

# Annual Report 2020



## Town of Grand Bay-Westfield

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## **Message from the Mayor**



The historic and beautiful Town of Grand Bay-Westfield is located in southern New Brunswick, along the St. John River. Our community's unique identity is strongly rooted in our people, our surroundings, and our rich history.

Grand Bay-Westfield is a diversified and active community, offering an outstanding quality of life. Our affordable housing, quality public education system, seasonal community activities, and strong business community coupled with a small-town charm can be found nowhere else.

Grand Bay-Westfield offers the best of urban and rural New Brunswick, encompassing both an active local business community and access to larger local and regional markets. Minutes away from Uptown Saint John, Grand Bay-Westfield has fast and convenient access to a variety of business, personal, and government services. With the American border a one-hour drive away on recently upgraded highways, companies and businesses in Grand Bay-Westfield and area have access to the largest market of its kind in North America.

We are proud of our community, and we encourage you to browse our website to see for yourself. On behalf of Grand Bay-Westfield Council, I am pleased to present our Town's Annual Report for 2020.

Grace Losier  
Mayor 1997 - 2021

## **Legislative Authority**

Municipal Annual Reports are prepared pursuant to Section 105 of the Local Governance Act, and Regulation 2018-54.

This Report contains general information about the Town of Grand Bay-Westfield such as its population, tax base, tax rate, and user charges, as well as detailed information regarding Town Council, the provision of grants, and the types and cost of services provided. The 2019 Audited Financial Statements are appended.



## Council

The Town of Grand Bay-Westfield Council is composed of:

- Mayor Grace Losier
- Deputy Mayor Michael Likely whose appointment by Council Resolution as Deputy Mayor was due to winning the popular vote among councillor candidates per the Council Procedural and Organizational Bylaw #106, and
- Councillors
  - Ryan Snodgrass,
  - Beverly Day,
  - Stephen Evans, and
  - John Balemans.

## Vision

To be an efficient, effective, and flexible organization responsible for the overall good of the community. Enhancing quality of life by being sensitive to community needs in an ever-changing and complex environment.

## Mission

To be recognized as a community committed to enhancing the quality of life by fostering a spirit of neighborly pride in a positive thriving environment second to none.

## Motto

Community of Friends

## Council Meetings

Meetings of Council are held on the second and fourth Monday of the month. Council may schedule special and emergency meetings as required. Likewise, they may cancel meetings. Council held 20 meetings with there being two special meetings, 18 regular meetings of Council and 2 legal meetings.

Due to Public Health Regulations related to the COVID-19 Pandemic, most meetings of Council were held via ZOOM and broadcast on YouTube to ensure public broadcast. Meetings were held at the Community Centrum in the Grand Bay Room.

Minutes of Council meetings can be found on the Town's new website [Council Minutes - Grand Bay-Westfield \(grandbaywestfield.ca\)](#) or by visiting the Town Administrative Offices located at 609 River Valley Drive during normal office hours.



**Table #1: Council Attendance**

<b>Date</b>	<b>Losier</b>	<b>Likely</b>	<b>Day</b>	<b>Snodgrass</b>	<b>Evans</b>	<b>Balemans</b>	<b>Total</b>
Jan 13	√	√	√	√	√	√	6
Feb 10	√	√	√	√	<b>X</b>	√	5
Mar 9	√	√	√	√	√	√	6
Mar 23	√	√	√	√	√	√	6
Apr 14	√	√	√	√	√	√	6
Apr 27	√	√	√	√	√	√	6
May 11	√	√	√	√	√	√	6
May 20 Special	√	√	√	√	√	√	6
May 25	√	√	√	√	√	√	6
June 8	√	√	√	√	√	√	6
June 22	√	√	√	√	√	√	6
July 16 Special	√	√	√	√	√	√	6
Aug 24	<b>X</b>	√	√	√	√	√	5
Sept 14	√	√	√	√	√	√	6
Sept 28	√	√	√	√	√	√	6
Oct 13	√	√	√	√	√	√	6
Oct 26	√	√	√	√	√	√	6
Nov 9	√	√	√	√	√	√	6
Nov 23	√	√	√	√	√	√	6
Dec 14	<b>X</b>	√	<b>X</b>	√	√	√	4
<b>TOTAL</b>	<b>18/20</b>	<b>20/20</b>	<b>19/20</b>	<b>20/20</b>	<b>19/20</b>	<b>20/20</b>	<b>116/120</b>

## Councillor Committee Appointments

Councillors are appointed to a variety of Committees to advance Council’s agenda and to serve the community.

**Table #2: Council Committee Appointments**

<b>Member of Council</b>	<b>Committee Appointment</b>
Mayor Grace Losier	Beautification Committee Emergency Measures Committee Grants Committee Special Events Committee Summer Stage Committee Town Promotion Committee Economic Development Greater Saint John Fundy Regional Service Commission Regional Oversight Committee Alternate: Greater Saint John Regional Facilities Commission
Deputy Mayor Michael Likely	Emergency Measures Committee Grants Committee Special Events Committee Town Promotion Committee Greater Saint John Regional Facilities Commission Municipal Advisory Corporation New Brunswick Municipal Employees Pension Plan
Councillor Ryan Snodgrass	Emergency Measures Committee Grants Committee Parks & Recreation Comprehensive Master Plan Steering Committee Special Events Committee Summer Stage Committee Town Promotion Committee Union of Municipalities of New Brunswick

Councillor Beverly Day	Age Friendly Committee Emergency Measures Committee Emergency Measures Director Grants Committee Planning Advisory Committee PROKids Special Events Committee Town Promotion Committee
Councillor Stephen Evans	Emergency Measures Committee Grants Committee Special Events Committee Town Promotion Committee
Councillor John Balemans	Emergency Measures Committee Grants Committee River Valley Community Centre Foundation Board of Directors River Valley Seniors Committee Special Events Committee Town Promotion Committee

**Council Remuneration**

Section 49 of the Local Governance Act states that local governments can provide a remuneration and allowances to mayors and councillors. Remuneration, per diems, and expenses for travelling on local government business outside of Grand Bay-Westfield are authorized in #By-law 104 Remuneration of Mayor and Council. Per the Council Bylaw #104 Remuneration of Mayor and Council, members were compensated per Table #3. Annual increases are provided based on the Consumer Price Index of the previous budget year. Expenses are based on receipts for meals, parking, accommodations whereas mileage is a fixed \$0.40/km.

**Table #3: Council Remuneration**

<b>Elected Official</b>	<b>Remuneration &amp; Per Diems</b>	<b>Expenses</b>	<b>Total</b>
Mayor Losier	\$29,616	\$1,102	\$30,718
Deputy Mayor Likely	\$15,224	\$0	\$15,224
Councillor Balemans	\$13,224	\$0	\$13,224
Councillor Day	\$13,224	\$0	\$13,224
Councillor Evans	\$13,224	\$0	\$13,224
Councillor Snodgrass	\$13,224	\$0	\$13,224
<b>Total</b>	<b>\$97,736</b>	<b>\$1,102</b>	<b>\$98,838</b>

## **Community Profile**

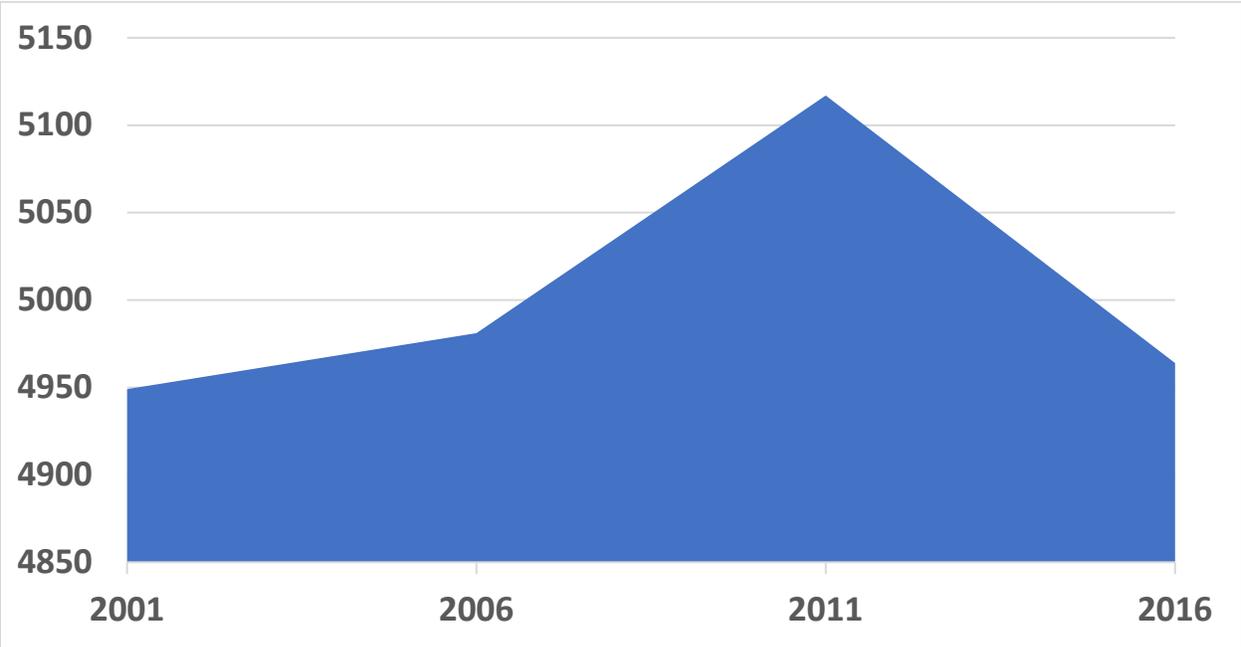
The Town of Grand Bay-Westfield, incorporated in 1998, is comprised of the former Town of Grand Bay and the former Village of Westfield. Grand Bay-Westfield is located in southwestern New Brunswick along the River Valley Scenic Drive running alongside the Saint John River, one of the provincially designated scenic routes, and is home to a community of 4,964 residents according to the 2016 Census.

As the gateway to the Lower St. John River Valley area, Grand Bay-Westfield partners with four other communities to promote the Lower River Passage between Oromocto and Hampton. The Town acts as a service centre to several surrounding small and rural communities.

Grand Bay-Westfield is a contributor to projects which are a result of regional co-operation, such as the Imperial Theatre, TD Station, the Trade and Convention Centre, the Saint John Arts Centre, the Economic Development Greater Saint John Agency, and the Aquatic Centre which are all in close proximity to the community.

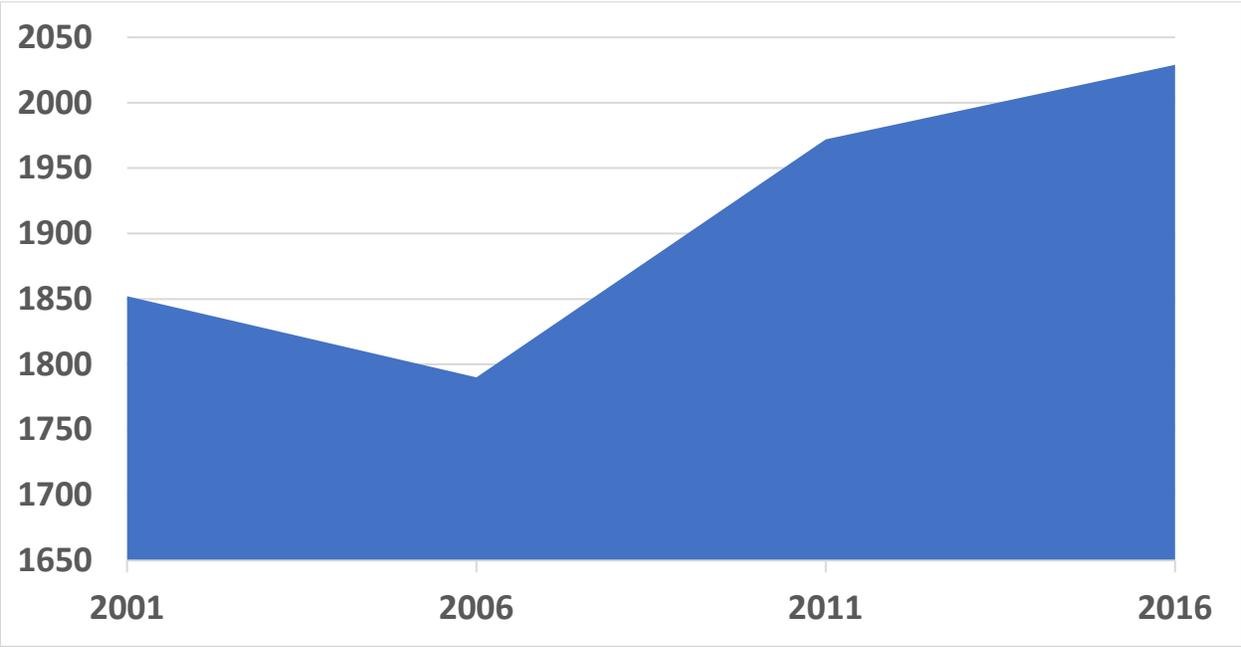
The Town's population has been stagnating despite an increase in housing stock.

