

2021 BELLEDUNE Annual Report



The vision of the Village of Belledune

is to be a welcoming community that balances the ambitions of businesses and citizens

Adopted by Council

October 17 2022

MESSAGE FROM THE MAYOR



On behalf of council, CAO Chris Kingston, administration and staff I would like to present this year's annual report. Within this document you will find key information and data related to the Village of Belledune, our citizens and local governance. This past year has presented both challenges and opportunity and our goal, as both a council and a community is to get better and stronger.

The Village of Belledune is a wonderful, close knit community nestled along the shores of Chaleur Bay. We are proud of our history and of those who came before us and look forward to fulfilling the promise that our ancestors envisioned. It is a lofty ambition but one we certainly can attain.

In terms of economic development, we acknowledge the role our local business enterprise, both large and small have. We also recognize the importance of developing sustainable and environmentally friendly business entities. In terms of serving our citizens, we will continue to foster programs designed to serve our senior citizens and enhance our youth. Tourism, affordable Housing, and high quality, attainable Healthcare among others will be the hallmarks of our administration. There is much to do and as Mayor I am honored to lead council in this effort.

To council, CAO Kingston and staff, and to our vendors, contractors, and associates thank you very much. Finally, to our volunteers, who truly are the foundation of our municipality a huge thank you. From our terrific Belledune Fire Department, to our JRS school volunteers, and to all those who freely give their time and energy to make our village a better place to live a very heartfelt thank you.

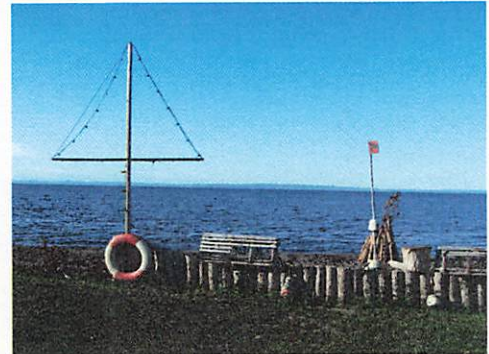
Regards,

Mayor, Paul Arseneault

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 Belledune 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 2021 Audited Financial Statements are appended as Appendix II.



COMMUNITY PROFILE

Belledune is situated in northern New Brunswick along the Bay of Chaleur, 43 km from the City of Bathurst, with a population of 1417.

The community heritage is comprised of Irish, Scottish and French descent.

The Village has a large industrial base including the federal Port of Belledune which is the main economic development sector of the community, the main reason for the low property tax rates.

The Village departments are General Government, Protective Services, Transportation, Environmental Health, Environmental Development, Recreation & Cultural, Fiscal and Water / Sewer Services.

Belledune'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.belledune.com

VILLAGE COUNCIL

The Village Council is composed of a Mayor and five Councillors; elected every four years. The current Council was elected in May 2021. Due to NB Municipal Reform this Council will serve a five (5) year term, with election to be held in 2026.

In 2020 the Council adopted a By-law to reconfigure the electoral ward system; the electoral wards for Belledune, for municipal election, is comprised of 2 wards with 1 Councillor representative in each, 3 Councillors elected at large and one Mayor elected at large.

Council elect 2021

Mayor: Paul Arseneault, is the municipal legislated representative on the Chaleur Regional Service Commission

Councillor: Ron Bourque

Councillor: Lilliane Carmichael

Councillor: Kristie Carrier

Councillor: Marilyn Guitard McDonnell

Councillor: Cynthia Robinson

Remuneration of Council

The Mayor and Councillors each receive an annual honorarium (paid monthly), a per diem and expenses for travelling on Village business outside of Belledune, as authorized in By-Law #2001-09. Annual Salaries are: Mayor \$18,900, Deputy Mayor \$12,852 and Councillors \$11,340. In 2021, the payments totaled was \$82,162 and are detailed in Table 1 below. Expenses include lodging, mileage (municipal rate per km) and meals. Meals are not paid when per diems are claimed.

Due to COVID 19 and change to virtual from in face meetings and conferences, etc. there was no per diems and minimal expenses paid out to the elected officials and this is reflected in Table 1 below.

Table 1

Council Honorariums, Per Diem and Expenses: Jan. – May 2021

	Honorariums	Per Diem	Expenses
Joe Noel	\$ 7,875	\$0	\$ 40.50
Paul Arseneault	\$ 4,725	\$0	\$0
Lilliane Carmichael	\$ 4,725	\$0	\$0
Tracy Culligan	\$ 5,355	\$0	\$0
Nick Duivenvoorden	\$ 4,725	\$0	\$0
Sandenn Killoran	\$ 4,725	\$0	\$0

Council Honorariums, Per Diem and Expenses: June. – Dec. 2021

	Honorariums	Per Diem	Expenses
Paul Arseneault	\$ 11,025	\$0	\$ 165.40
Ron Bourque	\$7,371	\$0	\$ 52.50
Lilliane Carmichael	\$ 6,615	\$0	\$ 138.60
Kristie Carrier	\$ 6,615	\$0	\$0
Marilyn Guitard-McDonnell	\$ 6,615	\$0	\$0
Cynthia Robinson	\$ 6,615	\$0	\$0

COUNCIL MEETINGS

All Council meetings are held in Council Chambers in the Village Office located from #2471 Main St. Belledune, N.B. All Regular, Special and of Committee of Whole Council meetings are open to the public. Due to COVID 19, public access to meeting where no longer viable and therefore the meetings of Council were held virtual and live streamed for the public (initially on Village of Belledune Facebook page and then switched to Village of Belledune YouTube once the infrastructure was installed to do so). The Regular meetings are held on the third Monday of each month, or on the third Tuesday if Monday falls on a statutory holiday and Committee of Whole Council meetings are held on the first Monday of each month or on the first Tuesday if Monday fall on a statutory holiday. Special meetings are held when there are matters that Council determines cannot wait until a Regular meeting. Closed meetings of Council are held on an as need basis. Meeting notices and agenda are posted on the Belledune website at www.belledune.com

Refer to Appendix I for the 2021 dates of meetings, meeting types and member attendance.

PROPERTY TAX RATE AND USER CHARGES

The tax base for Belledune in 2021 was \$344,360,650 and the fringe property tax rate was \$1.0050 per \$100 of assessment and central property tax rate was \$1.2225 per \$100 of assessment. For example, a homeowner (primary home -fringe tax rate) with a property assessed at \$80,000 paid \$804.00 in local property taxes. Additionally, the Village provides Water & Sewer Utility services on a user charge basis to one subdivision in the Village; Chaleur Dr., and unpotable metered water to its Light Industrial Park tenants. The residential annual user fee in 2021 for water and sewer services was \$500 per household and the industrial fee was \$1.16 per cubic meter of unpotable water.

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.

Council adopted the Social & Environmental Grant Policy (No. GP 2020-02) on March 4, 2020 and Grants thereafter were provided in accordance with the Policy.

In 2021 Belledune provided Social and Environmental Grants, with total amounts of \$500 or more to the following:

- Jacquet River School \$10,000
- Jacquet River School Breakfast Program \$3,500
- High School Bursaries Program \$ (\$500 each to 3 students) \$1,500
- DRHS International Student Program - \$1,000
- Save BHS Prom \$500.00
- Restigouche Volunteer Action Association for Jacquet River Foodbank \$1,200.00
- Belledune Housing \$2,000
- Super Village Trail Blazers Snow Mobile Club \$20,000 (Agreement – Year 5 of 7)
- Chaleur Green Trails for Arnold Guitard for trail grooming \$1,250.00
- Belleview Senior's Swing & TV- \$1,253.19
- Belledune Volunteer Fire Dept. \$1,456.33 for various individual's requests
- Belledune Figure Skating Club \$3,500 free ice time
- Belledune Power & Fitness Club free rental (lease agreement) valued of \$12,000, plus \$2,000 for insurance costs, plus other expenses paid by the Village of Belledune related to telephone costs, and other supplies free of charge.

ECONOMIC DEVELOPMENT ASSISTANCE AND GRANTS

Council, in accordance with the *Local Governance Act*, adopted on May 31, 2020 the Economic Development By-law # ED-01-2020 and in conjunction with that, a Residential Housing Subsidy Policy on April 15, 2020 as a house purchasing incentive. In November 2021, the Residential Housing Subsidy Policy was Repealed by Council effective as of December 1, 2021.

