

2022-05-03 Special Council

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MUNICIPALITY OF THE COUNTY OF ANNAPOLIS

SPECIAL MUNICIPAL COUNCIL AGENDA

1:00p.m. – Tuesday, May 3, 2022

Municipal Administration Building, 752 St. George Street, Annapolis Royal

10:00
a.m.

1. **ROLL CALL**
2. **DISCLOSURE OF INTEREST**
3. **APPROVAL of the AGENDA (Order of the Day)**
That municipal council approve the Order of the Day as circulated.

4. **NEW BUSINESS**

- 4.1 **Levy and Collection of Tax Rate for Fiscal Year 2022-2023**

THAT municipal council authorize the levying and collection of the rate of \$1.025 on each one hundred dollars of the assessed value of residential and resource property assessed in the assessment roll and the rate of \$1.80 on each one hundred dollars of the assessed value of commercial property assessed in the assessment roll, which rates the Council deems sufficient to raise the sums required to defray expenditures of the said Municipality for the said year, and any deficit from any proceeding year; and

Authorize that interest at the rate of 12% per annum be charged on current rates and taxes remaining unpaid on or after June 30, 2022; and

Authorize the payment of said taxes to be made to the Municipal Treasurer of the said Municipality on or before the last day of June in the said year; and

That Municipal council fixes June 30, 2022, as the day after which the Clerk may proceed to issue warrants for the collection of all rates and taxes unpaid; in accordance with the recommendation of Special Committee of the Whole.

- 4.2 **Collection of Area Rates for 2022-2023**

THAT municipal council set the area rates for streetlights, fire hydrants, paving, sidewalks and other specified rates as presented for the 2022-23 fiscal year; in accordance with section 75 of the *Municipal Government Act*, the area rate shall apply to the residential, commercial, resource, and business occupancy assessment in the area, as recommended by Special Committee of the Whole.

- 4.3 **Draft 2022-2023 Capital Plan**

- 4.4 **Strategic Planning Session – Set Date and Alternate Date**

5. **ADJOURNMENT**

THAT Municipal Council adjourn this special session.



COUNTY of ANNAPOLIS
NATURALLY ROOTED

2022-23 Operating Budget

Property Taxes

Property Tax Bill = Property Assessment Value * County Tax Rate

Property Assessment	Set by Property Valuation Services Corporation (PVSC)	5.40% average increase in property values
Tax Rate	Set by the County to generate the levy required for operations	0.00% Change in tax levy

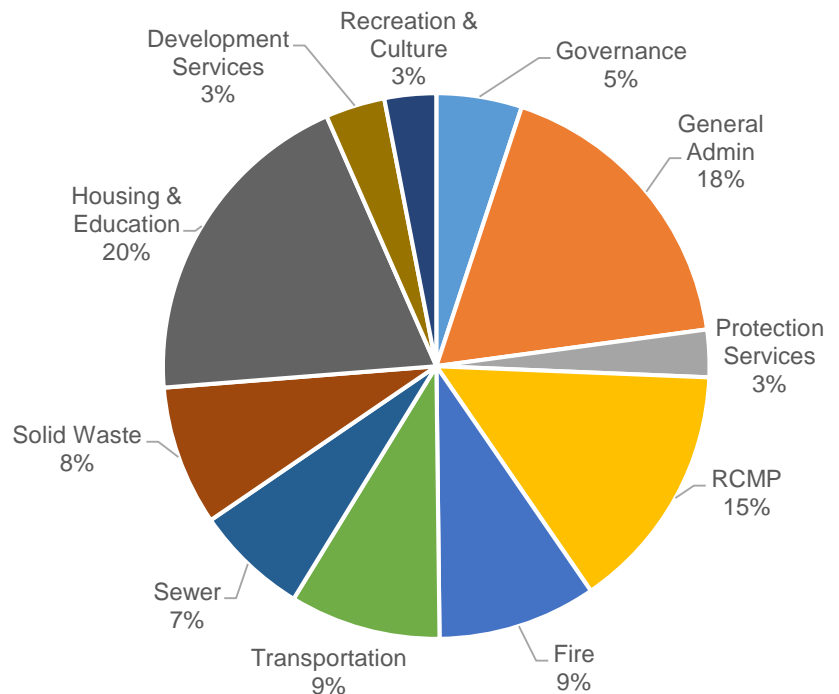
Average Dwelling Assessment Value: \$147,560