**Chart #1: Population Over Time**



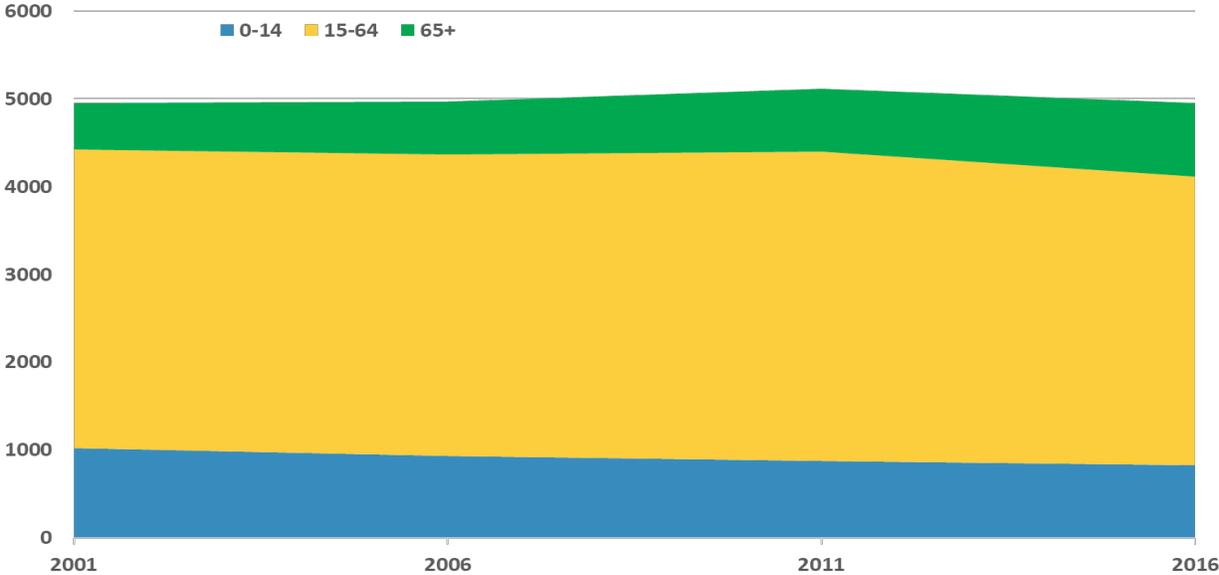
The population eroded between the last two censuses.

**Chart #2: Dwelling Count**



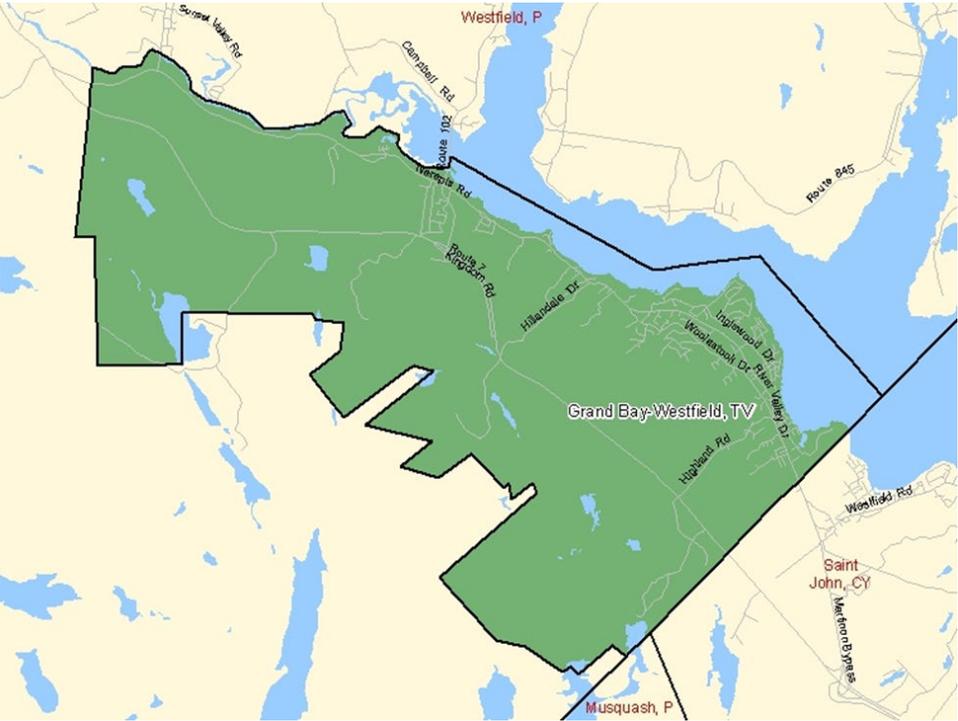
The housing inventory has been slowly increasing.

**Chart #3: Demographics Over Time**



Of concern is the growth population 65 and over with both the Labour Force and 14 and younger shrinking.

**Map #1: Town of Grand Bay-Westfield Boundaries**



The Town of Grand Bay-Westfield is 59.86km<sup>2</sup> with a population density of 85.5 people per km<sup>2</sup>. Contrary to the map, the Town’s boundary does not extend into the river at any point; the Town’s boundary is the river’s shore.

## Amenities

Westfield Landing Public Beach



Westfield Golf & Country Club



Blueberry Hill Nature Preserve



TailWhip Park



River Valley Community Centre Arena



Brundage Point River Centre



Big Paw Little Paw Dog Park



Splash Pad



## Amenities Continued

Tennis/Pickleball Courts



Baseball Fields



Soccer Fields



Unity Park



Basketball Courts



Playgrounds



## **General Operating Budget**

### **Property Tax Rate**

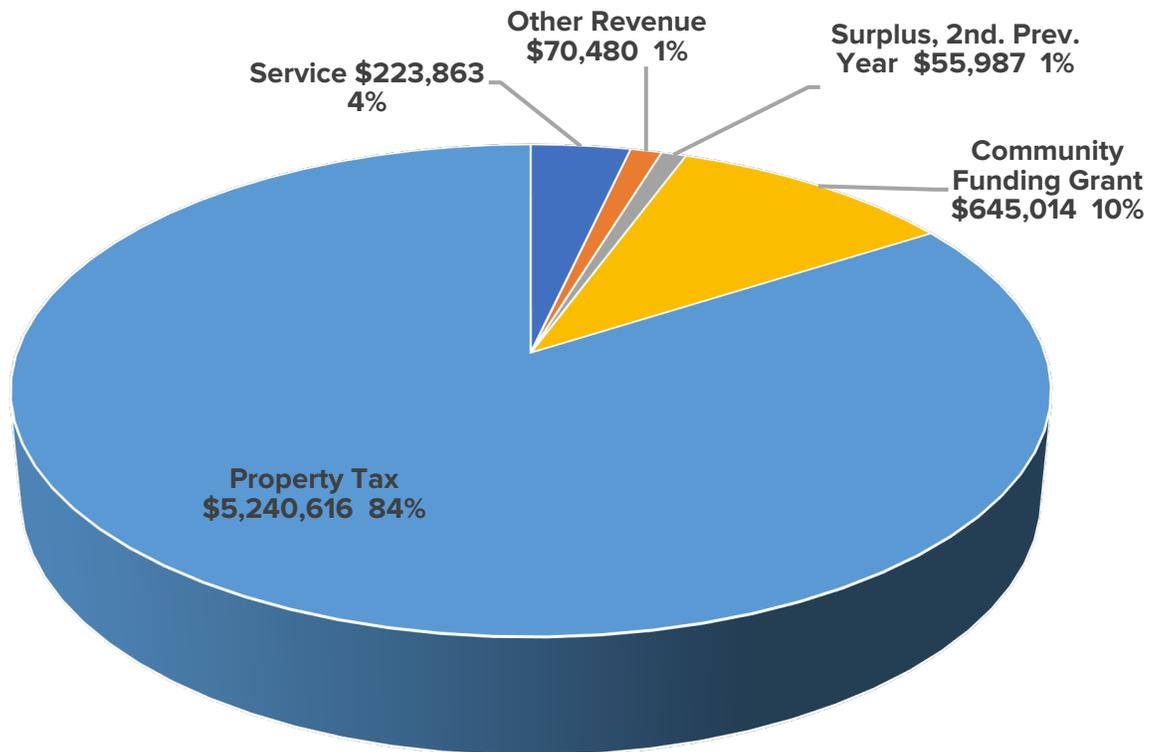
***Table #4: Property Tax Rates***

Assessment Base	\$382,520,300
Town Owner Occupied Tax Rate	\$1.37/\$100 of assessment
Town Commercial Property Tax Rate	\$2.055/\$100 of valuation
Provincial Residential Property Tax Rate	\$1.1233/\$100 of valuation
Provincial Commercial Property Tax Rate	\$2.1860/\$100 of valuation
Town/ Prov. non-home Occupied Tax Rate	\$2.493/\$100 of valuation
Town/Prov. Commercial Property Tax Rate	\$3.556/\$100 of valuation
Provincial Property Tax Administrative Fee	\$0.0194/\$100 of valuation

## **Revenue**

The Town's revenue in 2020 totaled \$6,235,960 with property tax comprising the largest single revenue stream. Noted that approximately 98% of property tax revenue is derived from residential property taxes. The Community Funding Grant has been falling.

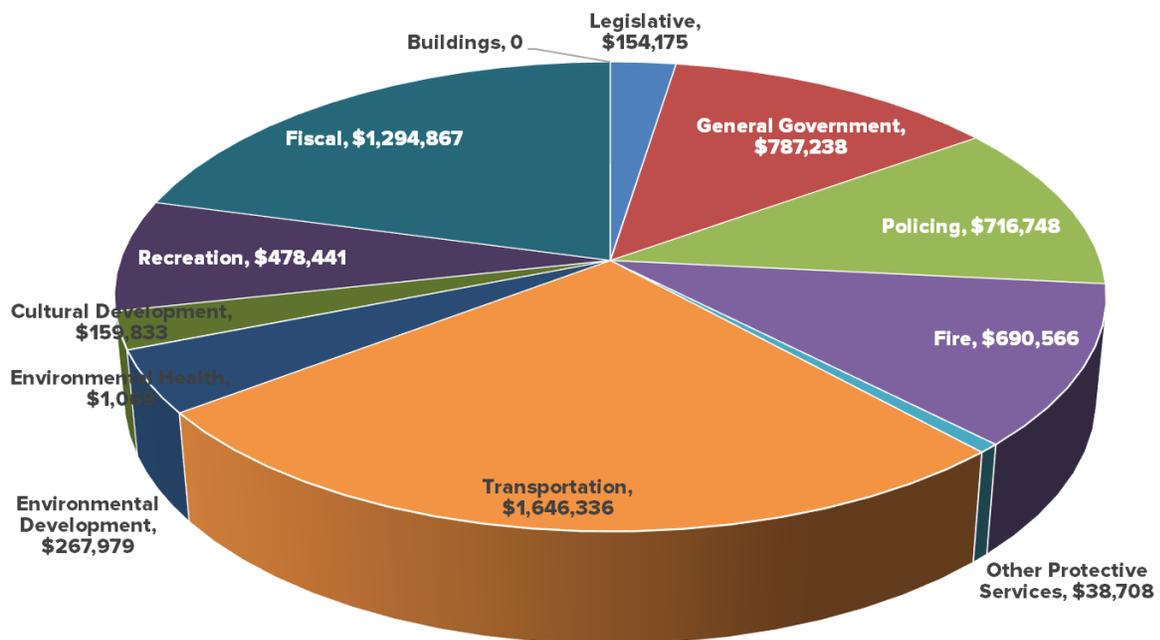
***Chart #4: Revenue by Source***



## Expenses

The approved operating budget in 2020 was \$6,235,960. Actual expenditures for 2019 totaled \$5,954,610. Due to supplementary revenues, the surplus for the year was \$55,987.