In 2021, Belledune provided Economic Developments Grants to the following:

- Claude Carrier – Garage Renovation - **\$3,002.00**

In 2021, Belledune provided Residential Grants to the following: Total **\$41,967.50**

- Amanda Sarson \$ 697.50
- Chelsea Carrier \$3,500.00
- Christopher Rose \$1,470.00
- Cindy Thomas \$1,747.50
- Darren Madden & Cynthia Neale \$1,025.00
- David Watson \$2,262.50
- Eric Alexander \$1,202.50
- Jennifer Dowhan & Nick Waterman \$ 717.50
- Laurie Culligan & Barry Waters \$2,907.50
- Matthew Hachey & Maria Carrier \$2,807.50
- Nicholas Basil Spanis \$3,745.00
- Raymond & Margaret Patterson \$1,830.00
- Robert Norris \$5,370.00

➤ Robert Puls	\$3,907.50
➤ Sylvie Belisle & Claude Lafreniere	\$1,457.50
➤ Tammy Guitard	\$ 450.00
➤ Timmy & Denise Collin	\$1,545.00
➤ Tommy Furlotte	\$2,062.50
➤ Wendy Weir	\$3,982.50

In 2021, Belledune invested in Student Employment as follows:

The Village, in 2016, adopted a **Student Subsidy Program** to assist students with getting employment in the summer months by giving an incentive by way of a subsidy to the employers to hire local students, and the program continues annually. In addition, the Village employs students to work for the municipality in different sectors.

- Student Subsidy Program 2021 allowed businesses to employ 4 students for a total Village contribution of **\$17,308.06**
- The Village employed 6 students for a total of **\$30,531.06**, with Federal & Provincial programs reimbursing **\$7,676.60** for a net Village contribution of **\$22,854.46**

Total investment by the Village to student employment (10 positions) in 2021 was **\$40,162.52**

SERVICES

Local government budgets and services are established in accordance with a standardized classification system.

In 2021, the Council adopted a General Operating Budget of \$4,581,483

Actual expenditures \$5,328,776 for the year were less than Actual revenues \$5,334,193 leaving a General Operating Fund surplus of \$5,417 to be recorded as revenue in the year 2023.

The Village also has a Utility Operating Budget for water and sewer services for one subdivision (Chaleur Dr. consisting of 30 homes) @ \$500 per year per household and for non-potable metered water @ 1.16 per cubic meter for the Light Industrial Park tenants. The Council approved Budget was \$ 71,075. The actual expenditures \$88,739 were less than the Actual revenue \$92,538 leaving a surplus of \$3,799 to be recorded as expenditure in year 2023.

GENERAL SERVICES

General Government Services

Total Expenditures: \$983,192

This category includes expenditures relating to administering the Village.

- Mayor and Councillors \$82,162
- Administration \$395,782
- Building and Operations \$221,287
- Training and Development \$26,769
- Legal and Auditing \$65,697
- Grants Social & Environmental \$50,307
- Civic Relations and Promotion \$17,174
- Liability Insurance \$51,420
- Cost of Assessment of properties within the Village \$66,806
- Chaleur Regional Services Commission Administration Costs \$5,788

Protective Services

Total Expenditures: \$1,052,449

Protective services include policing, fire protection, emergency measures and animal control.

Policing services are provided through the Province of New Brunswick for RCMP services. RCMP services are cost shared regionally based on population and tax base.

The Belledune Volunteer Fire Department provides fire protection services to the Village, and through a provincial agreement, to the local service districts of Chaleur and mutual aid to Lorne Fire Dept. The local service districts, through the Dept. of Environment & Local Government, pay \$22,380 annually for the service. The Fire Department consists of the Fire Chief, Deputy Chief and volunteer firefighters from within the service area.

The Village has, among other equipment, two fire pumpers, one fire tankers and three equipment/rescue vehicles. All capital assets, including the fire hall, are fully paid for and ongoing maintenance costs are included in the cost of the service.

The control of animals within the Village is provided under a contract with the Restigouche SPCA.

- Policing Cost \$796,867
- Fire Service Costs \$242,265
 - Includes Cost for the volunteer firefighter personnel (\$80,843); operation costs (\$161,422).
- EMO Emergency Services \$2,397
- COVID-19 \$556
- Animal Control \$8,285
- Chaleur Regional Services Commission Regional EMO \$2,079

Transportation Services

Total expenditures: \$ 697,677

In Belledune this category consists primarily of summer and winter road maintenance and street lighting. The Village is responsible to cover the capital and operating costs of the of local roads.

Roads in the Village include regional and municipal roads totaling 110.794 summer **lane kilometers** and 98.76 winter **lane kilometers**.

The Village has a contract with the provincial Department of Transportation and Infrastructure (DTI) for summer maintenance and winter maintenance. The cost of street lighting is through NB Power. DTI reimbursed the Village for lane marking on provincial roads (\$16.396)

- Public Works Personnel \$170,863
- Public Works Building \$36,852
- DTI Maintenance Summer \$68,863 Winter \$199,646
- Private Winter Maintenance by Contract (Portion of Ocean Avenue) \$6,779
- Lane Marking \$24,060
- Street Lighting \$98,539
- Street Related Maintenance Expenditures \$92,075

Council, in 2020, authorized to proceed to Tender for a New One Ton Truck to replace the Two Ton Truck which has reached the end of its useful life for the public works department. The tender process was completed and awarded to the only bidder, Hatheway Ltd. Delivery is scheduled for year 2022.

Environmental Health Services

Total expenditures: \$223,725

This category includes expenditures related to solid waste & recyclable collection and disposal. The Village provides their own collection generated by Village residents, commercial, institutional and some industries and disposes of it at the Red Pine landfill located in Allardville N.B; managed through the Chaleur Regional Service Commission. The Village also provides a special collection service for large items once per month from May to October inclusive. Belledune is the only municipality in the regions to provide this service to its residents in this manner. There are no user fees charged for the services provided.

The tipping fee for disposal of residential waste (\$65 per ton) and recyclables (\$40 per ton) at the landfill payable to the Chaleur Regional Service Commission with Belledune recyclables being at 64,280 tons for the year. A tender was issued in 2020 for the purchase of a New Truck for solid waste collection, it was awarded to Saunders Equipment Ltd. for the amount of \$285,225– delivery will be in year 2022 (Delivery delay due to Covid 19)

- Solid Waste Collection Personnel \$112,420
- Operations \$76,129
- Tipping Fees \$35,176

Environmental Development Services

Total expenditures: \$501,239

Planning and Development services in Belledune include the costs for land use planning, which is provided by the Chaleur Regional Service Commission.

The Village operates the Jacquet River Salmon Conservation (Barrier) which employs 8 people and the Jacquet River Campground which employs 4 people and as well as participates in other Tourism related initiatives.

The Village, in 2016, adopted a Student Subsidy Program to assist students with getting employment in the summer months by giving an incentive by way of a subsidy to the employers to hire local students.

In 2021, the Student Subsidy Program was utilized by 4 employers hiring a total of 4 students. Details of expenditures are on Page 7.

Belledune is responsible for operation and development of the Belledune Light Industrial Park, including the Industrial Rail Spur Line mandatory inspections and maintenance.

Economic Development includes Economic Development Grants and Operational Costs. Detail of the Economic Development Grants are on Page 6.

- CRSC Planning \$128,095
- CRSC Regional Economic Development \$4,664
- CRSC Regional Tourism \$31,303
- Jacquet River Salmon Conservation \$149,766 (Revenue \$198 Shop)
- Jacquet River Campground \$105,029 (Revenue \$27,096)
- Student Subsidy Program \$17,308
- Residential Housing Grant \$41,967

- Belledune Economic Development Projects \$3,002
- Belledune Light Industrial Park \$5,211
- Decorative Lighting \$10,313
- Miscellaneous, Research & Tourism \$4,581

Recreation and Cultural Services

Total expenditures: \$499,832

This category includes expenses for the operation and maintenance of the Recreation and Cultural Centre, the Recreation and Wellness Coordinator, operations and programs, the Arena personnel and operations, the municipal playgrounds & parks, library operations, municipal festivals, events, functions and wharfs.

- CRSC Regional Recreation \$1,866
- Arena Operations & Maintenance \$184,792 (Revenues \$50,338)
- Recreation & Wellness Personnel \$73,696
- Recreation & Wellness Operations \$27,169
 - (Program Revenues \$2,799 & Miscellaneous Grants \$8,725)
- Recreation & Cultural Center \$67,547
- Parks & Playgrounds \$107,383
- Library Operation \$8,377
- Festival and Events \$24,123 (Revenue \$496) (Due to COVID-19 Downsized festivals were held)
- Wharfs \$4,879

Fiscal Services

Total expenditures: \$1,370,662

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 and budgeted capital expenditures.

