

**General Operating Fund Budget  
2019**

Town of St. Stephen  
 General Operating Fund Budget  
 2019

Description	Budget 2018	Budget 2019	Amount of Increase/Decrease	Percentage Increase/Decrease
<b>Revenue</b>				
Taxes	\$5,356,765	\$5,350,179	-\$6,586	-0.12%
Services provided to other governments	253,708	222,218	-31,490	-12.41%
Sale of services	605,134	561,000	-44,134	-7.29%
Other revenue from own source	195,842	207,656	11,814	6.03%
Unconditional Grants	1,442,611	1,595,353	152,742	10.59%
Conditional Transfers	4,200	4,200	0	0.00%
Other transfers	1,492,537	1,307,994	-184,543	-12.36%
<b>Total Revenue</b>	<b>\$9,350,797</b>	<b>\$9,248,600</b>	<b>-\$102,197</b>	<b>-1.09%</b>
<b>Expenditures</b>				
General government services	\$1,044,472	\$1,060,813	\$16,341	1.56%
Protective services	2,260,064	2,295,612	35,548	1.57%
Transportation services	1,938,884	2,096,199	157,315	8.11%
Environmental health services	247,794	230,625	-17,169	-6.93%
Environmental development services	292,874	322,448	29,574	10.10%
Recreation and cultural services	1,929,757	2,023,621	93,864	4.86%
Fiscal services	1,628,952	1,211,282	-417,670	-25.64%
Other services	8,000	8,000	0	0.00%
<b>Total Expenditures</b>	<b>\$9,350,797</b>	<b>\$9,248,600</b>	<b>-\$102,197</b>	<b>-1.09%</b>
<b>Surplus (Deficit)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

	YEAR 2018	YEAR 2019	\$ INCREASE	% INCREASE
<b>WARRANT</b>	<b>\$5,356,765</b>	<b>\$5,350,179</b>	<b>-\$6,586</b>	<b>-0.12%</b>
<b>TAX BASE</b>	<b>\$339,035,767</b>	<b>\$338,618,950</b>	<b>-\$416,817</b>	<b>-0.12%</b>
<b>TAX RATE</b>	<b>\$1.5800</b>	<b>\$1.5800</b>	<b>\$0.0000</b>	<b>0.00%</b>

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<b>Revenue</b>				
<b>Taxes</b>	5,356,765	5,350,179	-6,586	-0.12%
<b>Services provided to other governments</b>				
Fire Protection				
Rural Fire Service	181,456	151,076	-30,380	-16.74%
Roads and Streets				
Designated Highways	65,202	65,142	-60	-0.09%
Highway Markings	7,050	6,000	-1,050	-14.89%
	72,252	71,142	-1,110	-1.54%
<b>Total Services provided to other governments</b>	253,708	222,218	-31,490	-12.41%
<b>Sale of Services</b>				
<b>Fire</b>				
Fire Services-Extinguishers-HST	2,735	3,000	265	9.69%
Fire Services-Other	500	500	0	0.00%
Fire Services-Fire Dispatch Fees	36,106	30,000	-6,106	-16.91%
Fire Services-Other Dispatch Fees-HST	2,398	1,000	-1,398	-58.30%
	41,739	34,500	-7,239	-17.34%
Roads and Streets				
Transport Services	100	100	0	0.00%
Recreation-Outside				
Outside Pool Revenue-HST	1,650	1,200	-450	-27.27%
Outside Pool Revenue-Non HST	1,550	1,200	-350	-22.58%
Outside Recreation Programs	295	100	-195	-66.10%
Playing Field User Fees	100	100	0	0.00%
Playing Field Agreement	20,000	20,000	0	0.00%
	23,595	22,600	-995	-4.22%
Recreation-Civic Center				
Civic Center-Pool Revenue-HST	31,100	35,000	3,900	12.54%
Civic Center-Pool Revenue-Non HST	22,900	20,000	-2,900	-12.66%
Civic Center-Arena Revenue-HST	161,500	180,000	18,500	11.46%
Civic Center-Combined Pool/Arena/Fitness Area Rev.-HST	131,900	110,000	-21,900	-16.60%
Civic Center-Meeting/Conference Room Revenue-HST	41,600	41,600	0	0.00%
Civic Center-Lower Canteen Revenue-HST	28,200	42,000	13,800	48.94%
Civic Center-Upper Canteen Revenue-HST	64,800	65,000	200	0.31%
Civic Center-Other Facility Revenue-HST	57,700	10,000	-47,700	-82.67%
Civic Center-Special Events - HST	0	100	100	0.00%
Civic Center-Events - Non HST	0	100	100	0.00%
	539,700	503,800	-35,900	-6.65%
<b>Total Sale of Services</b>	605,134	561,000	-44,134	-7.29%
<b>Other Revenue From Own Source</b>				
<b>Animal Licenses</b>				
Animal License	880	500	-380	-43.18%
Construction Permits				
Building Permits	13,525	15,000	1,475	10.91%
Stamping Plans & Deeds	150	150	0	0.00%
	13,675	15,150	1,475	10.79%
Other Permits and Licenses				
Business Permit	300	0	-300	-100.00%
Business Sign/ Permit	575	300	300	0.00%
Taxi License	575	500	-75	-13.04%
	875	800	-75	-8.57%
Fines				
Municipal Fines	275	1,000	725	263.64%