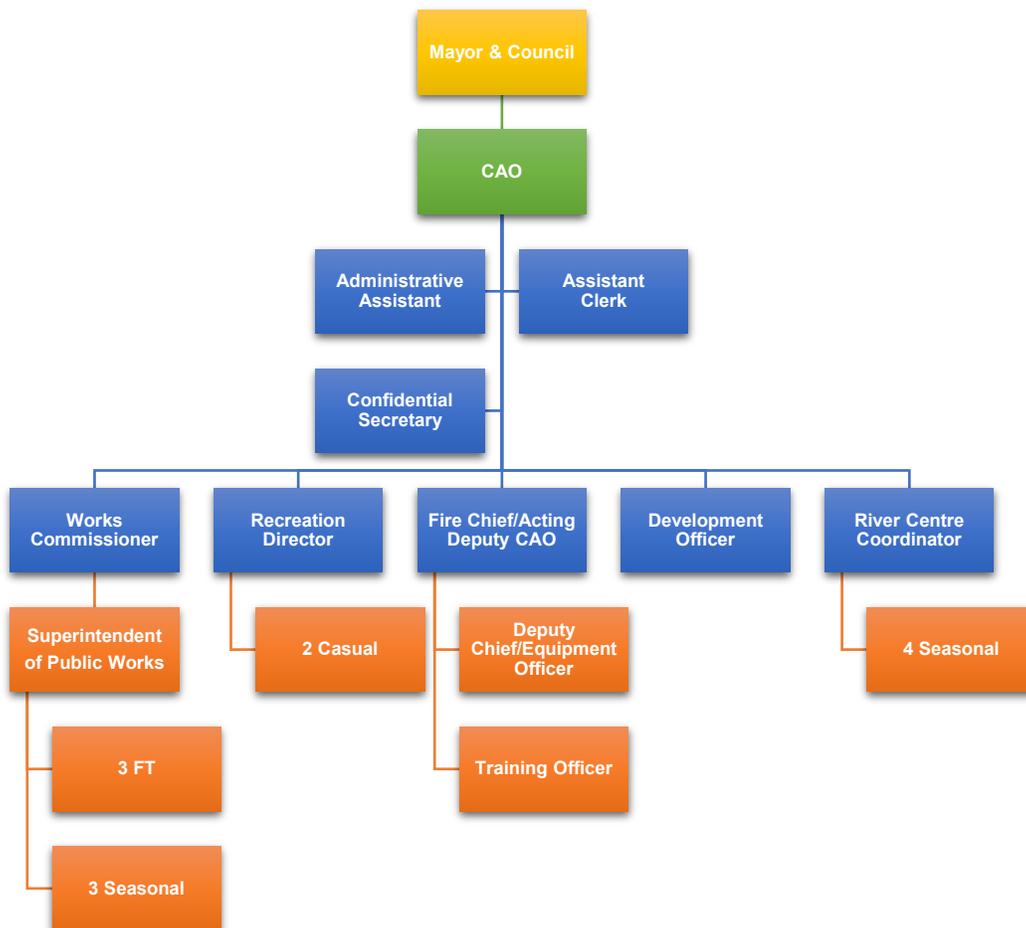
**Chart #5: Expenses by Department**



## Organization

The Town of Grand Bay-Westfield is served by a CAO, who is new in 2020, and five department heads including the Development Officer, Fire Chief, Recreation Director, River Centre Coordinator, and the Works Commissioner. The Department Heads provide leadership over Administrative Services, Environmental Development, Protective Services, Public Works, Recreation and Cultural Services, and Waste Water Services To sustain the ongoing operations of the Town requires 14 full-time employees along with 3 Seasonal Staff in Works who are employed between April and December, 2 casual staff in the Recreation Department, and 4 Summer Seasonal Staff at the River Centre.

**Chart #6: Organizational Chart**



## Community & Regional Relations



Collaborating with its regional neighbours, the Town contributes to the ongoing operations of a number of agencies, boards and commissions.

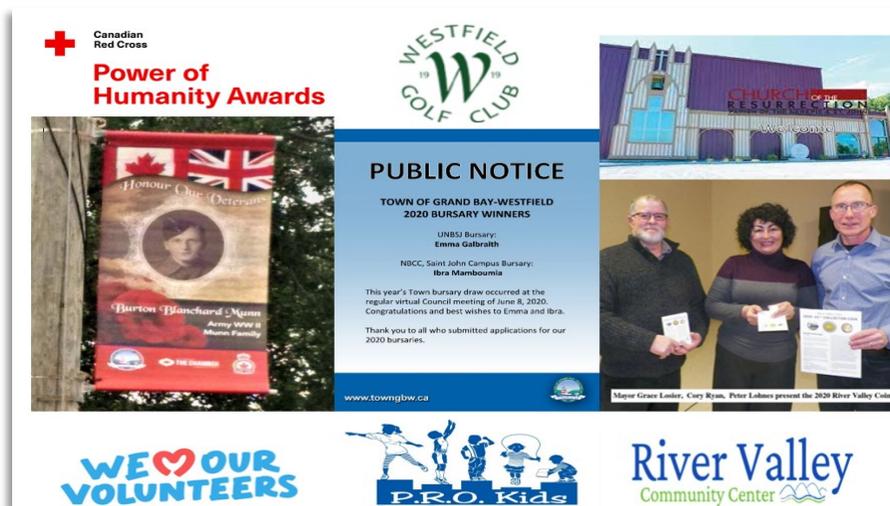
**Table #5: Regional Agencies, Boards & Commissions Contributions**

<b>Regional Agency/Board/Commission</b>	<b>Contribution</b>
Canada Games Aquatic Centre	\$37,023
Economic Development Greater Saint John	\$28,320
Fundy Regional Service Commission	\$1,277
Imperial Theatre	\$19,936
Saint John Arts Centre	\$7,571
Saint John Trade & Convention Centre	\$33,955
TD Station	\$32,041
<b>Total</b>	<b>\$160,123</b>

## Grants

### Social & Environmental Purposes

An important part of the Town's purpose is to foster the economic, social and environmental well-being of the community. The following grants were provided:



**Table #6: Social & Environmental Grants**

Group	Contribution
Canadian Red Cross: Humanity Awards	\$1,000
Church of the Resurrection	\$15,000
Honour Our Veterans	\$1,000
Local Student at New Brunswick Community College	\$500
Local Student at University of New Brunswick	\$500
PROKids	\$2,200
River Valley Coins	\$600
River Valley Community Centre: Bubble Soccer	\$700
River Valley Community Centre Operating Grant	\$100,000
Volunteer Appreciation	\$868
Westfield Golf & Country Club	\$4,000
<b>Total</b>	<b>\$126,368</b>

**Economic Development Activities & Grants**



The primary contribution for economic development was to promote workforce development, business investment, entrepreneur development and economic development.

The Saint John Sculpture Symposium promotes public art through a network of sculptures in other communities resulting in a self-guided tour of public art. Due to COVID-19 Public Health Regulations the five-year symposium has been suspended with the remaining sculpture to be delivered in 2022.



Two grants were dispensed according to the Town’s Commercial Signage Grant Program.

**Table #7: Economic Development Activities and Grants**

Activity	Contribution
Commercial Signage Grant Program	\$1,950
Economic Development Greater Saint John (EDGSJ)	\$28,320
Saint John Sculpture Symposium	\$11,500
<b>Total</b>	<b>\$41,770</b>

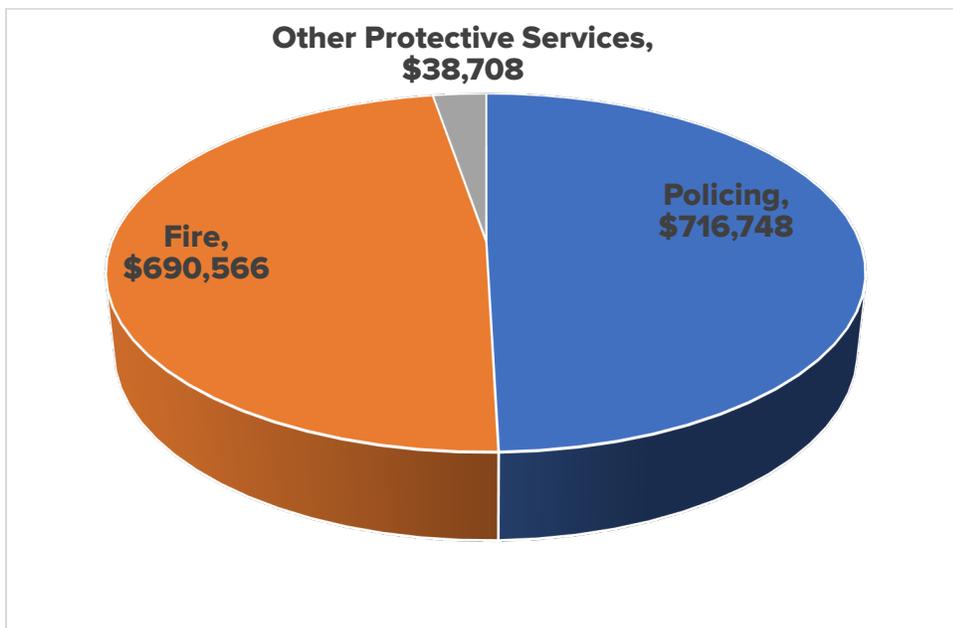
## **Municipal Services**

### **General Government**

A variety of expenditures are captured within the General Government category totaling \$787,238. Expenses covered includes salaries and benefits for Mayor and Council and Council Contingency Fund, Town Administration, Town Manager/CAO, IT, Association dues, insurance, assessment costs, miscellaneous grants, Audit and Solicitor fees, building costs and training.

### **Protective Services**

*Chart #7: Protective Services Expenditure by Category*



### **Policing**



Policing services are provided by the RCMP under contract. the detachment office is located at 21 Chestnut Drive, Grand Bay-Westfield. The RCMP provide the following services:

- Criminal record checks,
- Fingerprints
- General information,
- Non-emergency complaints,
- Outside detachment emergency phone,
- Police certificate,
- Report a crime, and
- vulnerable sector check,

The RCMP office hours are Monday – Friday 8:30 – 12:30, 1:30 – 4:30.

### ***Animal Control Services***

Animal control services are provided on a contract basis by Ann Savoy. Our Big Paw Little Paw Dog Park is located at 319 Highland Road offering a one acre fenced facility for dog owners to enjoy.



### ***Emergency Measures Services***



Emergency Measures Services are provided by the Town Emergency Measures Organization (EMO) comprised of 25 members including volunteers and staff. EMO meets regularly, undertakes appropriate training to responsibly service the community and activates the Town Emergency Operations Centre as deemed advisable. The Emergency Operations Centre is located at 609 River Valley Drive and is equipped for training and emergency operations.

### ***Fire Rescue Services***

Fire-Rescue Services are provided by the Grand Bay-Westfield Volunteer Fire-Rescue Department. Facilities are at 609 River Valley Drive (Station #1), 493 Nerepis Road (Station #2), and 319 Highland Road (Training Facility). Fire-Rescue provides fire prevention, suppression, investigation and non-fire related rescue services to the Town, and the Local Service District of Westfield West, through the services of 45 volunteer firefighters, a full-time Fire Chief, Deputy Fire Chief and Training Officer.



Grand Bay-Westfield Fire-Rescue has a fleet of nine vehicles including:

- 2 fire pumpers,
- 2 fire tankers,
- a Rhino, and
- Rescue Trailer.

The cost of the service is shared across the service area on a proportional basis using the Town and Local Service District tax bases.

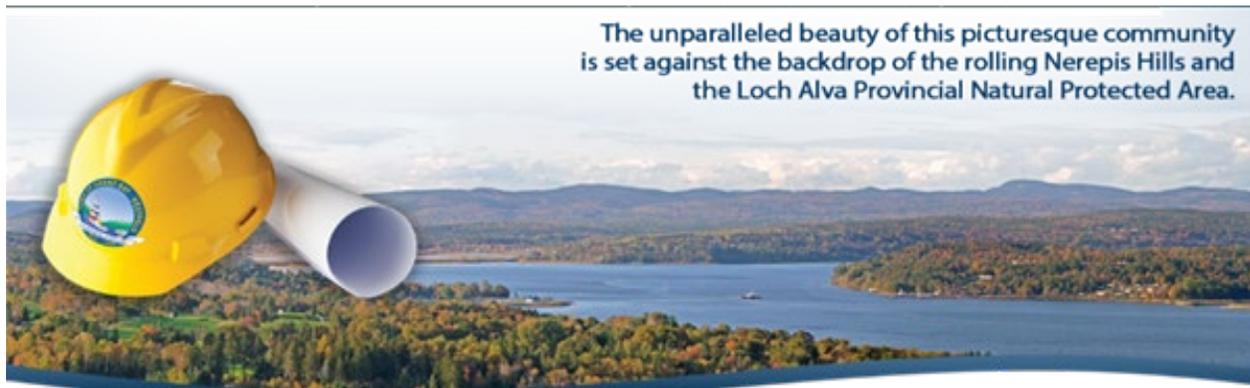
## Environmental Development Services

The Environmental Development Services budget, \$259,568, is composed of a variety of services including: ranging from land use planning to tourism to beautification.