- Debt Principal Repayment \$245,000 + \$257,000 to be Financed = \$502,000
- Debt Interest Payment \$53,843
- Cost of Debenture Issue \$1,457
- Bank Charges \$291
- Capital Assets/Project \$428,071
- Due to General Capital Reserve \$385,000

Total Capital Borrowing Debt Balance at beginning of 2021 - \$2,505,000, Balance at year-end \$2,260,000

Table 2

General Fund Debt

Purpose	Year	Amount Borrowed	Term	Year Paid	Refinance Amount 2021	Max Term	2021 Year End Balances
Transportation	2021	\$126,000	5	2026			\$126,000
Transportation	2022	\$131,000	5	2026			\$131,000
Gen. Government	2020	\$1,200,000	15	2034			\$1,064,000
Gen. Government	2020	\$1,000,000	15	2035			\$ 939,000
							\$2,260,000

The Village received, in 2017, from the Municipal Capital Borrowing Board an Authorization for Interim Financing up to \$2,500,000 for General Government Services for building renovations (former Belledune

School). In 2019 the Village applied for a Debenture of \$1,200,000 and 2020 the Village applied and received a Debenture of \$1,000,000, balance of Authorization to borrow \$300,000. At their Regular Meeting on December 20, 2021, Council authorized the removal of the outstanding borrowing authority of \$300,000 for MO 17-0051 and the Municipal Capital Borrowing Board be instructed that it be Voided.

The Council, at year-end, authorized the transfer of \$385,000 from the General Operation Fund to the General Capital Reserve Fund.

OTHER

Reserves & Gas Tax Fund -General Operating Fund. Reserves & Trust -Utility Operating Fund.

Balance of Funds as of December 31, 2020 including transfers due to/due from for Reserves and Gas Tax at year end.

General Fund

Capital Reserve Fund	\$ 2,656,688.29 (Plus \$385,000 to be transferred from 2021)
Operating Reserve Fund	\$ 201,308.56
Gas Tax Fund	\$ 630,770.03

Utility Fund

Capital Reserve Fund	\$ 54,255.40 (Plus \$23,000 to be transferred from 2021)
Operating Reserve	\$ 6,924.29
Trust Fund	\$ 28,671.82

Special Project – Industrial Park – Restigouche Street Extension

Tender was awarded to R.H. Frenette for the amount of \$712,512.75.

There is additional cost for Engineering and Project Management by Roy Consultants.

The project has received funding grants from ACOA and RDC and the balance of the project will be paid through the Canada Community Building Fund formerly known as Gas Tax Fund. The project will be completed in 2022.

Tender for Rooftop Heating/ Air Units for the Belledune Recreation & Cultural Centre

Tender was awarded to Carmichael Engineering Ltd. for the amount of \$64,788.70 (HST included), but due to COVID19, delivery and installation of the units have been delayed. Units should be installed in 2022. The project will be paid through the Canada Community Building Fund formerly known as Gas Tax Fund.

Tendered for and Awarded for New Garbage Compactor (Solid Waste Collection)

Tender was awarded to Saunders Equipment Ltd. in December 2020 for the amount of \$282,200 (plus HST), but due to COVID19, there was a delay in delivery. Truck should arrive in early 2022.

Tendered for and Awarded for a New one Ton (Public Works)

Tender was awarded to Hatheway Ltd. for the amount of \$110,579.95 (includes extra warranty). Delivery of Truck will be in 2022.

Tendered for and Awarded for a New Rescue Vehicle (Fire Dept.)

Council by motion proceeded to advertise for a new Fire Dept. Rescue Vehicle, (Estimated cost \$300,000) The Closing date for Bids is February 4, 2022. The process for awarding will be in 2022 with estimated deliver 13 – 14 months after award. Vehicle will arrive in 2023.

Gas Tax Fund Capital Investment Plans

Council receives funding through the Gas Tax Fund for projects that meet the criterion of the Fund. To receive funding; it requires a Capital Investment Plan to be adopted by Council and submitted to the province for approval.

In 2021 Council adopted a revised Capital Investment Plan for the balance of the (2014-2018) round of funding and a new Capital Investment Plan for the (2019-2023) round of funding.

Some projects were undertaken in 2021 and others will continue or commence into year 2022. Plans are available at the municipal office.

WATER & SEWER UTILITY OPERATING BUDGET

Local government budgets and services are established in accordance with a standardized classification system.

In 2021, the Council adopted a Utility Operating Budget of \$71,075

Actual expenditures \$88,739 for the year were less than Actual revenues \$92,538 leaving a Utility Operating Fund surplus of \$3,799 to be recorded as revenue in the year 2023.

The water & sewer services have 30 residential users and 2 industrial users. The utility is operated in accordance with applicable provincial and federal standards.

Costs of Administration \$8,055

Personnel via contract operator \$36,146

Water Treatment & Distribution \$13,440

Collection, Treatment and Disposal \$8,099

Due to Utility Capital Reserve \$23,000

Fiscal Services

The Council, at year-end, authorized the transfer of \$23,000 from the Utility Operating Fund to the Utility Operating Reserve Fund.

APPENDIX I 2020 COUNCIL MEETING DATES and ATTENDANCE

January – May 2021

Dates	Meeting	Joe Noel	Paul Arseneault	Lilliane Carmichael	Tracy Culligan	Nick Duivenvoorden	Sandenn Killoran
Jan. 11	Community Events Committee						A
Jan. 18	Council Committee of Whole-Budget	P	P	P	P	P	P
Jan. 18	Regular	P	P	P	P	P	P
Jan. 21	Fire/EMO Meeting	A	P	P	A	P	A
Jan. 25	Council - Personnel	P	P	P	P	P	P
Feb. 1	Council Committee of Whole	P	P	P	P	P	P
Feb. 2	Chaleur Bay Watershed - Presentation	P		P	P		P
Feb. 8	Community Events Committee						A
Feb. 10	Arena Proposal - Hollis Chamberlain	P		P	P	P	A -COI
Feb. 22	Regular	P	P	P	P	P	P
Mar. 8	Community Events Committee						A
Mar. 12	Special - MOU Rock Network	P	P	P	P	P	P
Mar. 15	CLOSED CAO- Contract	P	P	P	P	P	P
Mar. 15	Regular	P	P	P	P	P	P
Apr. 6	Council Committee of Whole	P	P	P	P	P	P
Apr. 8	Fire/EMO Meeting	P	P	P	A	P	A
Apr. 12	Community Events Committee						A
Apr. 19	Regular	P	P	P	P	P	P
May. 11	Community Events Committee						A
May. 17	Regular	P	P	P	P	P	P
	Present	P					
	Absent	A					
	Absent -Conflict of Interest	A -COI					
	Late	L					
	Joined - Electronic Means	E					
Council	Committee Representative	R					

June –December 2021

Dates	Meeting	Mayor Arseneault	Councillor Bourque	Councillor Carmichael	Councillor Carrier	Councillor Guitard- McDonnell	Councillor Robinson
7-Jun	Oath of Office	P	P	P	P	P	P
7-Jun	1st Regular Meeting	P	P	P	P	P	P
14-Jun	Committee of Whole	P	A	P	P	P	P
16-Jun	Local Gov Reform		A	P	A	P	P
19-Jun	Orientation PNB	P	A	P	A	P	P
21-Jun	Regular Meeting	P	P	P	P	P	P
22-Jun	Orientation PNB	P	P	P	P	P	P
23-Jun	Orientation Belledune	P	P	P	P	P	P
24-Jun	Orientation Belledune	P	P	P	P	P	P
28-Jun	Orientation Belledune	P	P	P	P	P	P
2-Jul	In Camera (CAO)	P	P	P			
5-Jul	In Camera (CAO)	P	P	P			
5-Jul	Committee of Whole	P	P	P	P	P	P
8-Jul	In Camera (CAO)	P	P	P	P	P	P
9-Jul	Orientation Belledune	P	P	P	P	P	P
10-Jul	Orientation Belledune	P	P	P	P	P	P
12-Jul	Community Events Comm.					R	
19-Jul	Regular Meeting	P	P	P	P	P	P
3-Aug	Committee of Whole	Cancelled	Cancelled	Cancelled	Cancelled	Cancelled	Cancelled
9-Aug	Community Events Comm.					R	
16-Aug	Regular Meeting	Cancelled	Cancelled	Cancelled	Cancelled	Cancelled	Cancelled
20-Aug	Special Meeting	P	P	E	P	P	P
26-Aug	Special Meeting	P	P	E	P	P	P
7-Sep	Committee of Whole	P	P	P	P	P	P
20-Sep	Regular Meeting	P	P	P	P	P	P
						R	
14-Sep	Committee of Whole Budget	P	P	P	P	P	P
27-Sep	Committee of Whole Budget	P	P	P	P	P	P
4-Oct	Committee of Whole	P	P	P	P	P	P
12-Oct	Community Events Comm.					R	
18-Oct	Regular Meeting	P	P	P	P	P	P
25-Oct	Committee of Whole Budget	P	P	P	P	P	P
28-Oct	Fire/EMO	P	P	P	P	P	P
1-Nov	Committee of Whole Closed	P	P	P	P	P	P
1-Nov	Committee of Whole	P	P	P	P	P	P
8-Nov	Community Events Comm.					R	
9-Nov	Committee of Whole Closed	P	P	P	P	P	P
9-Nov	Committee of Whole Budget	P	P	P	P	P	P
15-Nov	Committee of Whole Budget	P	P	P	P	P	P

19-Nov	Special -Budget	P	P	P	P	P	P
22-Nov	Committee of Whole Closed	P	P	P	P	P	P
22-Nov	Regular Meeting	P	P	P	P	P	P
13-Dec	Committee of Whole	P	P	P	P	P	P
14-Dec	Community Events Comm.					R	
20-Dec	Regular Meeting	P	P	P	P	P	P
22-Dec	Restigouche Crime Stoppers		R				

Present	P
Absent	A
Absent -Conflict of Interest	A -COI
Late	L
Joined - Electronic Means	E
Council Committee Representative	R

List of Closed Meeting

There were 9 closed Council meetings that occurred to discuss items that are acceptable under the Local Governance Act.