Increase in annual tax bill for average dwelling: \$77

Budget Highlights

- Strategic Planning
- Upper Clements Park
- Physician Recruitment
- Support for Hospice
- Trans County Transportation Society
- Focus on Tourism in the County
- Building Reserves for Future Sustainability

County Levy Distribution



Levy and Collection of Tax Rate for Fiscal Year 2022-23

Pursuant to section 72 of the *Municipal Government Act*, the Municipal Council of the Municipality of the County of Annapolis estimates that sums amounting to \$12,694,250 are required for the lawful purpose of the Municipality for the year ending March 31, 2023, to be raised from the residential assessment and the sums amounting to \$1,056,760 are required as aforesaid to be raised from commercial assessment, after crediting the probable revenue from all sources other than rates for the said year and making due allowances for the abatement and losses which might occur in the collection of the taxes for the said year which may not be collected or collectible;

In accordance with the recommendation of the Committee of the Whole, municipal council authorize the levying and collection of the rate of \$1.025 on each one hundred dollars of the assessed value of residential and resource property assessed in the assessment roll and the rate of \$1.80 on each one hundred dollars of the assessed value of commercial property assessed in the assessment roll, which rates the Council deems sufficient to raise the sums required to defray expenditures of the said Municipality for the said year, and any deficit from any proceeding year; and

Authorize that interest at the rate of 12% per annum be charged on current rates and taxes remaining unpaid on or after June 30, 2022; and

Authorize the payment of said taxes to be made to the Municipal Treasurer of the said Municipality on or before the last day of June in the said year; and

That Municipal council fixes June 30, 2022, as the day after which the Clerk may proceed to issue warrants for the collection of all rates and taxes unpaid.

Collection of Area Rates for 2022-23

Pursuant to the recommendation of the Committee of the Whole, that municipal council set the area rates for streetlights, fire hydrants, paving, sidewalks and other specified rates as presented for the 2022-23 fiscal year; in accordance with section 75 of the *Municipal Government Act*, the area rate shall apply to the residential, commercial, resource, and business occupancy assessment in the area, attached.

2022-23 Area Rates

	DISTRICT #	CODE	RATE
<u>Hydrants</u>			
Margaretsville	2	HA	0.002587
Inglewood	3	HB	0.002345
Granville Ferry	4&5	HC	0.002125
Carleton Corner	7	HD	0.001950
Church Road	3	HE	0.001946
Middleton	2,10	HF	0.002413
Cornwallis Park	6	HG	0.002567
Bridgetown	3&7	HH	0.002890
<u>PAVING</u>			
Chipman Dr./Baxter Ave.	1	PK	0.000702
Cameron Drive	1	PL	0.000301
Brookside/Pine Grove	1	PQ	0.000641
Bradley Street	1	PS	0.000447
Ward Estates Paving (per 2022/23- lum sum)	11		\$ 435.33
Water Supply Lending Program	1 acct		
McKearney	115661		\$ 1,761.16
<u>STREET LIGHTING (Selected Areas)</u>			
	all	LT	0.000428
<u>KINGSTON FIRE PROTECTION</u>			
	1 & 11	FP	0.000600
<u>VILLAGE OF LAWRENCETOWN RATE</u>			
	10	V1	0.006600
<u>FIRE RATE CAPITAL</u>			
	all	FC	0.000611
<u>BRIDGETOWN COMMUNITY RATE</u>			
	Residential	BC	0.005290
	Commercial	B2	0.007935

