
- Administration: \$22,152
- Civic Relations & Grants: \$12,039
- Liability insurance & WCB: \$33,422
- Cost of Assessment of Properties: \$11,619

### Protective Services

Total Expenditures: \$211,855

Protective services include Policing, Fire Protection and Emergency Measures Organization.

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. The Village of Gagetown share of the cost was \$99,466 in 2019.

The Village of Gagetown Volunteer Fire Department is a volunteer service which provides fire protection services for the Village of Gagetown and to the surrounding Local Service Districts through our Capital District Mutual Aid Agreement. This agreement increases our ability to provide fire protection services by assuring that surrounding fire departments will come to the aid of a partner fire department should the need arise. The Village of Gagetown Volunteer Fire Department currently consists of the Fire Chief and thirteen volunteer firefighters from within the service area. The cost of the service was in excess of \$110,000 for 2019. As part of our Mutual Aid Agreement, the Local Service Districts pay approximately 21% of the previous year's operating and debt costs (see fiscal services). The Local Service Districts paid the Village of Gagetown \$23,020 for 2019.

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

The Village of Gagetown has a Municipal Emergency Action Committee (MEAC) which activates in the event of an emergency. The Committee has representatives from community volunteer members, Village Staff and Council. In 2019 the MEAC participated in Exercise Bravo, an emergency exercise managed by the NBEMO. The exercise takes municipalities through the steps that would be required during a real emergency.

The Village also has wired the Recreation Centre, Fire Hall and the Village Office for the use of backup generators. Generators have been purchased to provide backup power for these sites in the event of a power outage during an emergency.

During the 2019 flooding of the St. John River the Village arranged for sand and sandbags for residents to help protect their properties. As well, the Village arranged for large waste containers to be delivered so residents had a place to take items or materials damaged by the flooding. As part of the Disaster Financial Assistance program through the Department of Justice and Public Safety, the Village was able to recover over \$5,300 of the costs incurred due to the flooding.

Total EMO expenditures were \$12,389 for 2019. These were almost equally split between flood costs and emergency preparedness

### **Transportation Services**

Total expenditures: \$381,872

In this category we include of all costs related to the winter and summer maintenance and operation of the roads network. The Village maintains one full-time employee and, in 2019, one summer student hired through the Canada Summer Jobs program. The remainder of the work is completed through NBDTI and private contractors.

Roads in the Village are broken into three categories, as follows:

- Provincial Roads – which includes the portion of HWY 102 within the Village limits – 28+ lane-km
- Regional Roads – which includes Ferry Road, Upper Hampstead Road, Doctors Hill Road, a portion of Tilley Road and a portion of Mill Road - for a total of almost 12 lane-km
- Municipal Roads – all other roads in the Village not mentioned above – over 40 lane-km

The Village has a contract with the New Brunswick Department of Transportation and Infrastructure (NBDTI) for winter maintenance on all roads and summer maintenance on the Provincial and Regional roads. This contract cost \$100,559 for the year 2019. Additional funds in the amount of \$136,052.93 were paid to NBDTI in 2019 as payment on account in arrears.

General maintenance operations each year include patching, grading, culvert repairs and installations, ditching, mulching, lawn mowing and street sweeping. The total cost for these items was \$110,586 in 2019.

The Village of Gagetown receives funding each year under the Canada – New Brunswick Agreement on the Transfer of Federal Gas Tax, known as the Gas Tax Fund. The Village prepares a five-year plan specifying how we intend to spend the money received from the Gas Tax Fund. In 2019, the Village received its allotment of \$48,995 as well as a one-time top-up of \$52,002 from the fund. The funds were used to replace a failed culvert on Norwood Road, repave Front Street (from Mill Road to Hector Road) and to repair drainage problems on Front Street and at the intersection of Tilley Road and Peters Road.

The cost of street lighting was \$34,675 in 2019.