January, 25, 2021

CAO Evaluation Reason for Closed Meeting (No clerk present)

Section 68 (1) (j) labour and employment matters, including the negotiation of collective agreements.

March 15, 2021

CAO Employment Contract Reason for Closed Meeting

Section 68 (1) (j) labour and employment matters, including the negotiation of collective agreements.

June 28, 2021

CAO Resignation & Administration Transition Reason for Closed Meeting

Section 68 (1) (j) labour and employment matters, including the negotiation of collective agreements.

September 20, 2021

K Surette, Economic Development Grant Reason for Closed Meeting

Section 68 (1) (c) information that could cause financial loss or gain to a person or the local government or could jeopardize negotiations leading to an agreement or contract.

T.S. Hachey, Rezoning Request Reason for Closed Meeting

Section 68 (1) (c) information that could cause financial loss or gain to a person or the local government or could jeopardize negotiations leading to an agreement or contract.

October 18, 2021

Glencore Presentation Reason for Closed Meeting

Section 68 (1) (c) information that could cause financial loss or gain to a person or the local government or could jeopardize negotiations leading to an agreement or contract.

October 25, 2021

Budget Deliberation – Personnel Reason for Closed Meeting

Section 68 (1) (j) labour and employment matters, including the negotiation of collective agreements.

November 1, 2021

Parkview Superette, Economic Development Grant Reason for Closed Meeting

Section 68 (1) (c) information that could cause financial loss or gain to a person or the local government or could jeopardize negotiations leading to an agreement or contract.

CRSC Planning – K. Surette Rezoning Reason for Closed Meeting

Section 68 (1) (c) information that could cause financial loss or gain to a person or the local government or could jeopardize negotiations leading to an agreement or contract.

November 22, 2021

AJN Project Reason for Closed Meeting

Section 68 (1) (c) information that could cause financial loss or gain to a person or the local government or could jeopardize negotiations leading to an agreement or contract.

Antiques Plus Rezoning Reason for Closed Meeting

Section 68 (1) (c) information that could cause financial loss or gain to a person or the local government or could jeopardize negotiations leading to an agreement or contract.

December 13, 2021

CAO Hiring Committee Reason for Closed Meeting

Section 68 (1) (j) labour and employment matters, including the negotiation of collective agreements.

Belledune Council

May to December 2021



Mayor, Arseneault



Deputy Mayor, Bourque



Councillor, Carmichael



Councillor, Carrier



Councillor, Guitard-McDonnell



Councillor, Robinson

Appendix II

2020 Audited Financial Statement

(Official Adopted – Endorsed Statement is filed at the Municipal Office)

VILLAGE OF BELLEDUNE
CONSOLIDATED FINANCIAL STATEMENTS

FOR THE YEAR ENDED
DECEMBER 31, 2021



Allen, Paquet & Arseneau LLP
CHARTERED PROFESSIONAL ACCOUNTANTS • COMPTABLES PROFESSIONNELS AGRÉÉS

VILLAGE OF BELLEDUNE

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For the year ended December 31, 2021

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VILLAGE OF BELLEDUNE
Consolidated Financial Statements
Year ended December 31, 2021

Management's Responsibility for the Consolidated Financial Statements

The accompanying consolidated financial statements of the Village of Belledune (the "Municipality") are the responsibility of the Municipality's management and have been prepared in compliance with legislation, and in accordance with Canadian public sector accounting standards established by the Public Sector Accounting Board of Chartered Professional Accountants of Canada. A summary of the significant accounting policies are described in Note 2 to the consolidated financial statements. The preparation of consolidated financial statements necessarily involves the use of estimates based on management's judgement, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

The Municipality's management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

The mayor and council meet with management to review the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to their approval.

The consolidated financial statements have been audited by Allen, Paquet & Arseneau, LLP, independent external auditors appointed by the Municipality. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the Municipality's consolidated financial statements.



Brenda Cormier
Clerk-Treasurer



Allen, Paquet & Arseneau LLP

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Votre partenaire d'affaires par excellence

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2.

INDEPENDENT AUDITORS' REPORT

To His Worship the Mayor
and Members of Council of the Village of Belledune

Opinion

We have audited the consolidated financial statements of the Village of Belledune, which comprise the consolidated statement of financial position as at December 31, 2021, and the consolidated statement of operations, change in net assets and cash flow for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of the Village of Belledune as at December 31, 2021, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for Public Sector Accounting.

Basis of Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the Consolidated Financial Statements* section of our report. We are independent of the municipality in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with PSAB, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the municipality's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the municipality or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the municipality's financial reporting process.

Auditors' Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

207, rue Roseberry St.
Campbellton, NB

625, ave St. Peter Ave
Bathurst, NB



202 Pleasant Street
Miramichi, NB

356, rue Canada Street
St-Quentin, NB

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INDEPENDENT AUDITORS' REPORT (cont'd)

We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the municipality's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the municipality's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the municipality to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Bathurst, NB

April 25, 2022



Chartered Professional Accountants

VILLAGE OF BELLEDUNE**Consolidated Statement of Operations****For the year ended December 31**

	2021	2021	2020
	(Unaudited) Budget (Note 18)	Actual	Actual
REVENUE			
Warrant Assessment	\$ 4,060,177	\$ 4,060,177	\$ 4,603,552
Unconditional Grants	345,829	345,829	345,656
Services Provided to Other Governments	36,380	38,776	37,273
Sales of Services	57,000	88,538	62,020
Other Revenue from Own Sources	22,500	46,539	13,541
Unconditional Transfers from Other Governments	-	79,969	-
Conditional Transfers from Other Governments	4,000	388,891	40,996
Other Transfers	1	1	-
Water and Sewer			
Sale of Services	48,000	69,196	58,360
Other Revenue from Own Sources	23,075	23,075	23,075
Gain from Disposal of Tangible Capital Assets	-	4,339	-
Gain from Disposal of Property Held for Resale	-	3,375	-
Gas Tax Fund	-	199,189	20,271
Interest	-	20,266	19,204
Miscellaneous	-	22,974	2,971
	4,596,962	5,391,134	5,226,919
EXPENDITURES			
General Government - Page 22	1,168,415	1,173,567	1,097,665
Protective Services - Page 23	1,151,175	1,107,282	1,132,860
Transportation - Page 23	1,312,513	1,209,433	1,245,306
Environmental Health - Page 24	219,418	248,443	231,813
Environmental Development - Page 24	713,338	535,016	535,271
Recreation and Cultural - Page 24	581,200	633,967	577,233
Fiscal Services - Page 24	79,000	55,589	61,482
Water and Sewer - Page 25	105,130	99,873	102,154
	5,330,189	5,063,170	4,983,784
ANNUAL SURPLUS (DEFICIT) (Note 16)	\$ (733,227)	\$ 327,964	\$ 243,135
ACCUMULATED SURPLUS, Beginning of Year		15,087,237	14,844,102
ACCUMULATED SURPLUS, End of Year		\$ 15,415,201	\$ 15,087,237



VILLAGE OF BELLEDUNE**Consolidated Statement of Change in Net Assets (Debt)****For the year ended December 31**

