



2018 Annual Report

Village of Alma
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Village of Alma 2018 Annual Report

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Village of Alma 2018 Annual Report

Message from the Mayor



Mayor's message

Another year of lots of activity and changes in our Village.

As always, we are enjoying the view of lobster boats coming and going with our highest tides in the world. We may be small in numbers, but we can compete with any other community in New Brunswick for excitement and activities.

Our high lights each year are the Alma Celebration Days and our fall lobster boats Fleet Launch. Both events draw a lot of visitors to our village and our Fleet Launch has had global attention and each year we are trying to add to these festivities' new components.

We were able to accomplish a few improvements in 2018, we completed renovations to our Activity Centre's lower level with financial assistance from

ACOA and as a result were able to offer three “incubator spaces” to new entrepreneurs. A great addition to our business community.

We worked hard on beautification of our village, by implementing Flagpoles and flower arrangements along Main Street. A very cheerful new look for our community.

Also, we were able to have some paving done on Chignecto and Bayview, initiated parking lot line painting, completed our Lagoon project, which included appointing a new engineering company which in turn assisted in getting Village off boil order.

We upgraded our SCADA system added new technology to wellhouse and lastly hired a new Public Works operator.

So, in summary it was a very busy year and a successful year with huge beneficial additions and changes. As mayor of this village I am proud of this proactive council, our energetic Clerk and it is a pleasure to work in such supportive environment.

Kirstin H. Shortt

Village of Alma 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 the Village of Alma such as its population and tax base, tax rate and user charges, as well as more detailed information regarding the Village council and the cost of services provided. The 2018 Audited Financial Statements are appended as Appendix II and are also available for viewing at the Alma Village Office during business hours.

Village of Alma

2018 Annual Report

Community Profile

Alma is a village in the parish of Alma, Albert County, New Brunswick, Canada. The village is centered on the small delta of the Upper Salmon River and Cleveland Brook, where they empty into Salisbury Bay. The headquarter of Fundy National Park is in Alma West, making tourism a major part of the local economy. Fishing of lobster and scallops, is another primary economic activity. The village of Alma is located in the southern part of New Brunswick. Alma is 79km from the city of Moncton, and has a population of 232.

The Parish of Alma was created surrounding the Village in 1856, commemorating the then-recent Battle of Alma during the Crimean War. The Village municipality incorporated in 1966 following sweeping changes that disbanded county councils.

The village departments are: Administration, Protective services, Transportation services, Recreation services, Environmental Health services, Environmental Development services, and Water and Wastewater services.

The village of Alma municipal office is your source for municipal information including details on your council, staff, council meetings, agendas and minutes. You can also obtain information by visiting the village's website at: www.villageofalma.ca

Village Council

The village council is composed of a mayor and three councillors who are elected every four years. The current council was elected in May, 2016. September, 2018, the village had one councillor resign. In December of 2018 a by-election was held. Mrs. Susan MacCallum was elected as third councillor.

Council members and their responsibilities

Mayor: Kirstin Shortt, representative on the Southeast Regional Service Commission Board, liaison between village office staff, liaison between council and residents.

Deputy Mayor: Andrew Casey, representative of Vision Alma.

Councillor: Tiffany Bowron, liaison between Fundy National Park and council.

Councillor: Susan MacCallum liaison between Protective Services (Alma Fire Department), and Council, and liaison between Friends of Fundy (Fundy Guild) and council.

Remuneration of Council

The Mayor and Councillors each receive an honorarium and expenses for travelling on village business. In 2018, **budgeted total** was \$24,600.00 **actual expense total** was \$14,620.15.

| | <u>Honorarium</u> | <u>Expenses</u> |
|--------------------------|-------------------|-----------------|
| Budgeted Expenses | | |
| Mayor Shortt | 5000.00 | 2500.00 |
| Deputy Mayor Casey | 3200.00 | 833.33 |
| Councillor Bowron | 3200.00 | 833.33 |
| Councillor Butland | 3200.00 | 833.34 |

Actual Expenses

| | <u>Honorarium</u> | <u>Expenses</u> |
|--------------------|-------------------|-----------------|
| Mayor Shortt | 5000.00 | 1620.15 |
| Deputy Mayor Casey | 3200.00 | 00.00 |
| Councillor Bowron | 3200.00 | 00.00 |
| Councillor Butland | 1600.00 | 00.00 |

Council Meetings

Council meetings are held in council chambers at the Village Office located at 8 School Street. All regular and special 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.

