

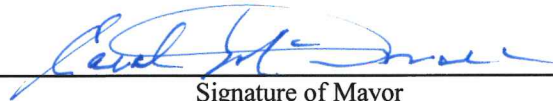
Municipal Budget Submission Form For the Calendar Year 2024

The estimates reported in this submission were approved by the Council of the Municipality of

Portugal Cove-St. Philip's

Name of Municipality

at a meeting held on the 28th day of November 2023
Day Month Year



Signature of Mayor



Signature of Clerk/Manager

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Deadline for Submission:
31-Dec-23

Debt Charges Summary

Loan Number	Name of Creditor	Purpose (Water, Roads; etc.)	Original Principal	Maturity Date (dd-month-yyyy)	Council Annual Payment	Provincial Annual Payment
56322894-001	RBC		\$3,500,000.00		\$291,687.00	
56322894-004	RBC	Roads	\$1,771,600.00		\$153,444.00	
	RBC	2014-2017 MYCW	\$755,050.00		\$91,482.00	
56322894-008	RBC	Roads	\$474,000.00		\$42,108.00	
6988-829	BMO	2017 Freightliner	\$258,993.00		\$41,586.00	
9081-573	BMO	WWTP	\$382,301.00		\$34,851.00	
	BMO	Rescue vehicle	\$252,898.00		\$39,731.00	
6993-177	BMO	Capital Works	\$968,821.00		\$14,580.00	
	BMO	Water Cons	\$408,076.00		\$47,693.00	
	BMO	Water/Sewer	\$207,711.00		\$24,276.00	
	BMO	Water/Sewer	\$633,820.00		\$51,687.00	
	Scotiabank	Indian Meal Line WS	\$318,839.00		\$26,533.00	
	Scotiabank	Fire Hall Ext.	\$359,970.00		\$29,955.00	
	Scotiabank	PRV Project	\$247,405.00		\$20,588.00	
	Scotiabank	Booster Station- Skinners	\$347,348.00		\$28,905.00	
	Scotiabank	Fire Pumper	\$441,084.00		\$99,934.00	
	Scotiabank	Sweeper, 2 trucks	\$136,156.00		\$27,750.00	
	New Debt				\$386,504.00	
Totals					\$1,453,294.00	

BEFORE CONTINUING:



1. Transcribe **BOTH the above totals for Council Annual Payment and Provincial Annual Payment** to the appropriate boxes in section “7.1 Debt Charges From All Sources” of “7.0 FISCAL SERVICES” on Page 6.
2. Transcribe the above total of “Provincial Annual Payment” to sub-section 4.1.2 “Provincial Portion of Debt Charges” found in the section “4.1 Provincial Government Grants and Subsidies” on Page 11.