	2021	2020
Annual Surplus	\$ 327,964	\$ 243,135
Acquisition of Tangible Capital Assets	(699,755)	(651,613)
Proceeds on Disposal of Tangible Capital Assets	5,039	-
Amortization of Tangible Capital Assets	983,726	970,741
Gain on Disposal of Tangible Capital Assets	(4,339)	-
	612,635	562,263
Sale of Property Held for Resale	13,000	6,227
Gain of Disposal of Property Held for Resale	(3,375)	-
Acquisition of Prepaid Expenses	(6,466)	(13,656)
	615,794	554,834
INCREASE IN NET ASSETS	615,794	554,834
NET ASSETS (DEBT), Beginning of Year	481,659	(73,175)
NET ASSETS, End of Year	\$ 1,097,453	\$ 481,659

VILLAGE OF BELLEDUNE
Consolidated Statement of Financial Position

As at December 31	2021	2020
FINANCIAL ASSETS		
Cash and Short Term Investments (Note 3)	\$ 3,808,607	\$ 3,567,076
Accounts Receivable (General)	28,982	84,764
Due from Federal Government and its Agencies (Note 4)	300,392	68,232
Due from Provincial Government and its Agencies (Note 5)	185,949	-
	\$ 4,323,930	\$ 3,720,072
LIABILITIES		
Accounts Payable and Accrued Liabilities	\$ 504,592	\$ 181,573
Deferred Revenue (Note 6)	461,885	551,840
Long Term Debt (Note 7)	2,260,000	2,505,000
	3,226,477	3,238,413
NET ASSETS	\$ 1,097,453	\$ 481,659
NON-FINANCIAL ASSETS		
Tangible Capital Assets (Note 14)	31,972,921	31,420,645
Accumulated Amortization	(17,872,834)	(17,035,887)
	14,100,087	14,384,758
Property Held for Resale	139,193	148,818
Prepaid Expenses	78,468	72,002
	14,317,748	14,605,578
ACCUMULATED SURPLUS	\$ 15,415,201	\$ 15,087,237

On Behalf of the Council

 Mayor
 Clerk-Treasurer



VILLAGE OF BELLEDUNE
Consolidated Statement of Cash Flow
For the year ended December 31

	2021	2020
OPERATING TRANSACTIONS		
Annual Surplus	\$ 327,964	\$ 243,135
Gain on Disposal of Tangible Capital Assets	(4,339)	-
Gain on Disposal of Property Held for Resale	(3,375)	-
Amortization of Tangible Capital Assets	983,726	970,741
Accounts Receivable (General)	55,782	(22,463)
Due from Federal Government	(232,160)	21,105
Due from Provincial Government	(185,949)	-
Prepaid Expenses	(6,466)	(13,656)
Accounts Payable and Accrued Liabilities	323,019	(283,217)
Deferred Revenue	(89,955)	292,391
	1,168,247	1,208,036
CAPITAL TRANSACTIONS		
Acquisition of Tangible Capital Assets	(699,755)	(651,613)
Proceeds on Disposal of Tangible Capital Assets	5,039	-
Sale of Property Held for Resale	13,000	6,227
	(681,716)	(645,386)
FINANCING TRANSACTIONS		
Long Term Debt	(245,000)	757,000
	(245,000)	757,000
NET INCREASE IN CASH AND CASH EQUIVALENTS	241,531	1,319,650
CASH AND CASH EQUIVALENTS, Beginning of Year	3,567,076	2,247,426
CASH AND CASH EQUIVALENTS, End of Year	\$ 3,808,607	\$ 3,567,076

1. PURPOSE OF THE ORGANIZATION

The Municipality was incorporated as a village by the Province of New Brunswick Municipalities Act on January 24, 1968. The Village of Belledune and the Village of Jacquet River were amalgamated effective January 1, 1994, by an amendment of New Brunswick Regulation 85-6 under the Municipalities Act. As a municipality, the Municipality is exempt from income tax under section 149(1)(c) of the Canadian Income Tax Act. The Municipality has the following vision statement, "The Municipality, is a sustainable, prosperous community, committed to preservation of its rural identity through the encouragement of growth in an environmentally and economically sound fashion; a progressive, open-minded community providing effective governance combined with responsible and efficient service delivery; a welcoming community in which a viable, goal oriented, productive environment is provided for all residents and extended partners; a vibrant, safe, positive community which provides needed municipal services for all its citizens; a community where business and industry can grow and prosper in an economically and ecologically sustainable manner."

2. SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of the Municipality are the representations of management prepared in accordance with Canadian generally accepted accounting principles for local governments, as recommended by the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Professional Accountants.

The Municipality has adopted PSA as of January 1, 2010.

The focus of PSA consolidated financial statements is on the financial position of the Municipality and the changes thereto. The Consolidated Statement of Financial Position includes all of the assets and liabilities of the Municipality.

Significant aspects of the accounting policies adopted by the Municipality are as follows:

(a) Reporting Entity

The consolidated financial statements reflect the assets, liabilities, revenues, expenditures and changes in net debt and cash flows of the Municipality.

Interdepartmental and organizational transactions and balances are eliminated.

(b) Budget

The budget figures contained in these consolidated financial statements were approved by Council on November 4, 2020 and the Minister of Local Government on November 5, 2020.

(c) Revenue Recognition

Unrestricted revenue is recorded on an accrual basis and is recognized when collection is reasonably assured. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Other revenue is recorded when it is earned.

2. SIGNIFICANT ACCOUNTING POLICIES (continued)

(d) Use of Estimates

The preparation of the consolidated financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements and the reported amount of revenues and expenses during the reporting period. These estimates are reviewed periodically, and as adjustments become necessary, they are reported in earnings in the period in which they become known. Actual results may differ from those estimates.

(e) Financial Instruments

The Municipality's financial instruments consist of cash, short-term investments, accounts receivable, deposits in trust, due from the Federal Government, due from own funds, bank loan, payables and accruals, funds held in trust and long-term debt. Unless otherwise noted, it is management's opinion that the Municipality is not exposed to significant interest, currency or credit risk arising from these financial instruments. The fair value of these financial instruments approximates their carrying values, unless otherwise noted.

The Municipality is subject to credit risk through accounts receivable. The Municipality minimizes credit risk through ongoing credit management.

(f) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, balances with banks and short term deposits with original maturities of three months or less.

(g) Tangible Capital Assets

Effective January 1, 2010, The Municipality adopted the provisions of PSA section 3150 Tangible Capital Assets. Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost of the tangible capital asset is amortized on a straight line basis over the estimated useful life as follows:

	<u>Years</u>
Land:	
All land owned by the Village, including land under buildings	N/A
Land Improvements:	
Includes major landscaping projects, sports fields, courts, trail culverts, paved trails, parking lots, play grounds and similar assets	15 - 25 years
Buildings:	
All buildings owned by the Village, with the exception of treatment plants, as single assets or broken into components: structural, interior, exterior, mechanical, electrical, specialty items, equipment and site work	25 - 70 years
Machinery and Equipment:	
Includes information technology assets, large signage, transit fare boxes, motorized fleet equipment, parking meters, leasehold improvements and similar assets	5 - 20 years

2. SIGNIFICANT ACCOUNTING POLICIES (continued)

(g) Tangible Capital Assets (continued)

	<u>Years</u>
Linear Assets:	
All public works infrastructure including roads, sidewalks, street lights, traffic signals, storm sewers, water and sewer main	
Road Surfaces	5 - 30 years
Road Grade	10 - 40 years
Spur Line	5 - 65 years
Traffic Lights	10 - 30 years
Vehicles:	
All vehicles including cars, trucks, buses and similar assets	5 - 25 years
Water and Wastewater Facilities:	
Includes water and wastewater treatment plants broken into components: process piping and equipment, electrical and instrumentation, structural, architectural, mechanical and site work	10 - 100 years

The Village has a capitalization threshold of \$5,000. Any item purchased under this threshold is recorded as an expense in the year the item is acquired. An exception is pooled assets, which include computers, street lights, parking meters and groups of assets of a similar nature that when purchased in bulk have a cost of \$25,000. Another exception relates to specific items such as land, vehicles, roads, water pipe segments, etc. that would be recorded with no threshold level.

All grants, donations from subdivision developers and other third party contributions are recorded as income in the year the expenditure for the capital asset is incurred. The full cost of the asset is capitalized during the year the asset is substantially complete and put into use.

(h) Segmented Information

The Municipality is a diversified municipal unit that provides a wide range of services to its residents. For management reporting purposes, the Municipality's operations and activities are organized and reported by function. This presentation was created for the purpose of recording specific activities to attain certain objectives in accordance with special regulations, restrictions or limitations. Municipal services are provided by departments as follows:

General Government Services

This department is responsible for the overall governance and financial administration of the Municipality. This includes council functions, general and financial management, legal matters and compliance with legislation as well as civic relations.

Protective Services

This department is responsible for the provision of policing services, fire protection, emergency measures, animal control and other protective measures.

Transportation Services

This department is responsible for common services, roads and streets maintenance, street lighting, traffic services, parking and other transportation related functions.

