

NOTICE TO LOCAL GOVERNMENT

Section 105 of the *Local Governance Act* requires that local governments prepare annual reports in accordance with the regulation. Regulation 2018-54, *Annual Report Regulation – Local Governance Act* is in place and applies to your 2018 fiscal year. <http://laws.gnb.ca/en/ShowPdf/cr/2018-54.pdf>.

The intent of an annual report is to provide information to residents and increase the accountability and transparency of the local government. While many local governments will already have much of the information on their website, the intent is that residents be able to access this specific information in one document/location. The annual report is required to be available at the clerk's office in accordance with paragraph 75(1) of the Act.

This document is an example of an annual report for a small village in keeping with the regulation. It includes both the required and some of the optional information outlined in the Regulation.

It is not intended to serve as a template for your annual report. Please ensure that you familiarize yourself with the regulation in order to determine the form and content of the report that will best serve the residents of your community.

2018

**Beaverton
Annual Report**

354 Ferry Road
Beaverton, NB

Beaverton

2018 Annual report

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MESSAGE FROM THE MAYOR

BEAVERTON

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 Beaverton 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.

BEAVERTON

2018 Annual Report

COMMUNITY PROFILE

Beaverton is in the northwestern portion of the province, 55 km from the city of Fullerton, with a population of 305. It is a mainly agricultural community that sits on the banks of the St. Paul River.

We have a public park with a ramp for small boats and playground equipment located beside the river that is widely used for picnics, swimming, boating and family gatherings.

The village departments are Administration, Protective Services, Transportation, Recreation and Wastewater Services.

Beaverton's Village Office is your source for municipal information including details on your Council, staff contact, council meeting agendas and minutes, and much more. Please visit our website: www.beaverton.ca

VILLAGE COUNCIL

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

Council members and their responsibilities

Mayor: Bill Sherry, representative on the Belleview Regional Service Commission, village office staff liaison with council

Deputy Mayor: Sara Cummings chairperson of the Protective Services Committee

Councillor: Greg Elliot, chairperson of the Recreation Committee

Councillor: Mary Young, chairperson of the Transportation Services Committee and the Wastewater Disposal Services Committee

Remuneration of Council

The Mayor and Councillors each receive an honorarium and expenses for travelling on village business outside of Beaverton, as authorized in By-Law 2A. In 2018, the payments totalled \$9,325 and are detailed in Table 1 below.

Table 1

Council Honorariums and Expenses:

	Honorarium	Travel Expenses
Mayor Sherry	\$2,500	\$200
Deputy Mayor Cummings	\$2,000	\$300
Councillor Elliot	\$2,000	\$200
Councillor Young	\$2,000	\$125

Council Meetings

All council meetings are held in Council Chambers in the Village Office located at 354 Ferry Road. 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. 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 Beaverton in 2018 was \$25,647,520 and the residential property tax rate was \$1.2318 per \$100 of assessment. A homeowner with a property assessed at \$80,000 paid \$985.47 in local property taxes.

Additionally, the village provides wastewater disposal services on a user charge basis. The residential user fee in 2018 was \$400.

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, Beaverton provided grants totalling \$500 or more to:

Neighbourhood Watch of Beaverton: \$500 for its initial public meetings and signage to start the program in our village. There had been some break and enter activity in 2017 that residents wished to address.

The Royal Canadian Legion Branch No. 28: \$700 for mowing and maintenance of its property, including the removal of the invasive hogwort weed.

ECONOMIC DEVELOPMENT ASSISTANCE AND GRANTS

In 2018, a 2-hectare parcel of surplus land owned by the village was sold to XYZ Manufacturing Inc. at half of the appraised value of \$100,000. This privately owned national company will construct a facility to manufacture drum sticks which in turn will increase the municipal property tax base. XYZ Manufacturing Inc. will pay all costs associated with the extension of the village's wastewater disposal system to the property which will encourage further industrial or retail development in that area.

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 \$343,475. Actual expenditures for the year were \$343,191 and non-tax revenues were higher than expected, resulting in a surplus of \$784.

The village also has a utility operating budget for wastewater disposal services. The approved budget was \$74,229. The actual expenditures were \$74,067, which generated a small surplus of \$162.

GENERAL SERVICES

Total expenditures: \$ 343,191.

General Government Services

Total Expenditures: \$52,741

This category includes expenditures relating to administering the village, e.g. mayor and councillors (\$9,325); administration (\$31,495); legal and auditing fees (\$3,750); grants to local organizations (\$1,200); liability insurance (\$4,600) and the cost of assessment of properties within the village (\$2,371).

Protective Services

Total Expenditures: \$97,016

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 \$42,025.

The Beaverton Volunteer Fire Department provides fire protection services to the village and to the local service districts of Hampstead, Fernwood and North & South Bloomfield. The fire department currently consists of the fire chief and seventeen 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 56% of the operating (\$52,167) and debt (\$22,800) costs (see fiscal services).