**Table #8: Environmental Development Services Expenditures**

Category	Amount
Land Use Planning	\$136,443
VIC, PAC, Greater SJ Regional Facilities Commission, Economic Development Greater SJ, Beautification,	\$63,566
Miscellaneous Service	\$8,440
<b>Total</b>	<b>\$208,449</b>

The Planning Department examines building plans, issues Building Permits and reviews building activity.



**Table #9: Environmental Development Services Activity and Revenue**

Category	Amount
Building Permits	72
Permit Fees	\$17,907
New Lots via Subdivision	3
PAC Meetings	9
PAC Applications	15

## Environmental Health Services

The budget allocation of \$1,069 is due to the property tax the Town pays for the brownfield site of the decommissioned landfill. Access to environmental health services are located at the Fundy Regional Services Commission at the Crane Mountain Landfill located at 10 Crane Mountain Road on a user pay basis.

## Recreation & Cultural Services

Recreation and Cultural services are delivered through the Recreation Department's Recreation Director and the River Centre Coordinator.

**Table #9: Recreation and Cultural Services Expenses**

<b>Highlighted Expenses</b>	<b>Amount</b>
Staffing (2 FTE, 4 PTE)	\$159,833
River Valley Community Centre	\$100,000
<b>Total</b>	<b>\$638,274</b>

**Table #10: Grants Received**

<b>Grants</b>	<b>Amount</b>
SEED Grant Program	\$9,828
Federal Summer Career Program	\$8,215
<b>Total</b>	<b>\$18,043</b>

## Transportation Service

Total budgeted expenditures for Transportation Services was \$1,646,336.

- Transportation Services are provided by the Town Works Department which incurs expenditures related to public works administration and engineering.
- There are 63.6 kms of roads in the Town, consisting of provincial and municipal roads.
- The Town is responsible for the capital and maintenance costs for the 45.7 kms of Provincially Designated Roads including River Valley Drive/Nerepis Road and Ferry Road.
- Provincial roads are funded through Summer and Winter Maintenance agreements with the Province of New Brunswick.
- Capital improvements to River Valley Drive and Nerepis Road are funded by the Province of New Brunswick as they are classified as designated highways.
- Snow and ice control and major road work are provided on a contract basis by means of public tender.
- The Town Works Department fleet is comprised of a Trackless MT, a Backhoe, Dump trucks, an Asphalt Roller, a 1 Ton Truck, 3 light trucks and trailers.
- Capital highlights include the purchase of a new utility trailer with dump and test well drilling on Highland Road as part of relocating the Works Garage.

**Table #11: Transportation Services Expenses**

<b>Category</b>	<b>Expenses</b>
Administration & Engineering	\$461,825
Equipment	\$41,806
Maintenance: Roads, Streets, Traffic Services	\$324,431
Street lighting	\$110,893
Building Costs	\$33,930
Snow & Ice Control	\$623,553
Street Signs, Culverts, Public Transit, railway crossings	\$49,898
<b>Total</b>	<b>\$1,646,336</b>
<i>Capital</i>	\$928,000

## Fiscal Services

Costs for interest on short and long-term loans, principal repayment of long-term debt, and transfers to reserve funds for future expenditures and capital expenditures totaled \$1,294,867.

- Major projects in 2020 included Road and street improvements,
- TMR Radios,
- Bunker Gear for the Fire Department,
- Sandbagger for the EMO,
- River Centre Deck upgrade,
- Well Testing on Highland Road, and
- Truck Lease Buyouts.

**Table #12: Fiscal Activity**

Category	Expense
Principal Repayments	\$225,188
Interest Payments	\$70,800
Short-term Interest & Bank Service Charges	\$8,879
<b>Total</b>	<b>\$304,867</b>
Capital Expenditure	\$900,000
Transfer to Reserves	\$90,000

**Table #13: General Fund Debt**

Purpose	Year	Amount Borrowed	Term
Recreation: Splash Pad	2018	\$347,000	15 Years
Protective Service: Fire Truck	2014	\$415,000	15 Years
Transportation Services	2013	\$270,000	5 Years
Transportation Services	2013	\$600,000 (Col. Nase Blvd)	15 Years
Recreation, Protective Services, Transportation Services	2012	\$315,000	10 Years
<b>Total</b>		<b>\$1,947,000</b>	

## **Sewerage Utilities**

Administered and maintained through the Works Department, the sewerage system provides wastewater services to 1,776 properties. The total budgeted expenditures was \$497,169.

Consisting of 35.15 km of piping, three lift stations and a 1.15-hectare lagoon, the system complies with provincial and federal regulations.

**Table #14: Expenditures**

<b>Category</b>	<b>Expense</b>
Administration	\$132,165
Maintenance	\$227,161
<b>Total</b>	<b>\$359,326</b>

Per Bylaw #2 the utility is funded by user fees. The total amount of user fees collected was \$480,000 with arrears totaling \$18,691.

## **Fiscal Services**

Total budgeted expenditures of \$137,843 covered costs for interest on short- and long-term loads, principal repayment of long-term debt and transfers to reserves for future expenditures.

**Table #15: Fiscal Activity**

<b>Category</b>	<b>Expense</b>
Principal Repayments	\$100,000
Interest Payments	\$21,748
<b>Total</b>	<b>\$121,748</b>

**Table #16: Wastewater Fund Debt**

<b>Purpose</b>	<b>Year</b>	<b>Amount Borrowed</b>	<b>Term</b>
Environmental Health Services	2017	\$576,000	10 Years
Environmental Health Services	2012	\$200,000	15 Years
Environmental Health Services	2011	\$205,000	10 Years
Environmental Health Services	2009	\$150,000	10 Years
<b>Total</b>		<b>\$1,131,000</b>	

## **Appendices**

### **Audited Financial Statements**

TOWN OF GRAND BAY - WESTFIELD

REPORT AND CONSOLIDATED

FINANCIAL STATEMENTS

DECEMBER 31, 2020

INDEPENDENT AUDITOR'S REPORT

To Her Worship The Mayor and Members of the Council,  
Town of Grand Bay - Westfield

REPORT ON THE AUDIT OF THE CONSOLIDATED FINANCIAL STATEMENTS

**Opinion**

We have audited the accompanying consolidated financial statements of the Town of Grand Bay - Westfield, which comprise the statement of financial position as at December 31, 2020 and December 31, 2019 and the statements of operations and accumulated surplus, change in net financial assets (debt) and cash flows for the years then ended, and a summary of significant accounting policies and other explanatory information.

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of the Town of Grand Bay - Westfield as at December 31, 2020 and December 31, 2019, the results of its operations, change in net financial assets (debt) and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

**Basis for Opinion**

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Consolidated Financial Statements section of our report. We are independent of the entity in accordance with the ethical requirements that are relevant to our audit of these financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these 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 these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

**Auditor's Responsibilities for the Audit of the Consolidated Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's 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 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. We also:

- Identify and assess the risks of material misstatement of the 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 entity'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 entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the 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 the auditor's report. However, future events or conditions may cause the entity to cease to continue as a going concern.

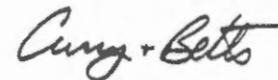
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

- Obtain sufficient appropriate audit evidence regarding the financial information of the entity to express an opinion on the financial statements. We are responsible for the direction, supervision and performance of the audit. We remain solely responsible for our audit opinion.

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.

We also provide those charged with governance with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

Saint John, N.B.  
March 10, 2020



Chartered Professional Accountants

TOWN OF GRAND BAY - WESTFIELD

CONSOLIDATED STATEMENT OF FINANCIAL POSITION  
AS AT DECEMBER 31, 2020

	<u>2020</u>	<u>2019</u>
<b>Financial assets</b>		
Cash - Note 3	\$ 1,876,401	\$ 1,602,774
Accounts receivable		
General	45,724	24,464
Federal government and its agencies - Note 4	105,755	150,407
Province of New Brunswick - Note 5	96,329	464,196
Investment - Note 8	13,764	13,363
	<u>2,137,973</u>	<u>2,255,204</u>
 <b>Liabilities</b>		
Accounts payable	\$ 655,998	\$ 1,129,535
Bank loans	367,778	303,947
Long-term debt - Note 6	3,098,812	3,004,000
Post employment benefits - Note 7	263,200	284,500
Deferred revenue	13,281	11,035
	<u>4,399,069</u>	<u>4,733,017</u>
 Net debt	 (2,261,096)	 (2,477,813)
 <b>Financial Assets</b>		
Tangible capital assets - Note 12	51,084,500	49,879,280
Less accumulated amortization - Note 12	<u>21,966,503</u>	<u>20,669,408</u>
	<u>29,117,997</u>	<u>29,209,872</u>
Inventory of supplies	36,424	68,662
	<u>29,154,421</u>	<u>29,278,534</u>
Accumulated surplus	\$ <u>26,893,325</u>	\$ <u>26,800,721</u>

APPROVED BY:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Town Manager

TOWN OF GRAND BAY - WESTFIELD

CONSOLIDATED STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS  
FOR THE YEAR ENDED DECEMBER 31, 2020

	<u>2020 Budget</u>	<u>2020</u>	<u>2019</u>
Revenue			
Warrant of assessment	\$ 5,240,616	\$ 5,240,616	\$ 5,148,442
Sales of services	215,863	209,994	169,532
Other revenue from own sources	79,880	77,115	100,145
Community funding and equalization grant	645,014	661,712	626,687
Sewerage user fees	469,870	466,396	468,360
Other government transfers	344,901	344,901	915,221
Gain on disposal of tangible capital assets	-	10,986	35,763
	<u>6,996,144</u>	<u>7,011,720</u>	<u>7,464,150</u>
Expenses			
General government services	\$ 1,251,954	\$ 1,169,704	\$ 1,294,159
Protective services	1,629,917	1,620,995	1,606,439
Transportation services	2,639,587	2,564,388	2,939,463
Environmental health services	1,069	1,048	1,048
Recreation and cultural services	581,744	490,705	527,458
Environmental development services	267,979	203,585	251,732
Sewerage collection and disposal	765,402	739,966	738,137
	<u>7,137,652</u>	<u>6,790,391</u>	<u>7,358,436</u>
Accumulated surplus (deficit)	\$ <u>(141,508)</u>	221,329	105,714
Prior period adjustment		(128,725)	-
Accumulated surplus - beginning of year		<u>26,800,721</u>	<u>26,695,007</u>
Accumulated surplus - end of year		<u>\$ 26,893,325</u>	<u>\$ 26,800,721</u>

TOWN OF GRAND BAY - WESTFIELD

CONSOLIDATED STATEMENT OF CHANGES IN NET DEBT  
FOR THE YEAR ENDED DECEMBER 31, 2020

	<u>2020</u>	<u>2019</u>
Annual surplus (deficit)	\$ 221,329	\$ 105,714
Acquisition of tangible capital assets	(1,627,835)	(1,693,393)
Proceeds on disposal of tangible capital assets	10,986	35,763
Prior Period Adjustment - tangible capital asset disposals	(64,247)	-
Amortization of tangible capital assets	1,719,710	1,743,461
Gain on disposal of tangible capital assets	<u>(10,986)</u>	<u>(35,763)</u>
	<u>248,957</u>	<u>155,782</u>
Acquisition of inventories	36,424	111,918
Consumption of inventories	<u>(68,664)</u>	<u>(116,469)</u>
	<u>(32,240)</u>	<u>(4,551)</u>
Decrease in net debt	216,717	151,231
Net debt, beginning of year	<u>(2,477,813)</u>	<u>(2,629,044)</u>
Net debt, end of year	<u>\$ (2,261,096)</u>	<u>\$ (2,477,813)</u>

TOWN OF GRAND BAY - WESTFIELD

CONSOLIDATED STATEMENT OF CASHFLOWS  
FOR THE YEAR ENDED DECEMBER 31, 2020

	<u>2020</u>	<u>2019</u>
Operating transactions:		
Annual surplus	\$ 221,329	\$ 105,714
Non-cash items included on annual surplus	(112,673)	164,578
Amortization of tangible capital assets	1,719,710	1,743,461
Gain on disposal of capital assets	(10,986)	(35,763)
Change in accrued pension liability	<u>(21,300)</u>	<u>21,000</u>
Cash provided by operations	<u>1,796,080</u>	<u>1,998,990</u>
Capital transactions:		
Acquisition of capital assets	(1,627,835)	(1,693,393)
Prior Period Adjustment - tangible capital asset disposals	(64,247)	-
Proceeds on disposal of capital assets	<u>10,986</u>	<u>35,763</u>
Cash used in capital transactions	<u>(1,681,096)</u>	<u>(1,657,630)</u>
Financing transactions:		
Long-term debt issues	483,831	-
Long-term debt retirement	<u>(325,188)</u>	<u>(184,598)</u>
Cash provided by financing transactions	<u>158,643</u>	<u>(184,598)</u>
Increase in cash and cash equivalents	273,627	156,762
Cash and cash equivalents, beginning of year	<u>1,602,774</u>	<u>1,446,012</u>
Cash and cash equivalents, end of year	<u>\$ 1,876,401</u>	<u>\$ 1,602,774</u>

TOWN OF GRAND BAY - WESTFIELD

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2020

1. Purpose of the Organization

The Municipality was incorporated as town by the Province of New Brunswick Municipalities Act on January 1, 1998. As a municipality, the Town of Grand Bay-Westfield is exempt from income tax under section 149(1)(c) of the Canadian Income Tax Act. The municipality has the following vision statement, "To be an efficient, effective and flexible organization responsible for the overall good of the community, enhancing quality of life by being sensitive to community needs in an ever-changing and complex environment."