Bridgetown Rates - BC, B2, LT, HH, FC

PROJECTS	GROSS PROJECT COST	GAS TAX	MAX YOUNG RESERVE	RESERVE FUNDS - All reserves not related to water/wastewater	WATER/WASTE WATER Reserve	FINANCING	OTHER FUNDING	GRANTS	TOTALS
General Government Services (Buildings-IT Equipment & Office Equipment)									
Annapolis Administration Renovation	\$ 530,000	\$ -	\$ -	\$ -	\$ -	\$ 530,000	\$ -	\$ -	\$ 530,000
Bridgetown Arena Capital Improvements	\$ 96,000	\$ 40,000	\$ 21,000	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 96,000
Asset Management Software and Implementation	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Software and License Upgrades (Sharepoint/Exchange Server/Windows)	\$ 37,543	\$ -	\$ -	\$ 37,543	\$ -	\$ -	\$ -	\$ -	\$ 37,543
Totals	\$ 763,543	\$ 140,000	\$ 21,000	\$ 72,543	\$ -	\$ 530,000	\$ -	\$ -	\$ 763,543
Environmental Development Services									
Former Upper Clements Park Demolition	622,066			\$ -	\$ -	\$ 622,066			\$ 622,066
Totals	\$ 622,066	\$ -	\$ -	\$ -	\$ -	\$ 622,066	\$ -	\$ -	\$ 622,066
Transportation Services (Transit, Streets, Sidewalks, and Storm Sewers)									
Church Street Pedestian Cross Walk Repair (includes accessibility requirements)	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Harbourview Crescent storm water diversion/drains	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Totals	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000
Drinking Water Management									
Source Water Implementation (GF/M'ville/Cornwallis/B'town) - Action items	\$ 54,500	\$ -	\$ -	\$ -	\$ 54,500	\$ -	\$ -	\$ -	\$ 54,500
Bridgetown and County Water Capital Improvements	\$ 466,000	\$ 130,000	\$ -	\$ -	\$ 336,000	\$ -	\$ -	\$ -	\$ 466,000
Totals	\$ 520,500	\$ 130,000	\$ -	\$ -	\$ 390,500	\$ -	\$ -	\$ -	\$ 520,500
Environmental Services (Wastewater Management)									
Bridgetown and County Lift Station Capital Improvements	\$ 275,000	\$ 225,000	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ 275,000
Bridgetown & County Wastewater - Capital Improvements	\$ 565,000	\$ 445,000	\$ -	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ 565,000
Totals	\$ 840,000	\$ 670,000	\$ -	\$ -	\$ 170,000	\$ -	\$ -	\$ -	\$ 840,000
Consolidated Projects - Water/Sewer/Roads									
SCADA (Supervisory control and data acquisition) Upgrade - All County/B'town Water & Wastev	\$ 181,000	\$ 60,000	\$ -	\$ -	\$ 121,000	\$ -	\$ -	\$ -	\$ 181,000
Queen Street Upgrade (water, sewer, street sidewalk) additonal funds	\$ 745,291	\$ -	\$ -	\$ 491,892	\$ 253,399	\$ -	\$ -	\$ -	\$ 745,291
Totals	\$ 926,291	\$ 60,000	\$ -	\$ 491,892	\$ 374,399	\$ -	\$ -	\$ -	\$ 926,291
Facilities Parks and Trails									
Raven Haven - remediation of site/park improvements	\$ 100,000	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Jubilee Park Capital Improvements	\$ 25,000	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Sport Hub Capital Improvements	\$ 173,000	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ -	\$ 3,000	\$ 50,000	\$ 173,000
Parks/Trails Capital Improvement	\$ 5,000	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Totals	\$ 303,000	\$ 60,000	\$ -	\$ 190,000	\$ -	\$ -	\$ 3,000	\$ 50,000	\$ 303,000
Solid Waste Services									
Site Reclamation Plan - Waste Transfer	\$ 14,000	\$ 14,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,000
Totals	\$ 14,000	\$ 14,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,000
Capital Equipment Purchasing Plan									
Vehicle Replacement Program	\$ 330,000	\$ -	\$ -	\$ 65,000	\$ 85,000	\$ 180,000	\$ -	\$ -	\$ 330,000
Snow Plow & Salt Spreader F550	\$ 30,000	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ 30,000
Brush Chipper	\$ 10,000	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ 10,000
Totals	\$ 370,000	\$ -	\$ -	\$ 105,000	\$ 85,000	\$ 180,000	\$ -	\$ -	\$ 370,000
Total Project Costs	\$ 4,399,400	\$ 1,114,000	\$ 21,000	\$ 859,435	\$ 1,019,899	\$ 1,332,066	\$ 3,000	\$ 50,000	\$ 4,399,400