Employee salary ranges

The village of Alma has two full time /part time staff members: Clerk/Treasurer and Public Works/Water and Wastewater Operator. For more information, please see table below.

| Title | Range of Salary |
|--|---------------------|
| Clerk/Treasurer | \$30,000 - \$40,000 |
| Public Works/Water & Waste Water Operator | \$40,000 - \$50,000 |

Property Tax Rate and User Charges

The tax base for the village of Alma in 2018 was \$27,921,906 and the residential property tax rate was \$ 1.5224 per \$100 of assessment. A homeowner with a property assessed at \$80,000.00 paid \$1,217.92 in local property taxes.

Water and Sewer Rates

The village of Alma charges for residential and commercial utility services. In 2018 the village had 127.34 units for Residential water and 130.84 units for Residential Sewer charges. 73.4 units Commercial water and 73.4 units Commercial sewer charges. Utility rate per year are 315.00 for water and 473.00 for sewer a total charge of \$788.00 per year.

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 \$486,160.00. Ended the year with a surplus of \$35,308.00

The village of Alma also has a utility operating budget for water and wastewater services. The approved budget was \$200,753.00. This account also had a surplus in 2018 in the amount of \$23,218.00.

General Budgeted Services

Total Expenditures: \$ 105,566.00

General Services expenses include Mayor, Councillors, Clerk, office building, solicitor, other, external audit, civic relations, consulting, public liability, and cost of assessment.

Protective Services

Total Expenditures: \$134,780.00

Protective Services expenses 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 \$ 51,087.

The Alma Village Fire Department provides fire protection services to the village. The fire department currently consists of the Fire Chief and fifteen volunteer firefighters from within the service area.

Transportation Services

Total Expenditures: \$127,826.00

Transportation Services expenses include street maintenance, culverts, snow removal, street lighting, general equipment, street signs, amortization, other, and transfer to capital.

In the Village of Alma this category consists primarily of summer and winter road maintenance and street lighting. Roads in the village include provincial and municipal roads.

Environmental Health Services

Total Expenditures: \$25,076.00

Environmental Health Services expenses include collection, disposal sites, cemeteries, and amortization transfer to capital.

This category includes expenditures related to solid waste collection and disposal. The village of Alma collects its own solid waste and disposes of it at the Eco 360 waste site at 100 Bill Slater Drive, Berry Mills, NB E1C-8T6.

Environmental Development Services

Total Expenditures: \$11,062.00

Environmental Development Services expenses include community planning, tourism promotion, tourist bureau, and other tourism expenses.

Recreation and Cultural Services

Total Expenditures: \$199,297.00

Recreation and Cultural Services expenses include the vision Alma project, community centre, other, parks and playgrounds, vision Alma project, and amortization.

Fiscal Services

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 made a principal repayment of \$ 16,000.00 and an interest payment of \$6,544.00. See table for further information.

| Purpose | Year of Loan | Amount Borrowed | Term |
|-----------------|--------------|-----------------|----------|
| 2010 Fire Truck | May 2011 | \$ 252,000.00 | 15 years |

Water and Waste Water Operating Budget

Total Expenditures: \$182,462.00

Water expenses include administration, purification and treatment, power and pumping, source of supply, other, insurance, audit, interest and amortization.

Sewer expenses include administration, sewerage sampling, lift stations, snow removal, utilities, insurance, audit, other, interest and amortization.

Fiscal Services for Water and Wastewater

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. See table for further information.

| Purpose | Year of Loan | Amount Borrowed | Term |
|--|------------------|-----------------|----------|
| Well and Sewer and water mains | December of 2004 | \$1,184,000.00 | 30 years |
| Building expansion, reservoir improvements | November of 2009 | \$110,000.00 | 30 years |
| Lagoon upgrade | June 2016 | \$162,000.00 | 20 years |

Appendix 1

2018 Council Meeting Dates and Attendance

| Date | Meeting | Kirstin | Andrew | Ryan/Susan | Tiffany |
|--------------|---------|---------|---------|---------------|---------|
| January 15 | Regular | Present | Present | Present | Present |
| February 28 | Regular | Present | Present | Absent | Present |
| March 26 | Regular | Present | Present | Absent | Present |
| April 16 | Regular | Present | Present | Present | Present |
| May 04 | Special | Present | Present | Present | Present |
| May 11 | Special | Present | Present | Present | Present |
| May 28 | Regular | Absent | Present | Present | Present |
| June 11 | Special | Present | Present | Present | Absent |
| June 25 | Regular | Present | Present | Absent | Present |
| July 19 | Special | Present | Present | Absent | Present |
| August 30 | Special | Present | Present | Absent | Present |
| September 17 | Regular | Present | Present | Resigned | Present |
| October 15 | Regular | Present | Present | | Present |
| November 19 | Regular | Present | Present | | Present |
| December 31 | Special | Present | Absent | Susan Present | Present |

Appendix 11

2018 audited financial statements.



Audit 2018.pdf