2. Summary of Significant Accounting Policies

The consolidated financial statements of the Town of Grand Bay-Westfield have been prepared in accordance with Canadian generally accepted accounting principles for local governments, as recommended by the Public Sector Accounting Board of the Canadian Institute of Chartered Professional Accountants.

The Town adopted Public Sector Accounting standards as of January 1, 2011.

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

Reporting Entity

The consolidated financial statements reflect the assets, liabilities, revenues, expenditures and changes in net debt and cashflows of the reporting entity. The reporting entity is comprised of all organizations and enterprises accountable for the administration of their affairs and resources to the Town and which are owned or controlled by the Town.

Budget

The budget figures contained in these financial statements were approved by Council on December 10, 2018 and the Minister of Local Government on December 18, 2018.

Revenue Recognition

Revenues are recognized on the accrual basis and measurable as they are earned. Revenue received prior to being earned is recorded as deferred revenue until such time as the revenue is earned.

Expenditure Recognition

Expenditures are recorded on an accrual basis as they are incurred and are measurable based on receipt of goods and services and obligation to pay. Outstanding commitments for goods and services relating to the current year are accrued at the balance sheet date.

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.

TOWN OF GRAND BAY - WESTFIELD

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2020

2. Summary of Significant Accounting Policies (Cont'd)

Financial Instruments

The Town's financial instruments consist of cash, accounts receivable, bank loans, accounts payable and long-term debt. Unless otherwise noted, it is management's opinion that the Town is not exposed to significant interest, currency or credit risk arising from those financial instruments. The fair value of these financial instruments approximates their carrying values, unless otherwise noted.

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

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.

Inventory of supplies

Inventory of supplies is valued at the lower of cost and net replacement cost with cost being determined on the first-in, first out basis.

Tangible Capital Assets

Effective January 1, 2011, the Town adopted the provisions of PSA section 3150 Tangible Capital Assets. Tangible capital assets are recorded at cost which includes all amounts 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:

Land improvements	5-25 years
Buildings	25-40 years
Vehicles	3-5 years
Machinery and equipment	5-10 years
Heavy equipment	10-15 years
Computer hardware, software and communication equipment	3-5 years
Furniture and fixtures	3-5 years
Road surface	15-20 years
Road grade	30 years
Sidewalks and curbs	15 years
Water and wastewater networks	40-100 years

Assets under construction are not amortized until the asset is available for use.

Segmented Information

The Town of Grand Bay-Westfield is a diversified municipal unit that provides a wide range of services to its residents. For management reporting purposes, the Town'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 the special regulations, restrictions or limitations. Municipal services are provided by departments as follows:

TOWN OF GRAND BAY - WESTFIELD

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2020

2. Summary of Significant Accounting Policies (Cont'd)

Segmented Information (Cont'd)

General Government Services

This department is responsible for the overall governance and financial administration of the Town. This includes council functions and general and financial management.

Protective Services

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

Transportation Services

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

Environmental Development Services

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

Recreation and Culture

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

Wastewater Systems

This department is responsible for the provision of wastewater services within the municipality including the maintenance and operation of the underground networks, treatment plants, reservoirs and lagoons.

Post-Employment Benefits

The Town recognizes its obligations under post employment benefit plans and the related cost, net of plan assets. The Town has a defined benefit pension plan as documented in Note 7.

3. Cash and cash equivalents

	<u>2020</u>	<u>2019</u>
Cash - unrestricted	\$ 476,335	\$ 534,973
Cash - restricted	<u>1,400,066</u>	<u>1,067,801</u>
	<u>\$ 1,876,401</u>	<u>\$ 1,602,774</u>

4. Due from Federal Government and Agencies

	<u>2020</u>	<u>2019</u>
Canada Revenue Agency (HST refund)	<u>\$ 105,755</u>	<u>\$ 150,407</u>

TOWN OF GRAND BAY - WESTFIELD

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2020

5. Due from Province of New Brunswick

	<u>2020</u>	<u>2019</u>
Designated Highway Program	\$ -	\$ 194,817
Disaster Funding	<u>96,329</u>	<u>269,379</u>
	<u>\$ 96,329</u>	<u>\$ 464,196</u>

6. Long-Term Debt

New Brunswick Municipal Financing Corporation

	<u>2020</u>	<u>2019</u>
Debtures:		
1.95%-2.80% series, due 2034	\$ 166,000	\$ 184,000
1.50%-4.55% series, due 2020	-	146,000
1.20%-2.70% series, due 2027	414,000	469,000
0.90%-1.50% series, due 2025	124,000	-
1.65%-4.25% series, due 2021	93,000	107,000
1.65%-3.780% series, due 2027	104,000	117,000
1.35%-3.55% series, due 2027	196,000	221,000
1.35% - 3.70% series, due 2028	351,000	389,000
1.20% - 3.50% series, due 2029	267,000	293,000
2.55% - 3.55% series, due 2033	309,000	328,000
0.50% - 2.33% series, due 2035	420,000	-
<u>CMHC</u>		
3.92%, due 2026	<u>654,812</u>	<u>750,000</u>
	<u>\$ 3,098,812</u>	<u>\$ 3,004,000</u>

Principal payments required during the next five years are as follows:

2021	\$	439,919
2022		355,797
2023		367,827
2024		377,014
2025		375,366
Thereafter		<u>1,182,889</u>
	\$	<u>3,098,812</u>

TOWN OF GRAND BAY - WESTFIELD

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2020

7. Post-Employment Benefits Payable

Defined Benefit Pension Plan

The Town and its' employees participate in the New Brunswick Municipal Employees Pension Plan (NB MEPP). The NB MEPP is a multiple-employer defined benefit pension plan administered by a board elected by the members under the provisions of the Municipalities Act of New Brunswick. The NB MEPP provides pensions based on length of service and best average earnings.

Actuarial valuations for funding purposes are performed either annually or triennially depending on the financial position of the NB MEPP. In turn, the actuarial valuations for accounting purposes are based on these figures (with adjustments). The most recent actuarial valuation was prepared as at December 31, 2018 and resulted in an overall NB MEPP accrued benefit obligation of \$125,249,500 based in the accounting basis.

The actuarial valuation for accounting purposes was based on a number of assumptions about future events such as inflation rates, interest rates, wage and salary increases and employee turnover and mortality. The assumptions used reflect management's best estimates. The following summarizes the major assumptions in the valuation as at December 31, 2019:

- the expected inflation rate is 2.10%
- the discount rate used to determine the accrued benefit obligation is 5.75%
- the expected rate of return on assets is 5.75%
- retirement age varies by age and employment category
- estimated average remaining service life is 14.0 years

The actuarial valuation prepared as at December 31, 2018 indicated that the market value of the of the net assets available for the accumulated pan benefits were less then the present value of these benefits. The pension plan has been granted a solvency deficiency exemption by the Province of New Brunswick. On a going concern valuation basis, the actuarial valuation indicated a plan deficit of \$7,538,000, a change of \$7,581,100 from December 31, 2017 surplus of \$43,100. Based on the assumptions as at December 31, 2018, the actuary expected the level of employer and employee contributions to be sufficient to fund the current service cost and going concern special payments, as allowed by the Pensions Benefit Act.

As at December 31, 2018 the NB MEPP provides benefits for 258 retirees. Total benefit payments to retirees and terminating employees during 2020 are estimated to be approximately \$4,313,800 in totality for NB MEPP (actual 2019, \$5,759,400) in totality for the NB MEPP.

Employees make contributions using rates that vary by earnings level and employment category, with an overall average contribution rate of approximately 8.00%. Each municipality contributes an amount that equals their employees' contribution amounts. Pension Fund Assets are invested in Short-Term Securities, Bonds, Canadian Equities and Foreign Equities. Combined employees' and municipalities contributions for 2020 are estimated to be approximately \$6,940,000 (2019 actual, \$6,775,300) in totality for the NB MEPP.

The following summarizes the data as it relates to the Town of Grand Bay Westfield:

The average age of the 16 active employees covered by the NB MEPP is 53.6 (as at December 31, 2018)  
Benefit payments were \$117,200 in 2019 and were estimated to be \$117,200 in 2020  
Combined Contributions were \$140,400 in 2019 and were estimated to be \$144,600 in 2020.

To determine the position of the NB MEPP as it relates to the Town of Grand Bay-Westfield as at December 31, 2018 and December 31, 2019, NB MEPP's actuary performed an extrapolation of the December 31, 2019 accounting valuation to determine the estimated position as at December 31, 2020. The extrapolation assumptions used as at December 31, 2020 remain unchanged from December 31, 2019. The extrapolation also assumes assets return 5.75% net of all fees and expenses. If experience is different than assumed, amounts will be adjusted to reflect actual experience. Results of the extrapolation are as follows:

TOWN OF GRAND BAY - WESTFIELD

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2020

7. Post Employment Benefits Payable (cont'd)

Accrued Benefit Liability	Estimated Jan 1 - Dec 31, 2020	Actual Jan 1 - Dec 31, 2019
Accrued benefit liability, beginning	\$ 296,500	\$ 259,200
Pension expense for the year	51,000	107,500
Less employer contributions	<u>(72,300)</u>	<u>(70,200)</u>
Accrued benefit liability, ending	<u>\$ 275,200</u>	<u>\$ 296,500</u>

These amounts are included in the Post-Employment Benefits Payable on the Consolidated Statement of Financial Position.

8. Investment

	<u>2020</u>	<u>2019</u>
Saint John Community Fund interest at 3%, due March 2022.	<u>\$ 13,764</u>	<u>\$ 13,363</u>

9. Contingencies

In the normal course of operations, the Town becomes involved in various claims and legal proceedings. While the final outcome with respect to claims and legal proceedings pending at December 31, 2020 cannot be predicted with certainty, it is the opinion of management and council that resolution of these matters will not have a material adverse effect as the Town maintains insurance coverage in amounts considered appropriate.

10. Water and Sewer Fund Surplus

	<u>2020</u>	<u>2019</u>
2020 Surplus	\$ 21,421	\$ -
2019 Surplus	15,480	10,480
2018 Surplus	<u>-</u>	<u>30,899</u>
	<u>\$ 36,901</u>	<u>\$ 41,379</u>

11. Short-term borrowings compliance

*Interim borrowing for capital*

The Municipality has arranged a revolving operating facility bearing interest at prime less 0.25% for the General Operating Fund and Sewerage Operating Fund. The facility is intended for interim financing for capital expenditures. As at December 31, 2020 this facility has not been used.

The Municipality has ministerial authority for short-term borrowings as follows:

Sewerage Capital Fund, M.O. # 15-0082	<u>\$ 425,000</u>
Sewerage Capital Fund, M.O. # 19-0009	<u>\$ 135,000</u>

11. Short-term borrowings compliance (Cont'd)

*Operating borrowing*

As prescribed in the Local Governance Act, borrowing to finance General Fund operations is limited to 4% of the Municipality's operating budget or \$15,000 - whichever is greater. Borrowing to finance Sewerage Fund operations is limited to 50% of the operating budget.