Expenditures

1.0 GENERAL GOVERNMENT

1.1 Council

1.1.1. Remuneration for Councillors ----- \$190,100.00

1.1.2. Travel ----- \$20,000.00

Total 1.1 Council ----- \$210,100.00

1.2 General Administration

1.2.1. Salaries ----- \$847,655.00

1.2.2. Employee Benefits ----- \$0.00

1.2.3. Payroll Burden ----- \$110,000.00

1.2.4. Travel ----- \$0.00

1.2.5. Supplies ----- \$20,000.00

1.2.6. Purchased Services (other than Insurance) ----- \$128,600.00

1.2.7. Professional Services ----- \$351,500.00

1.2.8. Insurance ----- \$100,000.00

Total 1.2 General Administration ----- \$1,557,755.00

1.3 Municipal Elections & By-elections ----- \$50,000.00

1.4 Property Assessment Services ----- \$123,534.00

1.5 Common Services

1.5.1 Engineering Services ----- \$0.00

1.5.2 General Maintenance ----- \$367,400.00

1.5.3 Professional Development and Training ----- \$60,000.00

1.5.4 Public Relations ----- \$67,000.00

Total 1.5 Common Services ----- \$494,400.00

TOTAL 1.0 GENERAL GOVERNMENT ----- \$2,435,789.00

2.0 PROTECTIVE SERVICES		
2.1 Fire Protection		\$551,395.00
2.2 Emergency Preparedness and Response		\$15,000.00
2.3 Animal and Pest Control		\$3,300.00
2.4 Municipal Enforcement		\$100,000.00
2.5 Other Protective Services and Inspections		\$0.00
TOTAL 2.0 PROTECTIVE SERVICES		\$669,695.00
3.0 TRANSPORTATION SERVICES		
3.1 Vehicle and Fleet Maintenance		\$1,003,833.00
3.2 Road Transport		
3.2.1 Streets, Roads, Sidewalks, etc.	\$1,058,990.00	
3.2.2 Snow Removal	\$567,000.00	
3.2.3 Street Lighting	\$220,000.00	
3.2.4 Traffic Services		
Total 3.2 Road Transport		\$1,845,990.00
3.3 Public Transit		\$0.00
3.4 Other Transportation Services		\$0.00
TOTAL 3.0 TRANSPORTATION SERVICES		\$2,849,823.00
4.0 ENVIRONMENTAL HEALTH		
4.1 Water Supply		\$811,300.00
4.2 Sewage Collection and Disposal		\$504,350.00
4.3 Garbage and Waste Collection and Disposal		\$581,750.00
4.4 Other Environmental Health Services		\$0.00
TOTAL 4.0 ENVIRONMENTAL HEALTH		\$1,897,400.00

5.0 PLANNING AND DEVELOPMENT

5.1 Planning and Zoning -----	\$657,637.00
5.2 Community Improvement and Development -----	\$0.00
5.3 Regional Development -----	\$0.00
5.4 Tourism and Marketing -----	\$337,911.00
5.5 Other Planning and Development -----	\$497,300.00
TOTAL 5.0 PLANNING AND DEVELOPMENT -----	\$1,492,848.00

6.0 RECREATION AND CULTURAL SERVICES

6.1 Recreation Administration -----	\$542,464.00
6.2 Recreation Facilities	
6.2.1 Recreation and Community Centres -----	\$54,000.00
6.2.2 Parks, Playgrounds etc. -----	\$221,405.00
6.2.3 Stadium -----	\$0.00
6.2.4 Swimming Pool -----	\$0.00
Total 6.2 Recreation Facilities -----	\$275,405.00
6.3 Cultural Facilities -----	\$20,200.00
6.4 Recreation and Cultural Programs, Activities etc. -----	\$309,280.00
6.5 Other Recreation and Cultural Services -----	\$0.00
TOTAL 6.0 RECREATIONAL AND CULTURAL SERVICES -----	\$1,147,349.00

7.0 FISCAL SERVICES**7.1 Debt Charges From All Sources (from page 2)**

7.1.1 Municipal Annual Payment -----	\$1,453,294.00 (See page 2)
7.1.2 Provincial Annual Payment -----	(See page 2)
Total 7.1 Debt Charges From All Sources -----	\$1,453,294.00

7.2 Transfers to Authorized Reserves and other Funds

7.2.1 Provision for Uncollectible Taxes, Fees & Charges -----	\$15,000.00
7.2.2 Operating Deficit of Prior Year -----	\$0.00
7.2.3 Accumulated Deficit Reduction Plan -----	\$0.00
7.2.4 Discounts, Losses, Allowances -----	\$50,000.00

7.2.5 Capital Expenditure Out of Revenue:

7.2.5.1 Canada Community Building Fund (Gas Tax) -----	\$381,704.00
7.2.5.2 Canada Community Building Fund Top Up (Gas Tax) -----	\$0.00
7.2.5.3 All Other (please provide list) -----	\$5,361,780.00

Total 7.2.5 Capital Expenditure Out of Revenue ----- **\$5,743,484.00**

7.2.6 Authorized Transfers to Reserves & Other Funds:

7.2.6.1 Canada Community Building Fund (Gas Tax) -----	\$0.00
7.2.6.2 All Other (please provide list) -----	\$360,214.00

Total 7.2.6 Authorized Transfers to Reserves & Other Funds ----- **\$360,214.00**