Environmental Health Services

This department is responsible for the provision of waste collection and disposal.

VILLAGE OF BELLEDUNE
Notes to the Consolidated Financial Statements
For the year ended December 31, 2021

2. SIGNIFICANT ACCOUNTING POLICIES (continued)

(h) Segmented Information (continued)

Environmental Development Services

This Department is responsible for planning and zoning, community development, tourism and other municipal development and promotion services.

Recreation and Cultural Services

This department is responsible for the maintenance and operation of recreational and cultural facilities, including the swimming pool, arena, parks and playgrounds and other recreational and cultural facilities.

Water and Wastewater Systems

This department is responsible for the provision of water and sewer services including the maintenance and operation of the underground networks, reservoirs and lagoons.

3. CASH

	2021	2020
Cash (Restricted - Gas Tax Fund)	\$ 630,770	\$ 524,536
Cash (Restricted)	61,018	65,376
Cash (Restricted - Reserves) (Note 17)	2,919,172	1,986,253
Cash (Unrestricted)	197,647	990,911
	\$ 3,808,607	\$ 3,567,076

The restricted cash in the amount of \$61,018 represents the balance of a debenture received (BY29-2020 (O.I.C. 17-0051)) and not expended during the year and is to be used to repay the corresponding long-term debt.

4. DUE FROM FEDERAL GOVERNMENT AND ITS AGENCIES

	2021	2020
Canada Revenue Agency (HST Refund)	\$ 113,853	\$ 68,232
Government of Canada (ACOA)	186,539	-
	\$ 300,392	\$ 68,232

5. DUE FROM PROVINCIAL GOVERNMENT AND ITS AGENCIES

	2021	2020
Province of New Brunswick (RDC)	\$ 185,949	\$ -

VILLAGE OF BELLEDUNE
Notes to the Consolidated Financial Statements
For the year ended December 31, 2021

6. DEFERRED REVENUE

	2021	2020
Deferred Government Transfers - Gas Tax Fund (GTF)	\$ 431,581	\$ 524,536
Other	4,200	1,200
Water and Sewer Fund - Other	26,104	26,104
	\$ 461,885	\$ 551,840

7. LONG TERM DEBT

	2021	2020
BE24, 1.65% to 4.25%, due 2021, O.I.C. #10-0010	\$ -	\$ 149,000
BF31, 1.35% to 3.45%, due 2021, O.I.C. #10-0010	-	155,000
BP25, 1.20% to 2.00%, due 2021, O.I.C. #05-0039	-	68,000
BV26, 2.05% to 3.15%, due 2034, O.I.C. #17-0051	1,064,000	1,133,000
BY29, 0.50% to 2.30%, due 2035, O.I.C. #17-0051	939,000	1,000,000
BZ26, 0.30% to 1.35%, due 2026, O.I.C. #10-0010	126,000	-
CA29, 0.855% to 1.786%, due 2026, O.I.C. #10-0010	131,000	-
	\$ 2,260,000	\$ 2,505,000

Principal payments of long term debt are due as follows:

2022	\$ 183,000
2023	185,000
2024	187,000
2025	189,000
2026	194,000
Subsequent years	1,322,000
	\$ 2,260,000

Approval of the Municipal Capital Borrowing Board has been obtained for the above long term debt. The Municipality is in compliance with the requirements of the Municipal Capital Borrowing Act.

8. CONTINGENT LIABILITIES

The Village has guaranteed in part a loan of the Chaleur Regional Service Commission. The loan is guaranteed by the Local Service Districts, the Chaleur Regional Service Commission and five other municipalities.

VILLAGE OF BELLEDUNE
Notes to the Consolidated Financial Statements
For the year ended December 31, 2021

9. REPORTING TO THE PROVINCE OF NEW BRUNSWICK

The Village complies with PSAB accounting standards. The Village is also required to comply with the Municipal Financial Reporting Manual prescribed by the Province of New Brunswick. Differences in accounting policies include the methodology for accounting for Tangible Capital Assets, and government transfers. PSAB also requires full consolidation of funds.

10. WATER AND SEWER FUND SURPLUS/DEFICIT

The Municipalities Act requires Water and Sewer Fund surplus/deficit amounts to be absorbed into one or more of the four Operating Budgets commencing with the second next ensuing year. The balance of the surplus/deficit at the end of the year consists of the following:

	2021	2020
2021 Surplus	\$ 3,799	\$ -
2020 Surplus	1,049	1,049
2019 Deficit	-	(79)
	<u>\$ 4,848</u>	<u>\$ 970</u>

11. WATER COST TRANSFER

The Municipality's water cost transfer for fire protection is within the maximum allowable by Regulation 81-195 under the Municipalities Act based upon the applicable percentage of water system expenditures for the population.

12. FUNDS HELD IN TRUST

Funds administered by the Municipality for the benefit of external parties are not included in the consolidated financial statements.

VILLAGE OF BELLEDUNE
Notes to the Consolidated Financial Statements
For the year ended December 31, 2021

13. RECONCILIATION OF ANNUAL DEFICIT BY FUND ACCOUNTING

	2021	2020
Net Assets (Page 6)	\$ 1,097,453	\$ 481,659
Add:		
Long Term Debt	2,260,000	2,505,000
Prepaid Expenses	78,468	72,002
	3,435,921	3,058,661
Less:		
Prior Year Annual Surplus:		
General Operating Fund	37,466	55,596
Water and Sewer Operating Fund	1,049	(79)
Reserve Fund (Note 17)	3,327,172	2,899,253
Transfers	61,018	65,376
	3,426,705	3,020,146
Operating Surplus	\$ 9,216	\$ 38,515
Current Year Annual Surplus: (Note 16)		
General Operating Fund	\$ 5,417	\$ 37,466
Water and Sewer Operating Fund	3,799	1,049
	\$ 9,216	\$ 38,515

VILLAGE OF BELLEDUNE
Notes to the Consolidated Financial Statements
For the year ended December 31, 2021

14. SCHEDULE OF TANGIBLE CAPITAL ASSETS

	Land	Land Improvements	Buildings	Machinery and Equipment	Vehicles	Infrastructure			2021 Total	2020 Total
						Roads and Streets	Treatment Facilities	Water and Sewer		
COST										
Balance, Beginning of Year	\$ 538,065	\$ 1,285,722	\$ 8,233,260	\$ 789,337	\$ 1,936,430	\$ 17,558,247	\$ 560,000	\$ 519,584	\$ 31,420,645	\$ 30,769,032
Add: Net Additions during the Year	-	699,755	-	-	-	-	-	-	699,755	651,613
Less: Disposals during the Year	700	-	-	-	146,779	-	-	-	147,479	-
BALANCE, END OF YEAR	537,365	1,985,477	8,233,260	789,337	1,789,651	17,558,247	560,000	519,584	31,972,921	31,420,645
ACCUMULATED AMORTIZATION										
Balance, Beginning of Year	-	628,258	2,753,728	438,735	1,144,292	11,657,067	151,800	262,007	17,035,887	16,065,146
Add: Amortization during the Year	-	54,580	266,196	73,180	63,423	492,213	13,800	20,334	983,726	970,741
Less: Accumulated amortization on disposals	-	-	-	-	146,779	-	-	-	146,779	-
BALANCE, END OF YEAR	-	682,838	3,019,924	511,915	1,060,936	12,149,280	165,600	282,341	17,872,834	17,035,887
NET BOOK VALUE OF CAPITAL ASSETS										
ASSETS	\$ 537,365	\$ 1,302,639	\$ 5,213,336	\$ 277,422	\$ 728,715	\$ 5,408,967	\$ 394,400	\$ 237,243	\$ 14,100,087	\$ 14,384,758
Consists of:										
General Capital Fund	\$ 537,365	\$ 1,302,639	\$ 5,213,336	\$ 277,422	\$ 728,715	\$ 5,408,967	\$ -	\$ -	\$ 13,468,444	\$ 13,718,981
Water and Sewer Capital Fund	-	-	-	-	-	-	394,400	237,243	631,643	665,777
	\$ 537,365	\$ 1,302,639	\$ 5,213,336	\$ 277,422	\$ 728,715	\$ 5,408,967	\$ 394,400	\$ 237,243	\$ 14,100,087	\$ 14,384,758

VILLAGE OF BELLEDUNE .
Notes to the Consolidated Financial Statements
For the year ended December 31, 2021