In 2020, the Municipality has complied with these restrictions for all borrowing.

*Inter-fund borrowing*

The Municipal Financial Reporting Manual requires that short-term inter-fund borrowings be repaid in the next year unless the borrowing is for a capital project.

The amounts payable between Funds are in compliance with the requirements.

TOWN OF GRAND BAY - WESTFIELD  
 NOTES TO FINANCIAL STATEMENTS  
 DECEMBER 31, 2020

12. Schedule of Tangible Capital Assets

	Land	Land improvements	Building and leasehold improvements	Vehicles	Machinery and Equipment	Assets Under Construction	Infrastructure			2020 Total	2019 Total
							Roads and streets	Treatment facilities	Water and sewer		
<b>COST</b>											
Balance, beginning of year	\$ 2,243,358	3,648,200	3,397,315	294,158	3,276,738	85,691	19,472,766	2,909,438	14,551,616	49,879,280	\$ 48,682,503
Add:											
Net additions during the year	9,946	-	21,326	72,111	514,735	157,175	517,787	60,933	273,822	1,627,835	1,857,167
Less:											
Disposals during the year	-	-	-	-	(309,175)	-	(113,440)	-	-	(422,615)	(660,390)
Balance, end of year	<u>2,253,304</u>	<u>3,648,200</u>	<u>3,418,641</u>	<u>366,269</u>	<u>3,482,298</u>	<u>242,866</u>	<u>19,877,113</u>	<u>2,970,371</u>	<u>14,825,438</u>	<u>51,084,500</u>	<u>49,879,280</u>
<b>ACCUMULATED AMORTIZATION</b>											
Balance, beginning of year	-	1,553,501	1,696,656	93,801	1,998,365	-	10,067,956	883,138	4,375,991	20,669,408	19,422,565
Add:											
Amortization during the year	-	160,652	68,647	61,423	253,069	-	860,285	60,254	255,380	1,719,710	1,743,461
Less:											
Accumulated amortization on disposals	-	-	-	-	(309,175)	-	(113,440)	-	-	(422,615)	(496,618)
Balance, end of year	<u>-</u>	<u>1,714,153</u>	<u>1,765,303</u>	<u>155,224</u>	<u>1,942,259</u>	<u>-</u>	<u>10,814,801</u>	<u>943,392</u>	<u>4,631,371</u>	<u>21,966,503</u>	<u>20,669,408</u>
<b>NET BOOK VALUE</b>	<u>\$ 2,253,304</u>	<u>\$ 1,934,047</u>	<u>\$ 1,653,338</u>	<u>\$ 211,045</u>	<u>\$ 1,540,039</u>	<u>\$ 242,866</u>	<u>\$ 9,062,312</u>	<u>\$ 2,026,979</u>	<u>\$ 10,194,067</u>	<u>\$ 29,117,997</u>	<u>\$ 29,209,872</u>
Consists of:											
General Fund Assets	\$ 2,171,487	\$ 1,918,523	\$ 1,648,623	\$ 211,045	\$ 1,394,369	\$ 242,866	\$ 9,062,312	\$ -	\$ -	\$ 16,649,225	\$ 16,760,221
Water & Sewerage Fund Assets	81,817	15,524	4,715	-	145,670	-	-	2,026,979	10,194,067	12,468,772	12,449,651
	<u>\$ 2,253,304</u>	<u>\$ 1,934,047</u>	<u>\$ 1,653,338</u>	<u>\$ 211,045</u>	<u>\$ 1,540,039</u>	<u>\$ 242,866</u>	<u>\$ 9,062,312</u>	<u>\$ 2,026,979</u>	<u>\$ 10,194,067</u>	<u>\$ 29,117,997</u>	<u>\$ 29,209,872</u>

13. Schedule of Segment Disclosure

	General	Protective	Transportation	Environmental Health	Environmental development	Recreation and culture	Water and sewer	2020 Consolidated	2019 Consolidated
<b>Revenues</b>									
Warrant of assessment	\$ 1,176,572	\$ 1,539,270	\$ 1,752,502	\$ 1,138	\$ 266,152	\$ 504,982	\$ -	\$ 5,240,616	\$ 5,148,442
Sales of services	-	199,363	-	-	-	10,631	-	209,994	169,532
Other revenue from own sources	63,518	-	10,986	-	-	-	-	74,504	101,490
Community Funding and Equalization Grant	148,561	194,358	221,282	144	33,606	63,762	-	661,712	626,687
Third party contributions	-	-	-	-	-	-	-	-	6,000
Sewerage user fees	-	-	-	-	-	-	466,396	466,396	468,360
Interest	11,662	-	-	-	-	-	1,935	13,597	28,418
Other government transfers	-	-	344,901	-	-	-	-	344,901	915,221
	<u>1,400,313</u>	<u>1,932,990</u>	<u>2,329,671</u>	<u>1,282</u>	<u>299,758</u>	<u>579,376</u>	<u>468,331</u>	<u>7,011,720</u>	<u>7,464,150</u>
<b>Expenses</b>									
Salaries and benefits	397,544	439,402	443,776	-	96,853	96,819	133,979	1,608,373	1,639,557
Goods and services	566,482	937,694	1,095,713	1,048	106,732	229,354	206,673	3,143,696	3,537,107
Amortization	66,979	183,896	993,250	-	-	107,353	368,233	1,719,711	1,743,460
Interest	80,434	-	-	-	-	-	31,081	111,515	120,231
Other	58,265	60,003	31,649	-	-	57,179	-	207,096	318,081
	<u>1,169,704</u>	<u>1,620,995</u>	<u>2,564,388</u>	<u>1,048</u>	<u>203,585</u>	<u>490,705</u>	<u>739,966</u>	<u>6,790,391</u>	<u>7,358,436</u>
<b>Surplus (deficit) for the year</b>	<u>\$ 230,609</u>	<u>\$ 311,995</u>	<u>\$ (234,717)</u>	<u>\$ 234</u>	<u>\$ 96,173</u>	<u>\$ 88,671</u>	<u>\$ (271,635)</u>	<u>\$ 221,329</u>	<u>\$ 105,714</u>

## NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2020

## 14. Reconciliation of Annual Surplus

	General Operating Fund	General Capital Fund	Sewerage Operating Fund	Sewerage Capital Fund	General Operating Reserve Fund	General Capital Reserve Fund	Sewerage Capital Reserve Fund	Land for Public Purpose Reserve Fund	Total
<b>2020 annual surplus (deficit)</b>	1,488,020	(1,058,932)	95,522	(315,634)	-	5,920	1,051	5,382	221,329
<b>Adjustment to annual surplus (deficit) for funding requirements</b>									
Second previous year's surplus	55,987	-	25,899	-	-	-	-	-	81,886
Transfers between funds									
Transfer from General Operating Fund to General Capital Fund	(762,803)	762,803	-	-	-	-	-	-	-
Transfer from General Operating Fund to General Capital Reserve Fund	(100,130)	100,130	-	-	-	-	-	-	-
Transfer from General Capital Reserve Fund to General Operating Fund	100,130	-	-	-	-	(100,130)	-	-	-
Transfer from General Operating Fund to General Operating Reserve Fund	(150,000)	-	-	-	150,000	-	-	-	-
Transfer from General Operating Fund to General Capital Reserve Fund	(270,000)	-	-	-	-	270,000	-	-	-
Long-term debt principal repayment	-	-	(100,000)	100,000	-	-	-	-	-
Long-term debt principal repayment	(225,188)	225,188	-	-	-	-	-	-	-
Decrease in pension plan liability	(21,300)	-	-	-	-	-	-	-	(21,300)
Proceeds from disposal of tangible capital assets	10,986	-	-	-	-	-	-	-	10,986
Gain on disposal of tangible capital assets	(10,986)	-	-	-	-	-	-	-	(10,986)
Disposal of tangible assets	-	(422,615)	-	-	-	-	-	-	(422,615)
Amortization expense	-	1,404,076	-	315,634	-	-	-	-	1,719,710
<b>Total adjustments to 2020 annual surplus (deficit)</b>	<b>(1,373,304)</b>	<b>2,069,582</b>	<b>(74,101)</b>	<b>415,634</b>	<b>150,000</b>	<b>169,870</b>	<b>-</b>	<b>-</b>	<b>1,357,681</b>
<b>2020 annual surplus</b>	<b>114,716</b>	<b>1,010,650</b>	<b>21,421</b>	<b>100,000</b>	<b>150,000</b>	<b>175,790</b>	<b>1,051</b>	<b>5,382</b>	<b>1,579,010</b>

## NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2020

## 15. Statement of Reserves

	General Capital Reserve Fund	General Operating Reserve Fund	Utility Capital Reserve Fund	Land for Public Purpose Reserve Fund	2020	2019
<b>Assets</b>						
Cash	967,854	270,000	156,830	5,382	1,400,066	1,067,801
<b>Accumulated Surplus</b>	967,854	270,000	156,830	5,382	1,400,066	1,067,801
<b>Revenue</b>						
Interest	5,920	-	1,076	-	6,996	13,893
Transfers from General and Sewerage Operating Funds	270,000	150,000	-	-	420,000	125,000
Other funds received	-	-	-	5,382	5,382	-
	275,920	150,000	1,076	5,382	432,378	138,893
<b>Expenditures</b>						
Interest and bank charges	-	-	25	-	25	100
Transfers to General and Sewerage Capital Funds	100,130	-	-	-	100,130	180,166
	100,130	-	25	-	100,155	180,266
<b>Annual Surplus</b>	175,790	150,000	1,051	5,382	332,223	(41,373)

Councillor Day moved Second Reading by Title of Draft Zoning By-law No. 122.

Seconded by Councillor Evans. Carried.\*

Draft Zoning By-law# 122 was Read by Title.

6. PUBLIC PRESENTATIONS

None

7. MINUTES

7.1 MINUTES OF REGULAR COUNCIL MEETING OF JULY 27, 2020

Councillor Day moved to adopt the minutes of the Regular Council Meeting of July 27, 2020 as presented.

Seconded by Councillor Evans. Carried.\*

7.2 EMAIL POLL OF JULY 30, 2020 RE: TRANSFERS FROM THE GENERAL CAPITAL RESERVE FUND TO BUY OUT THE 2017 FORD EXPLORER AND PURCHASE 2020 PUMPER TANKER

Councillor Snodgrass moved to transfer \$19,807.42 from the General Capital Reserve Fund to the General Revenue Operating Fund regarding lease buyout of a 2017 Ford Explorer SUV Fire Vehicle and further moved to transfer \$30,027.25 from the General Capital Reserve Fund to the General Revenue Operating regarding the purchase of the Carl Thibault 2020 Pumper Tanker.

Seconded by Councillor Day. Carried.\*

7.3 EMAIL POLL OF JULY 30, 2020 TO APPOINT TOWN CHIEF ADMINISTRATIVE OFFICER SIGNING AUTHORITY ON ALL BANKING AND OTHER DOCUMENTS ON BEHALF OF THE TOWN

TOWN OF GRAND BAY-WESTFIELD  
EMAIL POLL  
FEBRUARY 4, 2020

... move to authorize Staff to purchase a 2019 Dodge Ram 1500 for \$55,562.78, applicable taxes and fees included from Dobson Chrysler Dodge and further to transfer \$50,295.62 from the General Capital Reserve Fund to the General Operating Fund for the purchase of a shared vehicle – 2019 Dodge Ram 1500 ...

Mayor Losier	Yes
Deputy Mayor Likely	Yes
Councillor Balemans	Yes
Councillor Day	Yes
Councillor Evans	Yes
Councillor Snodgrass	Yes

Respectfully submitted,

Sandra Gautreau  
Town Manager

/SG

Attachments (1)

7.4 EMAIL POLL OF FEBRUARY 4, 2020 RE: PURCHASE OF 2019 DODGE RAM FOR RECREATION AND FIRE DEPARTMENTS TO BE SHARED

Councillor Snodgrass moved to ratify the Email Poll of February 4, 2020 Re: Purchase of 2019 Dodge Ram for the Recreation and Fire Departments shared use.

Seconded by Councillor Day. Carried.

8. BILLS FOR PAYMENT

Councillor Day moved to pay Bills for Payment as presented for \$32,797.50 and Bills for Ratification for \$287,618.97 for a grand total of \$320,416.47.

Seconded by Councillor Snodgrass. Carried.