Previously Approved Funded Projects

Hillside Water Distribution Upgrade (73.33% grant;26.67% customer pay)	\$	395,226
Water Rate Studies (County & Bridgetown) carry forward	\$	30,000
Sport Hub Capital Improvements accessibility	\$	100,000
Queen Street Upgrade (water, sewer, street sidewalk)	\$	937,600
Bridgetown Easement (Pyke)	\$	35,000
Aim Asset Management Program (Consultant)	\$	62,500
Bridgetown Parking lot Sign and brickwork carry forward	\$	23,500
Church Street Pedestian Cross Walk Repair (includes accessibility requirements)	\$	50,000
Bear River Bridge TIR Work Complete waitng on Invoice from TIR)	\$	75,000
Bridgetown Bridge Maintenance (TIR Cost Share)	\$	15,000
Lift Station GF #3 Access and rails(safety)	\$	15,000
Lift Station Carleton Corner	\$	20,000

Projects Being Considered Pending Funding Applications

Sewer Extension Mountains and Meadows (73.33% grant;26.67% customer pay)	\$	681,250
Bear River Water Extension (73.33% grant;26.67% customer pay)	\$	529,914

Capital Project			
Annapolis Administration Renovation			
Project Description			
<p>Annapolis Renovation to accommodate the consolidation of municipal staff into the Annapolis Administration building. This renovation will also include the main reception area and will address accessibility upgrades to renovated areas. A Request for Proposals was issued on February 10, 2022 to identify a contractor capable of overseeing a renovation of approx. 2000 square feet of the unfinished lower level and the main reception area. Budget Estimate includes additional costs associated with furniture needs and temporary storage solutions during the construction phase of the project.</p>			
Budget			
Budget Estimate		Funding Sources	
Estimate	\$ 530,000	FINANCING	\$ 530,000
Total	\$ 530,000	Total	\$ 530,000

Capital Project			
Bridgetown Arena Capital Improvements			
Project Description			
<p>Electrical Panel Upgrade phase 1 - 12 panels in total to be replaced (multi-year); Carbon Neutral Study building and CO2 plant, Accessibility Design Costing Miscellaneous capital costs associated with the Bridgetown Memorial Arena that may occur.</p>			
Budget			
Budget Estimate		Funding Sources	
Estimate	\$ 96,000	GAS TAX	\$ 40,000
		CAPITAL RESERVE	\$ 10,000
		B'TOWN CAPITAL RESERVE	\$ 25,000
		MAX YOUNG RESERVE	\$ 21,000
Total	\$ 96,000	Total	\$ 96,000

Capital Project			
Asset Management Software and Implementation			
Project Description			
<p>Asset Management software required to facilitate asset management program - (capital depreciation and life cycle costs) and the implementation of the asset record compiled by AIM Asset Management consultants (build template, map County assets).</p>			
Budget			
Budget Estimate		Funding Sources	
Estimate	\$ 100,000	GAS TAX	\$ 100,000
Total	\$ 100,000	Total	\$ 100,000

Capital Project				
Former Upper Clements Park Demolition				
Project Description				
Demolition of former Upper Clements Park - under the Dangerous and Unsightly process;				
Budget				
Budget Estimate		Funding Sources		
Estimate	\$ 622,066	FINANCING	\$ 622,066	?
Total	\$ 622,066	Total	\$ 622,066	

Transportation Services (Transit, Streets, Sidewalks, and Storm Sewers)				
Church Street Pedestrian Cross Walk Repair (includes accessibility requirements)				
Project Description				
Pedestrian cross walk located on Church Street in need of electrical repair, will include accessibility requirements, such as sound and curb improvements.				
Budget				
Budget Estimate		Funding Sources		
Estimate	\$ 10,000	GAS TAX	\$ 10,000	
Total	\$ 10,000	Total	\$ 10,000	

Transportation Services (Transit, Streets, Sidewalks, and Storm Sewers)				
Harbourview Crescent storm water diversion/drains				
Project Description				
Repair drainage ditch and diversion drains to ditch.				
Budget				
Budget Estimate		Funding Sources		
Estimate	\$ 30,000	GAS TAX	\$ 30,000	
Total	\$ 30,000	Total	\$ 30,000	