15. SCHEDULE OF SEGMENT DISCLOSURE

	General Government	Protective Services	Transportation	Environmental Health	Environmental Development	Recreation and Cultural	Water and Sewer	2021	2020
REVENUES									
Warrant Assessment	\$ 811,733	\$ 1,017,537	\$ 1,111,408	\$ 228,307	\$ 491,653	\$ 399,539	\$ -	\$ 4,060,177	\$ 4,603,552
Unconditional Grant	345,829	-	-	-	-	-	-	345,829	37,273
Services Provided to Other Governments	-	22,380	16,396	-	-	-	-	38,776	345,656
Sales of Service	-	-	-	-	-	-	-	38,776	37,273
Other Revenue from Own Sources	46,539	-	-	-	27,294	61,244	69,196	157,734	120,380
Unconditional Transfers from Other Governments	-	79,969	-	-	-	-	23,075	69,614	36,616
Conditional Transfers from Other Governments	194,217	-	-	-	-	-	-	79,969	-
Other Transfers	1	-	-	-	194,674	-	-	388,891	40,996
Gain on Disposal of Tangible Capital Assets	-	4,339	-	-	-	-	-	1	-
Gain on Disposal of Property Held for Resale	3,375	-	-	-	-	-	-	4,339	-
Gas Tax Fund	-	-	-	-	-	-	-	3,375	-
Interest	19,500	-	-	-	-	199,189	-	199,189	20,271
Miscellaneous	22,974	-	-	-	-	-	766	20,266	19,204
	22,974	-	-	-	-	-	-	22,974	2,971
	1,444,168	1,124,225	1,127,804	228,307	713,621	659,972	93,037	5,391,134	5,226,919
EXPENDITURES									
Salaries and Benefits	394,121	890,031	170,863	112,420	62,548	89,676	-	1,719,659	1,682,687
Legislative	82,162	-	-	-	-	-	-	82,162	81,714
Goods and Services	320,523	146,702	546,357	111,305	438,692	410,157	65,739	2,039,475	2,010,959
Amortization	209,918	54,833	492,213	24,718	33,776	134,134	34,134	983,726	970,741
Interest and Bank Charges	55,589	-	-	-	-	-	-	55,589	61,255
Other	166,843	15,716	-	-	-	-	-	182,559	176,201
Loss on Disposal of Land Held for Resale	-	-	-	-	-	-	-	-	227
	1,229,156	1,107,282	1,209,433	248,443	535,016	633,967	99,873	5,063,170	4,983,784
SURPLUS (DEFICIT) FOR THE YEAR	\$ 215,012	\$ 16,943	\$ (81,629)	\$ (20,136)	\$ 178,605	\$ 26,005	\$ (6,836)	\$ 327,964	\$ 243,135

VILLAGE OF BELLEDUNE
Notes to the Consolidated Financial Statements
For the year ended December 31, 2021

16. RECONCILIATION OF ANNUAL SURPLUS (DEFICIT)

	General Capital Fund	General Operating Fund	Water and Sewer Capital Fund	Water and Sewer Operating Fund	General Capital Reserve Fund	General Operating Reserve Fund	Water and Sewer Capital Reserve Fund	Water and Sewer Operating Reserve Fund	Total
2021 ANNUAL SURPLUS (DEFICIT) PER PSAB	\$(949,592)	\$ 1,264,893	\$(34,134)	\$ 26,878	\$ 18,191	\$ 1,308	\$ 372	\$ 48	\$ 327,964
Adjustments to Annual Surplus (Deficit) for Funding Requirements									
Second Previous Year's Surplus (Deficit)	-	55,596	-	(79)	-	-	-	-	55,517
Transfers Between Funds:									
Transfer Elimination	-	(385,000)	-	(23,000)	385,000	-	23,000	-	-
Transfer Elimination	(4,358)	4,358	-	-	-	-	-	-	-
Capital Expenditures	699,755	(699,755)	-	-	-	-	-	-	-
Disposal of Capital Assets	(700)	700	-	-	-	-	-	-	-
Disposal of Property Held for Resale	(9,625)	9,625	-	-	-	-	-	-	-
Proceeds of Long Term Debt	(257,000)	257,000	-	-	-	-	-	-	-
Long Term Debt Principal Repayment	502,000	(502,000)	-	-	-	-	-	-	-
Amortization Expense	949,592	-	34,134	-	-	-	-	-	-
Total Adjustments to 2021 Annual Surplus (Deficit)	1,879,664	(1,259,476)	34,134	(23,079)	385,000	-	23,000	-	1,039,243
2021 ANNUAL FUND SURPLUS FOR FUNDING PURPOSES	930,072	5,417	-	3,799	403,191	1,308	23,372	48	1,367,207

VILLAGE OF BELLEDUNE
Notes to the Consolidated Financial Statements
For the year ended December 31, 2021

17. STATEMENT OF RESERVES

	General Capital Reserve Fund	General Operating Reserve Fund	Water and Sewer Capital Reserve Fund	Water and Sewer Operating Reserve Fund	Total 2021	Total 2020
ASSETS						
Cash (Treasury Accounts)						
Due from General Operating Fund	\$ 2,656,689	\$ 201,309	\$ 54,255	\$ 6,924	\$ 2,919,172	\$ 1,986,253
Due from Water and Sewer Operating Fund	385,000	-	-	-	385,000	900,000
	-	-	23,000	-	23,000	13,000
ACCUMULATED SURPLUS	\$ 3,041,689	\$ 201,309	\$ 77,255	\$ 6,924	\$ 3,327,172	\$ 2,899,253
REVENUE						
Interest						
Transfer from General Operating Fund	\$ 18,191	\$ 1,308	\$ 372	\$ 48	\$ 19,919	\$ 18,798
Transfer from Water and Sewer Operating Fund	385,000	-	-	-	385,000	900,000
	-	-	23,000	-	23,000	13,000
	403,191	1,308	23,372	48	427,919	931,798
EXPENDITURES						
Bank Charges						
Transfer to General Operating Fund	-	-	-	-	-	-
Transfer to Water and Sewer Operating Fund	-	-	-	-	-	-
	-	-	-	-	-	-
ANNUAL SURPLUS	\$ 403,191	\$ 1,308	\$ 23,372	\$ 48	\$ 427,919	\$ 931,798

Council Motions regarding transfers to and from reserves:

M 2021/12/20-229 Lilliane Carmichael moved that \$385,000 be transferred from 2021 General Operating Fund to the General Capital Reserve Fund, seconded by Marilyn Guitard-McDonnell. MOTION CARRIED.

I hereby certify that the above is true and an exact copy of the motion adopted at a regular meeting of Council on December 20, 2021.

M 2021/12/20-230 Lilliane Carmichael moved that \$23,000 be transferred from the 2021 Utility Operating Fund to the Utility Capital Reserve Fund, seconded by Ron Bourque. MOTION CARRIED.

I hereby certify that the above is true and an exact copy of the motion adopted at a regular meeting of Council on December 20, 2021.

Brenda Cormier
NAME
Clerk-Treasurer
Village of Belledune

April 26, 2022
Date

Municipal Seal



VILLAGE OF BELLEDUNE
Notes to the Consolidated Financial Statements
For the year ended December 31, 2021

18. OPERATING BUDGET TO PSA BUDGET

	Operating Budget General	Operating Budget Water & Sewer Amortization	Transfers	Total
REVENUE				
Warrant Assessment	\$ 4,060,177	\$ -	\$ -	\$ 4,060,177
Unconditional Grants	345,829	-	-	345,829
Services Provided to Other Governments	36,380	-	-	36,380
Sales of Services	57,000	48,000	-	105,000
Other Revenue From Own Sources	22,500	23,075	-	45,575
Conditional Transfers from				
Other Governments	4,000	-	-	4,000
Other Transfers	1	-	-	1
Surplus - Second Previous Year	55,596	-	(55,596)	-
	4,581,483	71,075	(55,596)	4,596,962
EXPENDITURES				
Deficit - Second Previous Year	-	79	(79)	-
Environmental Development	679,562	-	33,776	713,338
Environmental Health	194,700	-	24,718	219,418
Fiscal Services				
- Interest and Bank Fees	16,000	-	-	16,000
- Interest on Long Term Debt	59,000	-	-	59,000
- Interest on Short Term Debt	4,000	-	-	4,000
- Principal Repayment of Long Term Debt	244,000	-	(244,000)	-
General Government	958,497	-	209,918	1,168,415
Protective Services	1,096,342	-	54,833	1,151,175
Recreation and Cultural	447,066	-	134,134	581,200
Transfer to Internal Fund	62,016	-	(62,016)	-
Transportation	820,300	-	492,213	1,312,513
Water and Sewer	-	70,996	34,134	105,130
	4,581,483	71,075	983,726 (306,095)	5,330,189
SURPLUS (DEFICIT)	\$ -	\$ -	\$(983,726)	\$ 250,499 \$(733,227)

VILLAGE OF BELLEDUNE
Notes to the Consolidated Financial Statements
For the year ended December 31, 2021