Total 7.2 Transfers to Authorized Reserves and Other Funds ----- **\$6,168,698.00**

7.3 Bank Charges & Other Fiscal Services ----- **\$103,000.00**

TOTAL 7.0 FISCAL SERVICES ----- **\$7,724,992.00**

TOTAL EXPENDITURES**\$18,217,896.00**

Revenues

1.0 TAXES AND RELATED REVENUES

1.1 Property Tax Information

1.1.1 Residential Property Info.	Assessed Values	Number of Properties	Tax Rate	Total Tax
1.1.1.1. Mil Rate Method	\$1,339,653,243	4,187	7	\$9,377,572.70
1.1.1.2. Minimum Tax Method	\$6,600	4	\$20.00	\$80.00
1.1.1.3. Residential Grants in Lieu	\$0	0		\$0.00
1.1.1.4. Residential Exempt Properties	\$0	0		

Total Residential Property Info -----	\$1,339,659,843	4,191		\$9,377,652.70
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1.1.2 Commercial/Non-Residential	Assessed Values	Number of Properties	Tax Rate	Total Tax
1.1.2.1. Mil Rate Method	\$11,306,900	43	7	\$79,148.30
1.1.2.2. Minimum Tax Method (General)	\$0	6	\$20.00	\$120.00
1.1.2.3. Minimum Tax Method (Small Structures)	\$0	0	\$0.00	\$0.00
1.1.2.4. Non-Residential Grants in Lieu	\$0	0		\$0.00
1.1.2.5. Tax Agreements	\$0	0		\$0.00
1.1.2.6. Non-Residential Exempt Property	\$0	0		

Total Commercial/Non-Residential -----	\$11,306,900	49		\$79,268.30
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1.1.3 Vacant Land	Assessed Values	Number of Properties	Tax Rate	Total Tax
1.1.3.1. Minimum Rate Method	\$34,800	20	\$20.00	\$400.00

Total Vacant Land -----	\$34,800	20		\$400.00
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Total 1.1 Property Tax Information -----	\$1,351,001,543	4,260		\$9,457,321.00
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BOX A

1.2 Water and Sewage Tax Information

1.2.1 Residential Water and Sewage	# Household Units	Tax Rate	Total Tax
1.2.1.1. # of Households (Not Connected)	1,866		
1.2.1.2. Water and Sewage Tax	1,289	795	\$1,024,755.00
1.2.1.3. Water Tax Only (if Separate Tax)	218	545	\$118,810.00
1.2.1.4. Sewage Tax Only (if Separate Tax)	42	250	\$10,500.00
1.2.1.5. Other Residential W/S Tax	0		\$0.00

Total Number of Household Units ----- **3,415****Total 1.2.1 Residential W/S Tax** ----- **\$1,154,065.00**

1.2.2 Commercial/Non-Residential Water and Sewage	# Comm. / Non-Res. Units	Tax Rate	Total Tax
1.2.2.1. # of Commercial/Non-Residential Units (Not Connected)	662		
1.2.2.2. Water and Sewage Tax	25	930	\$23,250.00
1.2.2.3. Water Tax Only (if Separate Tax)	3	575	\$1,725.00
1.2.2.4. Sewage Tax Only (if Separate Tax)	0	355	\$0.00
1.2.2.5. Other Commercial/Non-Residential W/S Tax	149		\$81,000.00
1.2.2.6. Industrial & Institutional W/S (e.g. Fish Plants, Hospitals)	1		\$13,500.00

Total # of Comm./Non-residential Units ----- **840****Total 1.2.2 Commercial/Non-Residential Water and Sewage Tax** ----- **\$119,475.00****Total 1.2 Water and Sewage Tax** ----- **\$1,273,540.00****BOX B**