The village has, among other equipment, two fire pumpers, two fire tankers, a three- ton equipment van and a half-ton truck. Other than the newest fire truck, all capital assets, including the fire hall, are fully paid for and ongoing maintenance costs are included in the cost of the service. Plans are being developed to meet upcoming needs regarding roof replacement on the combined fire hall/municipal building.

The control of animals within the village was done by the NBSPCA, under a five-year contract. The cost for 2018 was \$2,824.

There were no expenditures made for emergency services in 2018. There are plans to undertake training in 2019.

Transportation Services

Total expenditures: \$55,625

In Beaverton this category consists primarily of summer and winter road maintenance and street lighting. Roads in the village include provincial, regional and municipal roads totalling 10.06 km. The village is responsible to cover the capital and operating costs of the 4.75kms of local roads and 50% of the maintenance costs on the 2.5 km of regional roads within its boundaries. The village has contracts with the provincial Department of Transportation and Infrastructure (DTI) for summer maintenance, and Smiths Trucking for sand, snow and ice removal (\$42,370). The cost of street lighting was \$13,255 in 2018.

Environmental Health Services

Total expenditures: \$41,440

This category includes expenditures related to solid waste collection and disposal. The village has a contract with Harron Trucking to collect solid waste generated by village residents, and dispose of it at the Ecovalley Transfer Facility located on Salutation Cove Road in the Innisbrook Industrial Park. The tipping fee (cost per tonne) for disposal of residential waste is \$99.

Collection costs for 2018 totalled \$15,465 and disposal costs were \$25,975.

Environmental Development Services

Total expenditures: \$2,685

Environmental development services in Beaverton include the costs for land use planning, which is provided by the Belleview Regional Service Commission.

Recreation and Cultural Services

Total expenditures: \$57,643

This category includes expenses for the operation and maintenance of the community hall and the playground at a cost of \$16,341 and \$3,402 respectively. In 2018, three summer students were hired through the Provincial SEED Program to provide youth activities in the village. The provincial grant covered \$13,000 of the \$15,200 total cost. Beaverton undertook an energy audit of the community hall during 2018, using the village's allotment of \$22,500 of the Canada – New Brunswick Agreement on the Transfer of Federal Gas Tax (Gas Tax Fund). The report for the audit will be presented to Council in early fall 2019.

The village also contributed \$200 towards the cost of a study on regional recreational needs which was undertaken by the Belleview Regional Service Commission.

Fiscal Services

Total expenditures: \$36,041

This category includes 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.

In 2018 the village had a principal repayment of \$18,300 and an interest payment of \$4,500. See Table 2 for further information. The village also covered a 2016 deficit of \$1,241 and transferred \$12,000 to the Capital Reserve fund.

Table 2

General Fund Debt

Purpose	Year	Amount borrowed	Term
Fire Tanker	2013	\$275,000	15 years

WASTEWATER UTILITY OPERATING BUDGET

Total expenditures \$74,067

The wastewater disposal system has 186 users. The system includes 52km of piping, one lift station and a five-hectare lagoon. The outflow from the lagoon is tested to ensure it is operating in accordance with applicable provincial and federal standards.

Wastewater Disposal Service

Expenditures include costs of administration and personnel (\$28,379) and collection, treatment and disposal (\$23,773).

Fiscal Services for Wastewater Disposal

Expenditures include interest on short and long-term loans (\$4,140), principal repayment of long-term debt (\$12,500), the funding of prior year deficits (\$1,775) and transfers to reserve funds for future expenditures (\$3,500). See Table 3 for additional information.

Table 3

Wastewater Fund Debt

Purpose	Year	Amount Borrowed	Term
Lagoon expansion	2009	\$250,000	20 years

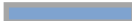
APPENDIX I

2018 COUNCIL MEETING DATES and ATTENDANCE

Dates	Meetings	Bill Sherry	Sara Cummings	Greg Elliot	Mary Young
January 5	Regular	PRESENT	JOINED VIA ELECTRONIC MEANS	PRESENT	PRESENT
February 2	Regular	PRESENT	PRESENT	PRESENT	PRESENT
March 1	Regular	PRESENT	PRESENT	PRESENT	PRESENT
April 5	Regular	PRESENT	PRESENT	ABSENT	PRESENT
May 3	Regular	PRESENT	PRESENT	PRESENT	PRESENT
June 7	Regular	PRESENT	PRESENT	PRESENT	PRESENT
June 20	Special (closed, for discussion of land acquisition)	PRESENT	PRESENT	PRESENT	PRESENT
July 5	Regular	PRESENT	PRESENT	PRESENT	PRESENT
August 2	Regular	JOINED VIA ELECTRONIC MEANS	PRESENT	PRESENT	PRESENT
September 6	Regular	PRESENT	PRESENT	PRESENT	PRESENT
October 4	Regular	PRESENT	PRESENT	PRESENT	ABSENT
November 1	Regular	PRESENT	ABSENT	PRESENT	PRESENT
December 6	Regular	PRESENT	PRESENT	PRESENT	PRESENT

LEGEND:

PRESENT 

JOINED VIA ELECTRONIC MEANS 

ABSENT 

APPENDIX II

(2018 Audited Financial Statements)