9. CONSENT AGENDA

- a) GRAND BAY-WESTFIELD VOLUNTEER FIRE/RESCUE DEPARTMENT REPORT FOR JANUARY 2020
- b) BUILDING INSPECTOR'S REPORT FOR JANUARY 2020
- c) DOG CONTROL REPORT FOR JANUARY 2020
- d) RECREATION DEPARTMENT REPORT FOR JANUARY 2020
- e) WORKS DEPARTMENT REPORT FOR JANUARY 2020
- f) RIVER CENTRE COORDINATOR'S REPORT FOR JANUARY 2020

Councillor Snodgrass moved to receive and file the following Consent Agenda Items:

- a) Grand Bay-Westfield Volunteer Fire/Rescue Department Report for January 2020
- b) Building Inspector's Report for January 2020
- c) Dog Control Report for January 2020
- d) Recreation Department Report for January 2020
- e) Works Department Report for January 2020
- f) River Centre Coordinator's Report for January 2020.

Seconded by Deputy Mayor Likely. Carried.



TOWN OF Grand Bay-Westfield - REGULAR COUNCIL MEETING  
Monday, December 14, 2020

Page 6 of 9

THAT the Council of the Town of Grand Bay-Westfield donate \$5,000 to the Westfield School All Inclusive Playground Project.

Motioned by: Councillor Snodgrass

Seconded by: Councillor Evans

Decision: Carried\*

**15.8 Storm Sewer and Street Improvements 2021 Work**

THAT the Council of the Town of Grand Bay-Westfield proceed with the Agreement for Professional Services from Dillon Consulting Ltd. for Storm Sewer and Street Improvements for 2021 Work for a fee of \$76,500.

Motioned by: Councillor Snodgrass

Seconded by: Councillor Evans

Decision: Carried\*

**15.9 MOU Short Term Funding for REDAGSJ**

THAT the Council of the Town of Grand Bay-Westfield approve funding in the amount of \$9,000, it is further understood and agreed that these funds will be considered as an advance credited against any funding due and payable from Grand Bay-Westfield in 2021 resulting from the adoption of a formal funding agreement for REDAGSJ.

Motioned by: Councillor Evans

Seconded by: Councillor Snodgrass

Decision: Carried\*

**15.10 Transfer to Reserves**

THAT the Council of the Town of Grand Bay-Westfield approve to transfer \$150,000 from the General Revenue Operating Fund to the General Revenue Operating Reserve Fund and further moved to transfer \$270,000 from General Revenue Operating Fund to the General Revenue Capital Reserve Fund.

Motioned by: Councillor Evans

Seconded by: Councillor Snodgrass

Decision: Carried\*

**15.11 Cyber Insurance – 2021 New**

THAT the Council of the Town of Grand Bay-Westfield authorize the CAO to purchase Cyber Insurance through Hub International for a sum not to exceed \$4,300.

Motioned by: Councillor Evans

Seconded by: Councillor Snodgrass

Decision: Carried\*

# Town of Grand Bay-Westfield

609 River Valley Drive • P.O. Box 3001 • Grand Bay-Westfield, N.B. • E5K 4V3  
Tel: (506) 738-6420 • Fax: (506) 738-6424 • john@towngbw.ca

December 23, 2020

Scotiabank  
Halifax Branch

Fax # 1-877-909-7038

Please Transfer the following:

From      General Operating                      60764 00099 11      \$150,000.00

To            General Operating Reserve      33993 02294 15      \$ 150,000.00



Grace Losier, Mayor



John Enns-Wind, CAO

Transfer to Operating Reserve per Council Motion 12/14/20

# Town of Grand Bay-Westfield

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Tel: (506) 738-6420 • Fax: (506) 738-6424 • john@towngbw.ca

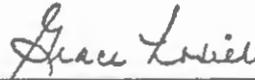
December 23, 2020

Scotiabank  
Halifax Branch

Fax # 1-877-909-7038

Please Transfer the following:

From	General Operating	60764 00099 11	\$270,000.00
To	General Capital Reserve	33993 02294 15	\$270,000.00



Grace Losier, Mayor



John Enns-Wind, CAO

Transfer to Capital Reserve per Council Motion 12/14/20

TOWN OF GRAND BAY - WESTFIELD

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2020

16. Operating Budget to PSA Budget

	Operating Budget General	Operating Budget Sewerage	Amortization TCA	Transfers	Other	Total
<b>Revenue</b>						
Warrant of assessment	\$ 5,240,616	-	-	-	-	\$ 5,240,616
Sales of services	215,863	-	-	-	-	215,863
Other revenue from own sources	78,480	1,400	-	-	-	79,880
Community Funding and Equalization Grant	645,014	-	-	-	-	645,014
Sewerage user fees	-	469,870	-	-	-	469,870
Government transfer for special projects	-	-	-	-	344,901	344,901
Surplus (deficit) of second previous year	55,987	25,899	-	(81,886)	-	-
	<u>6,235,960</u>	<u>497,169</u>	<u>-</u>	<u>(81,886)</u>	<u>344,901</u>	<u>6,996,144</u>
<b>Expenditures</b>						
General government services	1,105,296	-	66,979	79,679	-	1,251,954
Protective services	1,446,021	-	183,896	-	-	1,629,917
Transportation services	1,646,337	-	993,250	-	-	2,639,587
Environmental health services	1,069	-	-	-	-	1,069
Recreation and cultural services	474,391	-	107,353	-	-	581,744
Environmental development services	267,979	-	-	-	-	267,979
Fiscal services						
- Long-term debt repayment	225,188	100,000	-	(325,188)	-	-
- Interest	79,679	37,843	-	(117,522)	-	-
- Transfer to General Capital Fund	900,000	-	-	(900,000)	-	-
- Transfer to General Capital Reserve Fund	90,000	-	-	(90,000)	-	-
- Transfer to General Operating Reserve Fund	-	-	-	-	-	-
- Transfer to Sewerage Capital Reserve Fund	-	-	-	-	-	-
Sewerage collection and disposal	-	359,326	368,233	37,843	-	765,402
	<u>6,235,960</u>	<u>497,169</u>	<u>1,719,711</u>	<u>(1,315,188)</u>	<u>-</u>	<u>7,137,652</u>
Surplus (Deficit)	-	-	(1,719,711)	1,233,302	344,901	(141,508)

TOWN OF GRAND BAY - WESTFIELD

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2020

17. Revenue and Expense Support

Revenue	2020 <u>Budget</u>	2020 <u>Actual</u>	2019 <u>Actual</u>
<i>Services other governments</i>			
Recreation	\$ 16,500	\$ 10,631	\$ 18,787
Fire	199,363	199,363	150,745
	<u>\$ 215,863</u>	<u>\$ 209,994</u>	<u>\$ 169,532</u>
<i>Other own source</i>			
Licenses, permits and fines	\$ 16,000	\$ 22,627	\$ 20,434
Interest	6,000	13,597	28,418
Miscellaneous	56,480	51,903	81,056
	<u>\$ 78,480</u>	<u>\$ 88,127</u>	<u>\$ 129,908</u>
 Expenditures			
<i>General Government Services</i>			
Legislative			
Mayor	\$ 40,237	\$ 32,488	\$ 36,177
Council	101,587	82,584	89,915
Other	12,351	5,927	9,404
	<u>\$ 154,175</u>	<u>\$ 120,999</u>	<u>\$ 135,496</u>
Administrative			
Personnel and office	\$ 355,400	\$ 339,478	\$ 342,594
Buildings	54,216	53,892	51,724
Solicitor	21,000	8,309	8,109
Other	221,259	200,079	294,810
	<u>\$ 651,875</u>	<u>\$ 601,758</u>	<u>\$ 697,237</u>
Financial management			
External audit	\$ 14,400	\$ 13,233	\$ 11,950
 Other			
Public liability insurance	\$ 15,062	\$ 15,063	\$ 14,370
Grants to organizations	109,951	131,190	127,323
Economic development	159,833	140,048	139,808
Interest	79,679	80,434	82,658
Amortization	66,979	66,979	85,317
	<u>\$ 431,504</u>	<u>\$ 433,714</u>	<u>\$ 449,476</u>
	<u>\$ 1,251,954</u>	<u>\$ 1,169,704</u>	<u>\$ 1,294,159</u>

TOWN OF GRAND BAY-WESTFIELD

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2020

Revenue and Expense Support - (Cont'd)

*Protective Services*

Fire

Forces	\$ 368,207	\$ 373,705	\$ 370,683
Fire alarm system	50,107	43,487	50,583
Training	11,600	11,644	12,416
Station and building	66,781	64,032	70,335
Fighting and equipment	98,984	97,042	102,491
Other	94,887	97,294	102,634
Amortization	183,896	183,896	161,383
	<u>\$ 874,462</u>	<u>\$ 871,100</u>	<u>\$ 870,525</u>

Police

Administration - RCMP	\$ 703,803	\$ 703,803	\$ 685,062
Traffic activities	12,945	8,448	12,148
	<u>\$ 716,748</u>	<u>\$ 712,251</u>	<u>\$ 697,210</u>

Emergency Measures

Disaster control	\$ 17,140	\$ 17,996	\$ 17,478
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Other

Animal control	\$ 21,568	\$ 21,100	\$ 21,226
	<u>\$ 1,629,918</u>	<u>\$ 1,622,447</u>	<u>\$ 1,606,439</u>

*Transportation Services*

Common services

Administration	\$ 558,707	\$ 540,302	\$ 549,855
General equipment	79,842	74,326	98,803
Workshops and other buildings	33,930	31,649	67,998
	<u>\$ 672,479</u>	<u>\$ 646,277</u>	<u>\$ 716,656</u>

Roadway surfaces	\$ 278,083	\$ 245,759	\$ 508,205
Storm sewers	13,000	17,553	14,114
Snow and ice removal	534,984	515,351	525,815
Street lighting	110,893	110,149	109,318
Street signs	2,900	4,072	9,644
Transit service	32,248	30,477	30,050
Traffic signals	1,750	1,500	1,500
Amortizations	993,250	993,250	1,024,161
	<u>\$ 1,967,108</u>	<u>\$ 1,918,111</u>	<u>\$ 2,222,807</u>
	<u>\$ 2,639,587</u>	<u>\$ 2,564,388</u>	<u>\$ 2,939,463</u>

*Environmental Health Services*

Collection	\$ 1,069	\$ 1,048	\$ 1,048
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TOWN OF GRAND BAY-WESTFIELD

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2020

7. Revenue and Expense Support - (Cont'd)

*Recreation and Cultural Services*

Administration	\$ 115,674	\$ 110,887	\$ 112,548
Parks and playgrounds	273,803	202,798	220,880
Buildings	83,764	69,238	84,439
Training and development	1,150	429	1,285
Amortization	107,353	107,353	108,306
	<u>\$ 581,744</u>	<u>\$ 490,705</u>	<u>\$ 527,458</u>

*Environmental Development Services*

Community planning	\$ 10,277	\$ 3,925	\$ 11,845
Community development	161,918	163,023	173,510
Tourism promotion	39,894	20,698	31,952
Beautification	12,890	12,552	10,730
Other	25,050	3,387	23,695
	<u>\$ 250,029</u>	<u>\$ 203,585</u>	<u>\$ 251,732</u>

*Sewerage*

Collection and disposal			
Administration	\$ 109,131	\$ 103,219	\$ 108,495
Collection systems	96,270	75,379	77,423
Lift stations	95,742	111,634	98,585
Treatment and disposal	58,183	50,419	51,767
Interest	37,843	31,082	37,574
Amortization	368,233	368,233	364,293
	<u>\$ 765,402</u>	<u>\$ 739,966</u>	<u>\$ 738,137</u>

TOWN OF GRAND BAY-WESTFIELD  
NOTICE TO READER  
AND UNAUDITED FINANCIAL STATEMENTS  
DECEMBER 31, 2020

TOWN OF GRAND BAY-WESTFIELD

GENERAL CAPITAL FUND  
BALANCE SHEET

DECEMBER 31, 2020

ASSETS

	<u>2020</u>	<u>2019</u>
Capital assets	\$ <u>39,963,013</u>	\$ <u>38,721,640</u>

LIABILITIES & EQUITY

Bank loan	\$ 297,778	\$ 297,778
Long-term debt	2,321,813	2,127,001
Due to General Revenue Fund	115,190	79,037
Investment in capital assets	<u>37,228,232</u>	<u>36,217,824</u>
	\$ <u>39,963,013</u>	\$ <u>38,721,640</u>