19. REVENUE AND EXPENDITURES SUPPORT

	(Unaudited) 2021 Budget	2021 Actual	2020 Actual
REVENUE			
Warrant Assessment	\$ 4,060,177	\$ 4,060,177	\$ 4,603,552
Unconditional Grants	\$ 345,829	\$ 345,829	\$ 345,656
Services Provided to Other Governments			
Province of New Brunswick			
Protective Services	\$ 22,380	\$ 22,380	\$ 22,380
Traffic Services	14,000	16,396	14,893
	\$ 36,380	\$ 38,776	\$ 37,273
Sales of Services			
Planning and Development Services	\$ 15,500	\$ 27,294	\$ 19,458
Recreation and Cultural Services	41,500	61,244	42,562
	\$ 57,000	\$ 88,538	\$ 62,020
Other Revenue from Own Sources			
Licenses and Permits	\$ 3,000	\$ 19,706	\$ 6,643
Rentals	12,500	19,900	500
Return on Investment	7,000	6,933	6,398
	\$ 22,500	\$ 46,539	\$ 13,541
Unconditional Transfers from Other Governments			
Federal Governments			
Safe Restart Agreement (Covid)	\$ -	\$ 79,969	\$ -
Conditional Transfers from Other Governments			
Federal Government	\$ 2,500	\$ 194,217	\$ 8,996
Provincial Government	1,500	194,674	32,000
	\$ 4,000	\$ 388,891	\$ 40,996

VILLAGE OF BELLEDUNE
Notes to the Consolidated Financial Statements
For the year ended December 31, 2021

19. REVENUE AND EXPENDITURES SUPPORT (continued)

	(Unaudited) 2021 Budget	2021 Actual	2020 Actual
REVENUE (continued)			
<u>Other Transfers</u>			
Other	\$ 1	\$ 1	\$ -
<u>Water and Sewer</u>			
<u>Sale of Services</u>			
Sale of Water	\$ 45,100	\$ 66,196	\$ 55,360
Sale of Wastewater Disposal Services	2,900	3,000	3,000
	\$ 48,000	\$ 69,196	\$ 58,360
<u>Other Revenue from Own Sources</u>			
Water Supply (Fire)	\$ 23,075	\$ 23,075	\$ 23,075
<u>Other</u>			
Gain on Disposal of Tangible Capital Assets	\$ -	\$ 4,339	\$ -
Gain on Disposal of Property Held for Resale	-	3,375	-
Gas Tax Fund	-	199,189	20,271
Interest	-	20,266	19,204
Miscellaneous	-	22,974	2,971
	\$ -	\$ 250,143	\$ 42,446

VILLAGE OF BELLEDUNE
Notes to the Consolidated Financial Statements
For the year ended December 31, 2021

19. REVENUE AND EXPENDITURES SUPPORT (continued)

	(Unaudited) 2021 Budget	2021 Actual	2020 Actual
EXPENDITURES			
General Government Services			
<i>Legislative</i>			
Mayor	\$ 27,000	\$ 20,667	\$ 19,598
Councillors	76,500	61,495	62,116
Development Seminars	10,000	25,612	-
	113,500	107,774	81,714
<i>General Administrative</i>			
Administrator	223,000	224,127	210,352
Administrative Assistant	88,700	76,654	77,695
Municipal Works	93,800	93,339	91,801
Office Building	150,000	152,521	149,953
Solicitor	20,000	46,092	23,542
Public Liability Insurance	50,000	51,420	44,700
Other Administrative	53,000	50,885	62,618
	678,500	695,038	660,661
<i>Financial Management</i>			
External Audit	16,000	16,686	15,121
Financial Consulting Fees	3,000	2,920	3,233
	19,000	19,606	18,354
<i>Common Services</i>			
Amortization	209,918	209,918	189,172
Cost of Assessment	66,806	66,806	75,387
Conventions and Delegations	3,000	770	-
Grants and Sundry	50,000	50,307	44,048
Civic Relations	15,000	17,174	18,110
Training and Development	7,000	387	-
RSC Admin Costs	5,691	5,787	10,219
	357,415	351,149	336,936
	\$ 1,168,415	\$ 1,173,567	\$ 1,097,665

VILLAGE OF BELLEDUNE
Notes to the Consolidated Financial Statements
For the year ended December 31, 2021

19. REVENUE AND EXPENDITURES SUPPORT (continued)

	(Unaudited) 2021 Budget	2021 Actual	2020 Actual
EXPENDITURES (continued)			
<u>Protective Services</u>			
<i>Police</i>	\$ 796,867	\$ 796,867	\$ 794,465
<i>Fire Protection</i>			
Administration	26,500	24,000	24,044
Amortization	54,833	54,833	57,073
Personnel	76,500	56,843	68,451
Fire Alarm Systems	12,321	12,321	10,662
Water Cost	23,075	23,075	23,075
Training	12,000	8,225	1,754
Fire Station and Building	80,000	88,987	77,008
Equipment	40,000	26,415	48,962
Other	20,079	7,431	19,311
	345,308	302,130	330,340
<i>Animal Control</i>	9,000	8,285	8,055
	\$ 1,151,175	\$ 1,107,282	\$ 1,132,860
<u>Transportation Services</u>			
<i>Roads and Streets</i>			
Amortization	\$ 492,213	\$ 492,213	\$ 492,570
Building	50,000	36,852	50,889
Personnel	175,300	170,863	162,796
Engineering and Planning	15,000	35,746	50,681
Summer Maintenance	93,000	74,493	68,944
Culverts and Ditches	20,000	34,793	6,205
Snow Removal	203,000	206,424	201,909
Roads and Streets	148,000	45,929	96,275
Rent	-	-	1,072
Street Cleaning	8,000	5,863	7,191
	1,204,513	1,103,176	1,138,532
<i>Street Lighting</i>	97,500	98,539	96,226
<i>Traffic Services</i>			
Signals	8,000	7,135	6,592
Street Signs	2,500	583	3,956
	10,500	7,718	10,548
	\$ 1,312,513	\$ 1,209,433	\$ 1,245,306

VILLAGE OF BELLEDUNE
Notes to the Consolidated Financial Statements
For the year ended December 31, 2021

19. REVENUE AND EXPENDITURES SUPPORT (continued)

	(Unaudited) 2021 Budget	2021 Actual	2020 Actual
EXPENDITURES (continued)			
<u>Environmental Health Services</u>			
Amortization	\$ 24,718	\$ 24,718	\$ 24,718
Solid Waste Collection Personnel	115,700	112,420	104,454
Solid Waste Collection Disposal	79,000	111,305	102,641
	\$ 219,418	\$ 248,443	\$ 231,813
<u>Environmental Development Services</u>			
Amortization	\$ 33,776	\$ 33,776	\$ 33,776
Planning Commissions	128,095	128,095	128,968
Industrial Parks and Commission	7,500	5,211	4,639
Promotion, Tourism	174,303	136,790	124,300
Public Receptions	2,000	2,364	2,564
Research and Planning	1,000	1,759	664
Community Improvements	38,000	27,621	32,465
Economic Development	169,664	49,634	54,502
Conservation	159,000	149,766	153,393
	\$ 713,338	\$ 535,016	\$ 535,271
<u>Recreation and Cultural Services</u>			
Amortization	\$ 134,134	\$ 134,134	\$ 139,298
Administration	99,500	100,865	93,920
Community Centre and Hall	85,500	67,547	82,196
Skating Rinks and Arenas	145,000	184,793	171,842
Parks and Playgrounds	50,000	107,383	66,584
Library	14,066	10,243	7,377
Festivals and Fairs	48,000	24,123	9,790
Wharf	5,000	4,879	6,226
	\$ 581,200	\$ 633,967	\$ 577,233
<u>Fiscal Services</u>			
Bank Charges	\$ 16,000	\$ 1,746	\$ 10,435
Interest on Long Term Debt	59,000	53,843	47,506
Interest on Short Term Debt	4,000	-	3,314
Loss on Disposal of Property Held for Resale	-	-	227
	\$ 79,000	\$ 55,589	\$ 61,482

VILLAGE OF BELLEDUNE
Notes to the Consolidated Financial Statements
For the year ended December 31, 2021

19. REVENUE AND EXPENDITURES SUPPORT (continued)

	(Unaudited) 2021 Budget	2021 Actual	2020 Actual
EXPENDITURES (continued)			
<u>Water and Sewer</u>			
Administration	\$ 8,221	\$ 6,255	\$ 6,353
Amortization	34,134	34,134	34,134
Other	52,375	47,152	53,258
Treatment	10,400	12,332	8,409
	<hr/>	<hr/>	<hr/>
	\$ 105,130	\$ 99,873	\$ 102,154