1.3 Other Tax Information

1.3 Other Taxes	# Assessed the Tax	Tax Rate	Total Tax
1.3.1. Poll Tax	0	\$0.00	\$0.00
1.3.2. Business Tax			\$115,977.00
1.3.3. Utility Tax		2.5%	\$364,608.00
1.3.4. Municipal Utility (Sales) Tax		\$0.00	\$0.00
1.3.5. Direct Seller Tax		\$0.00	\$0.00
1.3.6. Other Authorized Taxes		\$0.00	\$0.00

Total 1.3 Other Taxes -----

\$480,585.00

BOX C

Grand Total 1.0 Taxes and Related Revenue -----

\$11,211,446.00

(Total of Boxes A, B and C)

2.0 SALES OF GOODS AND SERVICES

2.1 Garbage Collection Fees -----	\$0.00
2.2 Recreation and Cultural Services -----	\$198,725.00
2.3 Transportation Services -----	\$0.00
2.4 Fire Protection Service Fees -----	\$0.00
2.5 Animal and Pest Control Fees -----	\$0.00
2.6 Tipping Fees -----	\$0.00
2.7 Water Supply -----	\$0.00
2.8 Other Sales of Goods and Services -----	\$10,000.00
TOTAL 2.0 SALES OF GOODS AND SERVICES -----	\$208,725.00

3.0 OTHER REVENUE FROM OWN SOURCES

3.1 Assessments, Levies, Fees and Charges -----	\$152,600.00
3.2. Rental Income -----	\$0.00
3.3 Interest from Investments -----	\$100,000.00
3.4 Interest Collected on Overdue Accounts -----	\$100,000.00
3.5 Other Revenue From Own Sources -----	\$0.00
TOTAL 3.0 OTHER REVENUE FROM OWN SOURCES -----	\$352,600.00

4.0 GOVERNMENT TRANSFERS**4.1 Provincial Government Grants and Subsidies**

4.1.1. Municipal Operating Grant -----	\$308,943.00	(See page 2)
4.1.2. Provincial Portion of Debt Charges -----		
4.1.3. Provincial Gas Tax Revenue -----	\$69,548.00	
4.1.4. Other Provincial Grants and Subsidies (Please attach list)-----	\$2,492,384.00	
Total 4.1 Provincial Government Grants and Subsidies -----		\$2,870,875.00

4.2 Federal Government Grants and Subsidies

4.2.1. Canada Community Building Fund (Gas Tax) -----	\$381,704.00
4.2.2. Canada Community Building Fund Top Up (Gas Tax) -----	\$0.00
4.2.3. Other Federal Grants and Subsidies (please provide list) -----	\$1,631,833.00
Total 4.2 Federal Government Grants and Subsidies-----	\$2,013,537.00

TOTAL 4.0 GOVERNMENT TRANSFERS ----- **\$4,884,412.00**

5.0 OTHER TRANSFERS

5.1. Operating Surplus of Prior Year -----	\$874,209.00
5.2. Transfers from Authorized Reserves	
5.2.1. Canada Community Building Fund (Gas Tax) -----	\$0.00
5.2.2. Other (please provide list) -----	\$686,504.00
TOTAL 5.0 OTHER TRANSFERS -----	\$1,560,713.00

TOTAL REVENUE**\$18,217,896.00**

Please Calculate the Debt Servicing Ratio (DSR):

Debt Servicing Ratio (DSR)

Step 1: Fill in the following information

Municipal Annual Debt Payment (7.1.1 - Page 6)			\$1,453,294.00
Local Revenue 1	Total Taxes and Related Revenue (Page 9)	\$11,211,446.00	
Local Revenue 2	Total Sales of Goods and Services (Page 10)	\$208,725.00	
Local Revenue 3	Total Other Revenue from Own Sources (Page 10)	\$352,600.00	
Total Local Revenue			\$11,772,771.00
Municipal Operating Grant (MOG) (4.1.1. Page 11)			\$242,596.00
Provincial Gas Tax Revenue (4.1.3. Page 11)			\$69,548.00
Debt Servicing Ratio			12%

Step 2: DSR Calculation

\$1,453,294.00

Municipal Debt

÷

(\$11,772,771.00

Local Revenue

+

\$242,596.00

MOG

+

\$69,548.00

Provincial Gas Tax Revenue

)

=

12%

DSR (%)

Summary of The Municipal Budget Submission Form

Name of Municipality	Portugal Cove-St. Philip's	Budget Year	2024
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From The Municipal Budget Submission Form, the totals of the seven expenditure functions, the total expenditures, the totals of the five main revenue sources and the total revenues are found in the appropriate boxes below.