### **Environmental Services**

Total expenditures: \$56,996

This category includes expenditures related the collection and disposal of solid waste and the collection and recovery of recyclable materials. The Village has a contract with FERO Waste & Recycling Inc. to collect solid waste and recyclable materials generated in the Village. The solid waste and recyclables are taken to the Fredericton Regional Solid Waste Facility located on Alison Boulevard for disposal or recycling. The fee for disposal of residential waste (known as the tipping fee) is \$90 per tonne.

Collection costs for 2019 totaled \$32,217 and disposal and other costs were \$24,779.

### **Public Health and Welfare**

Total expenditures: \$3,272

The Village owns the building and property used as the medical clinic on Doctors Hill Road. The facility is rented to Dr. Haines for him to operate the medical clinic. The costs in this category include the property taxes, maintenance and upkeep of the clinic.

### **Environmental Development Services**

Total expenditures: \$25,989

Environmental development services in Village of Gagetown include the costs for land use planning. In 2019 the costs for Planning & Development was \$18,259 which pays for the services provided by the Regional Service Commission 11.

The costs related to promotion of tourism and beautification was \$7,730 for the year 2019.

## Recreation and Cultural Services

Total expenditures: \$73,521

The Village of Gagetown owns the property and buildings known as the Recreation Centre on Mill Road. The Village leases the property and buildings to the Gagetown & District Recreation Council for them to operate the programs and services they provide. The Village also owns and/or operates the Public Wharf, Harts Lake Park, several parts of the Walking Trail through the Village, Rotary Park and the Village Green. These properties are maintained for recreation and cultural activities.

Costs in this category includes expenses for the operation and maintenance of the above properties and facilities. The total costs were \$73,521 for 2019.

## Fiscal Services

Total expenditures: \$84,471

This category includes interest on short and long-term loans, principle repayment of long-term debt, the funding of prior year's deficits and transfers to reserve funds for future expenditures.

The interest on short- and long-term debt was \$17,471 and principal repayment of long-term debt of \$67,000 for 2019. There was no previous year debt to finance in 2109 and there were no transfers to reserve accounts.

See Table 2 for further information.

*Table 2*

### *General Fund Debt*

Purpose	Year	Amount	Term	Principal	Interest
BR 31-2019 Fire Truck & Office Building	2019	579,000	15 Years	\$19,000	\$7,516
BR 28-2017 Front Street Reconstruction	2017	\$325,000	15 Years	\$19,000	\$8,342
BO 39-2016 2006 Fire Truck	2016	\$86,000	5 Years	\$17,000	\$806
BC 29-2010 2010 Fire Truck	2010	\$105,000	10 years	\$12,000	\$807

## **WASTEWATER UTILITY OPERATING BUDGET**

Total expenditures \$57,009

The Village of Gagetown has operated a wastewater disposal system since 1990. The system includes underground sewer main piping to collect residential sewage, one lift station and a sewage treatment lagoon. There are approximately 200 residences connected to the system. The treated sewage from the lagoon is tested monthly to ensure it is operating in accordance with applicable provincial and federal standards and in compliance with our Permit to Operate issued by the Department of Environment.

### **Wastewater Disposal Service**

Expenditures include costs of maintenance and repair of the sewage system, administration and personnel, and testing to ensure compliance.

### **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

### 2019 COUNCIL MEETING DATES and ATTENDANCE

Dates	Meetings	Mayor Blaney	Deputy Mayor White	Councillor McNamee	Councillor Massoeurs	Councillor Pleadwell
2019 01 07	Special					
2019 01 21	Regular					
2019 02 19	Regular					
2019 03 18	Regular					
2019 04 15	Regular					
2019 05 21	Regular					
2019 06 05	Special					
2019 06 17	Regular					
2019 07 03	Special					
2019 07 17	Special					
2019 08 19	Regular					
2019 09 16	Regular					
2019 10 21	Regular					
2019 11 18	Regular					
2019 11 25	Special					
2019 12 05	Special					
2019 12 16	Regular					

#### LEGEND:

PRESENT

ABSENT

RESIGNED

## **APPENDIX II**

(2018 Audited Financial Statements)