Drinking Water Management				
Source Water Implementation (GF/M'ville/Cornwallis/B'town) - Action items				
Project Description				
Review and implement action items as identified in the source water protection plans				
Budget				
Budget Estimate		Funding Sources		
Estimate	\$ 54,500	WATER RESERVE	\$ 44,500	
		B'TOWN WATER RESERVE	\$ 10,000	
Total	\$ 54,500	Total	\$ 54,500	

Drinking Water Management

Bridgetown and County Water Capital Improvements

Project Description

CORNWALLIS WATER 40K

- New level Controls and controls to Sump Pump - sump pump controls not operational, include level alarms connected to SCADA;
- 4 end of water main maintenance hydrants - 4 water mains are dead ended, need to be able to flush for water quality

MARGARETSVILLE WATER 130K

- Surface Reservoir Improvements - reservoir leak/ infiltration repairs
- Reservoir Assessment and Parging - repair res to extend service life
- Leak Detection (lateral repairs) - investigate water loss areas and develop plan to repair/replace infrastructure - phased project - approx 12 per year
- Install 2 Maintenance Hydrants to allow for proper flushing of water lines/improve water quality
- Upgrades to buildings -genset plug and-equipment water protection – building floods during power outage

GRANVILLE FERRY WATER 35K

- Upgrade of old service road (located at Mills Mtn Road and North Street) allocated to the County for use and access to Granville Ferry water reservoir and well sites by the Dept. of National Defense (DND). Wells and water reservoir are located on DND property. Previous access will be under full control of DND personnel only.

Miscellaneous County Water Capital Improvements 25K – To facilitate additional infrastructure upgrades due to system breaks that may occur outside of regular maintenance and repairs.

Water Meter Replacement Program 15K- Initiative to replace outdated/broken and manual read water meters to automated and compatible with current technology.

BRIDGETOWN WATER 126K

- Hydrant Seals (various) & Replacement hydrants (18 Freeman St.; 15 Rectory)
- Isolation Valves (2x10" + 2x 6" and 5 valve boxes)
- BT Wells surge suppression
- Rectory Street replace 1" line 6 services and water meters
- Backup generator

Miscellaneous Bridgetown Water Capital Improvements 35K – To facilitate additional infrastructure upgrades due to system breaks that may occur outside of regular maintenance and repairs.

Bridgetown Water Meter Replacement Program 60K- Initiative to replace outdated/broken and manual read water meters to automated and compatible with current technology.

Budget

Budget Estimate		Funding Sources	
Estimate	\$ 466,000	GAS TAX	\$ 130,000
		WATER RESERVE	\$ 115,000
		B'TOWN WATER RESERVE	\$ 221,000
Total	\$ 466,000	Total	\$ 466,000

Environmental Services (Wastewater Management)			
Bridgetown and County Lift Station Capital Improvements			
Project Description			
COUNTY Lift Stations 240K			
<ul style="list-style-type: none"> • Replace worn/damaged pumps/panels as required 50K • Gorman Rupp (5 LS) repairs replacement of missing gauges 20K • 5 L/S ultrasonic level control upgrade 25K • Phase protection all lift stations 50K • Carleton Corner #8 LS improvement 60K • Generator connections 35K; 			
Bridgetown Lift Stations 35K			
<ul style="list-style-type: none"> • Ultrasonic level control upgrade of level control equipment 10K • Pumps panels replacement program 25K 			
Budget			
Budget Estimate		Funding Sources	
Estimate	\$ 275,000	GAS TAX	\$ 225,000
		SEWER RESERVE	\$ 40,000
		B'TOWN SEWER RESERVE	\$ 10,000
Total	\$ 275,000	Total	\$ 275,000