Unaudited - See Notice to Reader

TOWN OF GRAND BAY-WESTFIELD

GENERAL CAPITAL FUND  
STATEMENT OF SOURCE AND APPLICATION OF CAPITAL FINANCING

FOR THE YEAR ENDED DECEMBER 31, 2020

	<u>2020</u>	<u>2019</u>
Source		
Transfers from		
Province of New Brunswick	2,832	192,556
Government of Canada	342,069	722,665
General Revenue Fund	987,992	701,196
General Capital Reserve Fund	<u>100,130</u>	<u>180,166</u>
	\$ <u><u>1,433,023</u></u>	\$ <u><u>1,796,583</u></u>
Application		
Debt repayment	\$ 225,188	\$ 218,597
Capital expenditures	<u>1,207,835</u>	<u>1,577,986</u>
	\$ <u><u>1,433,023</u></u>	\$ <u><u>1,796,583</u></u>

Unaudited - See Notice to Reader

TOWN OF GRAND BAY-WESTFIELD

GENERAL CAPITAL FUND  
STATEMENT OF INVESTMENT IN CAPITAL ASSETS

FOR THE YEAR ENDED DECEMBER 31, 2020

	<u>2020</u>	<u>2019</u>
Balance - beginning of year	\$ <u>36,217,824</u>	\$ <u>35,040,385</u>
Add:		
Contributed from General Revenue Fund		
Capital expenditures	762,804	482,599
Debt repayment	225,188	218,597
Contributed from General Capital Reserve Fund		
Capital expenditures	100,130	180,166
Contributed from Province of New Brunswick		
Equipment	2,832	192,556
Contributed from Government of Canada		
Engineering structures	342,069	722,665
	<u>1,433,023</u>	<u>1,796,583</u>
	<u>37,650,847</u>	<u>36,836,968</u>
Deduct:		
Prior period adjustment	-	128,528
Cost of capital assets disposed of during the year	422,615	490,616
	<u>422,615</u>	<u>619,144</u>
Balance - end of year	\$ <u><u>37,228,232</u></u>	\$ <u><u>36,217,824</u></u>

Unaudited - See Notice to Reader

TOWN OF GRAND BAY-WESTFIELD

GENERAL REVENUE FUND  
BALANCE SHEET

DECEMBER 31, 2020

ASSETS

	<u>2020</u>	<u>2019</u>
Current		
Cash	\$ 350,035	\$ 440,629
Accounts receivable	228,283	628,708
Inventory	36,424	68,662
Due from General Capital Fund	115,190	79,037
Due from Sewerage Capital Fund	67,911	39,368
Due from Sewerage Revenue Fund	94,144	50,084
Investments	<u>13,764</u>	<u>13,363</u>
	<u>905,751</u>	<u>\$ 1,319,851</u>

LIABILITIES

Current		
Accounts payable	\$ 641,221	\$ 1,116,296
Deferred Revenue	<u>13,281</u>	<u>11,035</u>
	654,502	1,127,331

SURPLUS

Surplus - beginning of year	192,520	180,045
Add:		
Surplus of current year	<u>114,716</u>	<u>136,534</u>
	307,236	316,579
Deduct:		
Surplus of second previous year	<u>(55,987)</u>	<u>(124,059)</u>
Surplus - end of year	<u>251,249</u>	<u>192,520</u>
	<u>\$ 905,751</u>	<u>\$ 1,319,851</u>

Unaudited - See Notice to Reader

TOWN OF GRAND BAY-WESTFIELD

GENERAL REVENUE FUND  
STATEMENT OF REVENUE AND EXPENDITURE

FOR THE YEAR ENDED DECEMBER 31, 2020

	2020 <u>Budget</u>	2020 <u>Actual</u>	2019 <u>Actual</u>
<b>Revenue</b>			
Warrant of assessment	\$ 5,240,616	\$ 5,240,616	\$ 5,148,442
Sales of services	215,863	209,994	169,531
Other revenue from own sources	78,480	74,889	114,046
Community funding and equalization grant	645,014	661,712	626,687
Other transfers			
Surplus of second previous year	55,987	55,987	124,059
	<u>6,235,960</u>	<u>6,243,198</u>	<u>6,182,765</u>
<b>Expenditures</b>			
General government services	945,463	903,786	965,377
Protective services	1,446,021	1,437,099	1,445,057
Transportation services	1,646,337	1,571,138	1,915,302
Environmental health services	1,069	1,048	1,048
Environmental development services	267,979	203,585	251,732
Recreation and cultural services	474,391	383,352	419,153
Economic development services	159,833	140,048	139,808
Fiscal services	1,204,867	1,068,426	783,754
Transfers			
General Capital Reserve Fund	90,000	420,000	125,000
	<u>6,235,960</u>	<u>6,128,482</u>	<u>6,046,231</u>
Surplus for the year	<u>\$ -</u>	<u>\$ 114,716</u>	<u>\$ 136,534</u>

Unaudited - See Notice to Reader

TOWN OF GRAND BAY-WESTFIELD

GENERAL REVENUE FUND  
SUPPLEMENTARY SCHEDULE OF REVENUE ACCOUNTS

DECEMBER 31, 2020

	<u>2020</u> <u>Budget</u>	<u>2020</u> <u>Actual</u>	<u>2019</u> <u>Actual</u>
Sale of Services			
Recreational	\$ 16,500	\$ 10,631	\$ 18,787
Fire - Local service district	<u>199,363</u>	<u>199,363</u>	<u>150,744</u>
	<u>\$ 215,863</u>	<u>\$ 209,994</u>	<u>\$ 169,531</u>
Other Revenue from Own Sources			
Licenses and permits			
Animal	\$ 3,000	\$ 3,007	\$ 3,234
Construction	<u>13,000</u>	<u>19,620</u>	<u>17,200</u>
	<u>16,000</u>	<u>22,627</u>	<u>20,434</u>
Return on investments			
Interest	<u>6,000</u>	<u>5,742</u>	<u>12,556</u>
Other	<u>56,480</u>	<u>46,520</u>	<u>81,056</u>
	<u>\$ 78,480</u>	<u>\$ 74,889</u>	<u>\$ 114,046</u>

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TOWN OF GRAND BAY-WESTFIELD

GENERAL REVENUE FUND  
SUPPLEMENTARY SCHEDULE OF EXPENDITURE ACCOUNTS

DECEMBER 31, 2020

	<u>2020</u> <u>Budget</u>	<u>2020</u> <u>Actual</u>	<u>2019</u> <u>Actual</u>
General Government Services			
Legislative			
Mayor	\$ 40,237	\$ 32,488	\$ 36,177
Councillors	101,587	82,584	89,915
Other	<u>12,351</u>	<u>5,927</u>	<u>9,404</u>
	<u>154,175</u>	<u>120,999</u>	<u>135,496</u>
Administrative			
Personnel and office	355,400	360,780	321,595
Buildings	54,216	53,892	51,724
Solicitor	21,000	8,309	8,109
Other	<u>221,259</u>	<u>200,320</u>	<u>294,810</u>
	<u>651,875</u>	<u>623,301</u>	<u>676,238</u>
Financial Management			
External audit	14,400	13,233	11,950
Other General Government Services			
Public liability insurance	15,062	15,063	14,370
Grants to organizations	<u>109,951</u>	<u>131,190</u>	<u>127,323</u>
	<u>125,013</u>	<u>146,253</u>	<u>141,693</u>
	<u>\$ 945,463</u>	<u>\$ 903,786</u>	<u>\$ 965,377</u>

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TOWN OF GRAND BAY-WESTFIELD

GENERAL REVENUE FUND  
SUPPLEMENTARY SCHEDULE OF EXPENDITURE ACCOUNTS

DECEMBER 31, 2020

	2020 <u>Budget</u>	2020 <u>Actual</u>	2019 <u>Actual</u>
Protective Services			
Police			
Administration - RCMP	\$ 703,803	\$ 703,803	\$ 685,062
Traffic activities	<u>12,945</u>	<u>8,448</u>	<u>12,148</u>
	<u>716,748</u>	<u>712,251</u>	<u>697,210</u>
Fire			
Firefighters	368,206	373,704	370,683
Fire alarm system	50,107	43,487	50,583
Training	11,600	11,644	12,416
Station and building	66,781	64,032	70,335
Fighting and equipment	98,984	97,156	102,491
Other	<u>94,887</u>	<u>95,729</u>	<u>102,634</u>
	<u>690,565</u>	<u>685,752</u>	<u>709,142</u>
Emergency Measures			
Disaster control	<u>17,140</u>	<u>17,996</u>	<u>17,478</u>
Other			
Animal control	<u>21,568</u>	<u>21,100</u>	<u>21,227</u>
	<u>\$ 1,446,021</u>	<u>\$ 1,437,099</u>	<u>\$ 1,445,057</u>

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TOWN OF GRAND BAY-WESTFIELD  
SEWERAGE REVENUE FUND  
STATEMENT OF REVENUE AND EXPENDITURE  
FOR THE YEAR ENDED DECEMBER 31, 2020

	<u>2020</u> <u>Budget</u>	<u>2020</u> <u>Actual</u>	<u>2019</u> <u>Actual</u>
<b>Revenue</b>			
Sewerage rates			
Residential	\$ 410,220	\$ 406,669	\$ 410,060
Commercial	21,870	21,330	21,060
Institutional	29,970	30,510	29,430
Other	810	810	810
Service charges	<u>7,000</u>	<u>7,077</u>	<u>7,000</u>
	<u>469,870</u>	<u>466,396</u>	<u>468,360</u>
Other revenue from own sources			
Interest on receivables	<u>1,400</u>	<u>859</u>	<u>1,970</u>
Surplus of previous years	<u>25,899</u>	<u>25,899</u>	<u>5,996</u>
Total revenue	<u>497,169</u>	<u>493,154</u>	<u>476,326</u>
<b>Expenditures</b>			
Sewerage collection and disposal			
Administration	109,131	103,219	108,495
Collection systems	96,270	75,380	77,423
Lift stations	95,742	111,634	98,585
Treatment and disposal	<u>58,183</u>	<u>50,419</u>	<u>51,769</u>
	<u>359,326</u>	<u>340,652</u>	<u>336,272</u>
Fiscal services			
Debt charges			
Principal	100,000	100,000	92,000
Interest	<u>37,843</u>	<u>31,081</u>	<u>37,574</u>
	<u>137,843</u>	<u>131,081</u>	<u>129,574</u>
Total expenditures	<u>497,169</u>	<u>471,733</u>	<u>465,846</u>
Surplus for the year	<u>\$ -</u>	<u>\$ 21,421</u>	<u>\$ 10,480</u>

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TOWN OF GRAND BAY-WESTFIELD

STATEMENT OF RESERVE FUNDS BALANCES

FOR THE YEAR ENDED DECEMBER 31, 2020

	2020				2019	
	General Capital Reserve Fund	General Operating Reserve Fund	Utility Capital Reserve Fund	Land For Public Purposes	Total	Total
Balance - beginning of year	\$ 912,021	\$ -	\$ 155,779	\$ -	\$ 1,067,800	\$ 1,109,173
Add:						
Interest	5,920	-	1,076	-	6,996	13,893
Funds received	270,000	150,000	-	5,382	155,382	125,000
	<u>275,920</u>	<u>150,000</u>	<u>1,076</u>	<u>5,382</u>	<u>162,378</u>	<u>138,893</u>
	<u>1,187,941</u>	<u>150,000</u>	<u>156,855</u>	<u>5,382</u>	<u>1,230,178</u>	<u>1,248,066</u>
Deduct:						
Expenditures	100,087	-	25	-	100,112	180,266
Balance - end of year	\$ <u>1,087,854</u>	\$ <u>150,000</u>	\$ <u>156,830</u>	\$ <u>5,382</u>	\$ <u>1,130,066</u>	\$ <u>1,057,300</u>

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TOWN OF GRAND BAY-WESTFIELD

RESERVE FUNDS  
BALANCE SHEET

DECEMBER 31, 2020

ASSETS

	<u>2020</u>	<u>2019</u>
Land For Public Purposes Cash	\$ 5,382	\$ -
General Capital Reserve Fund Cash	1,087,854	912,021
Utility Capital Reserve Fund Cash	156,830	155,779
General Revenue Fund Cash	<u>150,000</u>	<u>-</u>
	<u>\$ 1,400,066</u>	<u>\$ 1,067,800</u>

EQUITY - RESERVE FUNDS

Reserve Funds		
Land for Public Purposes	\$ 5,382	\$ -
General Capital Reserve Fund	1,087,854	912,021
Utility Capital Reserve Fund	156,830	155,779
General Operating Reserve fund	<u>150,000</u>	<u>-</u>
	<u>\$ 1,400,066</u>	<u>\$ 1,067,800</u>

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