Expenditures

1.0 General Government -----	\$2,435,789.00	
2.0 Protective Services -----	\$669,695.00	
3.0 Transportation Services -----	\$2,849,823.00	
4.0 Environmental Health -----	\$1,897,400.00	
5.0 Planning and Development -----	\$1,492,848.00	
6.0 Recreation and Cultural Services -----	\$1,147,349.00	
7.0 Fiscal Services -----	\$7,724,992.00	
Total Expenditures -----		\$18,217,896.00

Revenues

1.0 Taxes -----	\$11,211,446.00	
2.0 Sales of Goods and Services -----	\$208,725.00	
3.0 Other Revenue From Own Sources -----	\$352,600.00	
4.0 Government Transfers -----	\$4,884,412.00	
5.0 Other Transfers -----	\$1,560,713.00	
Total Revenues -----		\$18,217,896.00

EXPENSES

7.2.5.3 Transfers to Authorized Reserves and other Funds
Capital Expenditure out of Revenue: All Other

6,000	Storyboards installation
233,347	Anglican cemetary road bridge + over run
538,185	School Road with curb and gutter
277,000	Dogberry Hill Road 3 way stop to 4 way resurface
18,296	Sidewalks - Thorburn
81,515	Electric Vehicle Project
300,000	Civic Centre Planning (lifestyle reserve)
759,640	St. Philips WWTP expansion ICIP
529,251	UV System - WWTP Pcove - MCW-21314
906,673	MYCW 2021-2023 (906,673) prov. Portion) DBH WS
60,000	Millers Pond Project (300,000 80/20 grant)
906,673	MYCW 2023-2026 (906,673 prov. Portion)
65,200	Snowclearing Equipment Replacement (blade, trailer, bucket)
20,000	Rec Center Upgrades (Projector, Screen, Fridge, Stove)
50,000	Voiseys Brook Trail Lighting - 2nd phase
70,000	Mountain Bike Trail
150,000	Roads - Land Acquisition (Emberleys, Meadow Hgts)
15,000	Trailer for Side by Side
15,000	Security Fence SP WWTP
50,000	Fast Track EV Charger (w rebate)
190,000	Cost Shared Infrastructure Projects
120,000	Storage Shed - PW
<u>5,361,780</u>	

7.2.6.2 Authorized Transfers to Reserves & Other Funds:
All Other

250,214	Transfer to Debt Reserve
<u>110,000</u>	Transfer to Infrastructure Reserve
360,214	

REVENUE

4.1.4 Provincial Government Grants and Subsidies
Other Provincial Grants and Subsidies

10,000	Recreation Grants
116,656	Anglican Cemetary Rd Project - 17-RNC-20-00013
906,673	MYCW 2021-2023
325,560	WWTP Expansion - 17-GI-23-00008
906,673	MYCW 2023-2026
<u>226,822</u>	UV Pcove WWTP - 17-GI-22-000041
2,492,384	

4.2.3 Federal Government Grants and subsidies
Other Federal Grants and Subsidies

11,500	Recreation & Student Grants
116,691	Anglican Cemetary Rd Project - 17-RNC-20-00013
434,080	WWTP Expansion - 17-GI-23-00008
302,429	UV Pcove WWTP - 17-GI-22-000041
333,653	Sidewalks - Thorburn Road
<u>433,480</u>	Dogberry Hill Road Upgrades
1,631,833	

5.2.2 Transfers from Authorized Reserves
Other

300,000	From Lifestyle Centre planning Reserve
<u>386,504</u>	From Debt Reserve
686,504	