Environmental Services (Wastewater Management)			
Bridgetown & County Wastewater - Capital Improvements			
Project Description			
NICTAUX WWTP - CAPITAL UPGRADES/IMPROVEMENTS 75K			
<ul style="list-style-type: none"> • Final phase of screener installation and process flow upgrade; • Power supply/ generator plug install. 			
CORNWALLIS WWTP - CAPITAL UPGRADES/IMPROVEMENTS 390K			
<ul style="list-style-type: none"> • Dept. of Labour (DOL) - structural steel to replace steel walkway stairs per DOL this originally was a 5 year phased project - have consolidated to complete this year; • Clarifier repair - to replace cast and steel with stainless steel rake and drive shaft - rake was temporarily repaired December 2021 identified the centre shaft was in need of replacement when clarifier was emptied; • UV pipe installation redesign • Surge Suppression to electrical system 			
COUNTY MISCELLANEOUS WASTEWATER CAPITAL IMPROVEMENTS 25K -to facilitate additional infrastructure upgrades due to system breaks that may occur outside of regular maintenance and repairs.			
BRIDGETOWN SEWER SERVICES UPGRADES/IMPROVEMENTS 55K			
<ul style="list-style-type: none"> • Replace generator due to safety /hazards concerns • Electrical panel in chlorine room replacement required • Force main repair Between BT 1 and BT 2 			
BRIDGETOWN MISCELLANEOUS WASTE WATER CAPITAL IMPROVEMENTS 20K - to facilitate additional infrastructure upgrades due to system breaks that may occur outside of regular maintenance and repairs.			
Budget			
Budget Estimate		Funding Sources	
Estimate	\$ 565,000	GAS TAX	\$ 445,000
		SEWER RESERVE	\$ 110,000
		B'TOWN SEWER RESERVE	\$ 10,000
Total	\$ 565,000	Total	\$ 565,000

Capital Project

SCADA (Supervisory control and data acquisition) Upgrade - All County/B'town Water & Wastewater Systems

Project Description

MARGRETSVILLE WATER 15K

- Replace PLC to control plant and communications

BRIDGETOWN WATER 30K

- Investigate and automate existing water wells/storage

BRIDGETOWN WASTEWATER 40K

- Upgrade existing SCADA to all 5 lift stations

BRIDGETOWN COUNTY LIFT STATIONS 20K

Upgrade existing SCADA to all 3 lift stations

NICTAUX WASTEWATER 10K

- Install new SCADA PLC and communications at all lift stations

CORNWALLIS WASTEWATER 46K

- Upgrade Bear River/Deep Brook/Cornwallis lift stations

BRIDGETOWN SEWER TREATMENT 10K

- Upgrade communications

CORNWALLIS WASTEWATER TREATMENT 10K

- Complete PLC/communication upgrade

Budget

Budget Estimate		Funding Sources	
Estimate	181,000	GAS TAX	\$ 60,000
		SEWER RESERVE	\$ 66,000
		B'TOWN SEWER RESERVE	\$ 10,000
		B'TOWN WATER RESERVE	\$ 30,000
		WATER RESERVE	\$ 15,000
Total	\$ 181,000	Total	\$ 181,000

Capital Project

Queen Street Upgrade (water, sewer, street sidewalk) additional funds to account for accessibility requirements and due to underfunding of project in previous year, such as non-allocation of engineering fees, HST and contingency. Previous year budget = \$937,600.00.

Project Description

Queen Street project consists of replacement of the existing groundwork, water system, sanitary system, storm system, streets and sidewalks.

Budget

Budget Estimate		Funding Sources	
Estimate	\$ 745,291	LETTER OF INTENT RESERVE	\$ 246,079
		B'TOWN SEWER RESERVE	\$ 111,794
		B'TOWN WATER RESERVE	\$ 141,605
		B'TOWN CAPITAL RESERVE	\$ 122,907
		B'TOWN OPERATING RESERVE	\$ 122,906
Total	\$ 745,291	Total	\$ 745,291

Facilities Parks and Trails			
Raven Haven - remediation of site/park improvements			
Project Description			
Demolish cabins/upgrade day use buildings and site. Report coming to Council in May.			
Budget			
Budget Estimate		Funding Sources	
Estimate	\$ 100,000	CAPITAL RESERVE	\$ 100,000
Total	\$ 100,000	Total	\$ 100,000

Facilities Parks and Trails			
Jubilee Park Capital Improvements			
Project Description			
Upgrade washroom and repair sewer lateral.			
Budget			
Budget Estimate		Funding Sources	
Estimate	\$ 25,000	B'TOWN CAPITAL RESERVE	\$ 25,000
Total	\$ 25,000	Total	\$ 25,000

Facilities Parks and Trails			
Sport Hub Capital Improvements			
Project Description			
SPORHUB ACCESSIBILITY IMPROVEMENTS - Community Access-Ability Program - to upgrade current to accessible washroom and storage/canteen facility (building and surround pathways) to accessible standards Grant submitted Feb 14, 2022. Previous year funding approval of 100K will be included in the project.			
IRRIGATION SYSTEM – roll type system, install new hydrant			
Budget			
Budget Estimate		Funding Sources	
Estimate	\$ 173,000	GAS TAX	\$ 60,000
		RECREATION & CULTURE	
		RESERVE	\$ 60,000
		OTHER FUNDING	\$ 3,000
		GRANTS	\$ 50,000
Total	\$ 173,000	Total	\$ 173,000

Capital Project			
Parks/Trails Capital Improvement			
Project Description			
Old Mill trail Bridge Repair			
Budget			
Budget Estimate		Funding Sources	
Estimate	\$ 5,000	RECREATION & CULTURE	
		RESERVE	\$ 5,000
Total	\$ 5,000	Total	\$ 5,000

Capital Equipment Purchasing Plan			
Vehicle Replacement Program			
Project Description			
Public Works Trucks – Replacement of 2013 GMC Sierra ¾ ton & 2012 GMC Sierra 1500 ½ ton – both vehicles are scheduled for replacement due to age and maintenance costs.			
Building & Fire Inspection Vehicle replacements x 2; 1 Development Control/Building & Fire – replacement of current 2-2015 Jeep Patriots used by building and fire inspectors and purchase of additional vehicle to accommodate 2 new staff to the department. The current 2 Jeep patriots will be assessed for use within the County operations for staff use.			
Bylaws Replacement of Bylaw Enforcement Truck – replacement of replacement of the 2016 GMC Sierra due to excessive repairs. Differential replacement, transfer case is broken and transmission is about to drop.			
Future - work with finance to develop a vehicle replacement policy			
Budget			
Budget Estimate		Funding Sources	
Estimate	\$ 330,000		
		SEWER RESERVE	\$ 16,250
		WATER RESERVE	\$ 16,250
		B'TOWN CAPITAL RESERVE	\$ 27,500
		B'TOWN SEWER RESERVE	\$ 45,000
		B'TOWN WATER RESERVE	\$ 45,000
		FINANCING	\$ 180,000
Total	\$ 330,000	Total	\$ 330,000

Capital Equipment Purchasing Plan			
Snow Plow & Salt Spreader F550			
Project Description			
Purchase of snow plow and salt spreader for F550 (Bridgetown); efficient use of trucks currently in inventory during snow events.			
Budget			
Budget Estimate		Funding Sources	
Estimate	\$ 30,000	B'TOWN CAPITAL RESERVE	\$ 15,000
		CAPITAL RESERVE	\$ 15,000
Total	\$ 30,000	Total	\$ 30,000

Capital Equipment Purchasing Plan			
Brush Chipper			
Project Description			
Tractor mounted chipper, save on PW labour and/or contractor costs with brush removal.			
Budget			
Budget Estimate		Funding Sources	
Estimate	\$ 10,000	RECREATION & CULTURE RESERVE	\$ 10,000
Total	\$ 10,000	Total	\$ 10,000

4.4 NB Strategic Planning Session with Municipal Affairs and Housing - Set Dates -

Staff have been working with Municipal Housing and Affairs to provide a Strategic Planning preparation workshop. This will give council the tools needed to move forward with developing a strategic plan.

Staff are suggesting an afternoon/evening, with dinner provided (probably 2-3 hours, dinner, then another 2-3 hours). The venue still to be determined.

Municipal Affairs and Housing is asking for two date options to verify with their staff. Suggested date ranges covering Tuesday, Wednesday, and Thursdays have been provided as follows:

May 10-12 (*May 11th or 12th are dates preferred by staff - the 10th is COTW*)

May 31-June 2

June 7-9

June 21-23 (but not the 21st as that is Council)

June 28-30