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Description	Budget 2018	Budget 2019	Amount of Increase/Decrease	Percentage Increase/Decrease
Building Rentals				
Land Rentals-HST	875	875	0	0.00%
Northampton Brewing Building Lease-HST	46,000	46,000	0	0.00%
RCMP Building Lease-HST	113,337	115,831	2,494	2.20%
120 Milltown Blvd. Office Space Agreement-HST	12,000	12,000	0	0.00%
	<u>172,212</u>	<u>174,706</u>	<u>2,494</u>	<u>1.45%</u>
Return on Investment				
Bank Interest	7,225	10,000	2,775	38.41%
Miscellaneous				
Sale of Materials-HST	100	100	0	0.00%
Sale of Equipment	100	100	0	0.00%
Contributions-HST	100	100	0	0.00%
Contributions-Non HST	100	100	0	0.00%
Contributions-Community Events	100	5,000	4,900	4900.00%
Miscellaneous Copies	100	100	0	0.00%
Municipal Operating Agreement-Enbridge Gas	100	0	-100	-100.00%
	<u>700</u>	<u>5,500</u>	<u>4,800</u>	<u>685.71%</u>
<b>Total Other Revenue From Own Source</b>	<u>195,842</u>	<u>207,656</u>	<u>11,814</u>	<u>6.03%</u>
<b>Unconditional Grants</b>				
Community Funding and Equalization Grant	1,346,826	1,595,353	248,527	18.45%
Financial Assistance	95,785	0	-95,785	-100.00%
<b>Total Unconditional Grants</b>	<u>1,442,611</u>	<u>1,595,353</u>	<u>152,742</u>	<u>10.59%</u>
<b>Conditional Transfers</b>				
Federal/Provincial Funding Outside Recreation Programs	4,000	4,000	0	0.00%
Federal/Provincial Funding Civic Center Employment Programs	100	100	0	0.00%
Federal/Provincial Funding Civic Center Programs	100	100	0	0.00%
<b>Total Conditional Transfers</b>	<u>4,200</u>	<u>4,200</u>	<u>0</u>	<u>0.00%</u>
<b>Other Transfers</b>				
Surplus of second previous year	593,453	365,267	-228,186	-38.45%
Operating Reserve Fund	0	20,000	20,000	0.00%
Administrative Management				
Water and Sewerage Share of Charges	899,084	922,727	23,643	2.63%
Payment In Lieu of Tax	0	0	0	0.00%
<b>Total Other Transfers</b>	<u>1,492,537</u>	<u>1,307,994</u>	<u>-184,543</u>	<u>-12.36%</u>
<b>Total Revenue</b>	<u>9,350,797</u>	<u>9,248,600</u>	<u>-102,197</u>	<u>-1.09%</u>

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<b>Expenditures</b>				
<b>General government services</b>				
Legislative-Mayor				
Mayor Stipend	12,446	17,000	4,554	36.59%
Payroll Expenses	580	800	220	37.93%
Mayor Travel	1,500	1,500	0	0.00%
	<u>14,526</u>	<u>19,300</u>	<u>4,774</u>	<u>32.87%</u>
Legislative-Councillors				
Councillor Stipend	38,471	51,300	12,829	33.35%
Payroll Expenses	1,288	1,700	412	31.99%
Councillor Travel	1,000	500	-500	-50.00%
	<u>40,759</u>	<u>53,500</u>	<u>12,741</u>	<u>31.26%</u>
Legislative-Other				
Other Memberships	4,495	5,000	505	11.23%
Other Council	5,310	3,500	-1,810	-34.09%
	<u>9,805</u>	<u>8,500</u>	<u>-1,305</u>	<u>-13.31%</u>
Administrative Staff				
Salary, Payroll Expenses and Benefits	222,399	261,298	38,899	17.49%
Travel/Training	14,490	10,000	-4,490	-30.99%
Memberships	985	1,050	65	6.60%
	<u>237,874</u>	<u>272,348</u>	<u>34,474</u>	<u>14.49%</u>
Administrative Office Building				
Town Hall Repairs	1,000	100	-900	-90.00%
Town Hall Property Taxes-34 Milltown Blvd	1,440	1,900	460	31.94%
Town Hall Lease-73 Milltown Blvd	58,000	43,500	-14,500	-25.00%
	<u>60,440</u>	<u>45,500</u>	<u>-14,940</u>	<u>-24.72%</u>
Administrative-Solicitor				
Solicitor	20,000	10,000	-10,000	-50.00%
Administrative Other				
Advertising-Regulatory	3,665	3,500	-165	-4.50%
Advertising-Promotion	9,650	5,000	-4,650	-48.19%
Copier Rental and Supplies	3,100	3,100	0	0.00%
Office Furniture and Supplies	10,000	10,000	0	0.00%
Telephone	18,550	14,600	-3,950	-21.29%
Office Computer Purchase	4,000	4,000	0	0.00%
Computer Goods	4,000	24,000	20,000	500.00%
Computer Service	5,570	5,600	30	0.54%
Other Research/Consulting	50,000	0	-50,000	-100.00%
Special Projects	0	10,000	10,000	0.00%
Travel/Training	0	5,960	5,960	0.00%
	<u>108,535</u>	<u>85,760</u>	<u>-22,775</u>	<u>-20.98%</u>
Financial Management Staff				
Salary, Payroll Expenses and Benefits	324,123	352,847	28,724	8.86%
Travel/Training	9,000	6,000	-3,000	-33.33%
Membership	1,975	2,100	125	6.33%
	<u>335,098</u>	<u>360,947</u>	<u>25,849</u>	<u>7.71%</u>
Financial Management-Audit				
Audit	12,770	13,000	230	1.80%
Common Services-Civic Relations				
Civic Relations	8,000	5,000	-3,000	-37.50%
Common Services-Cost of Assessment				
Cost of Assessment	65,773	65,692	-81	-0.12%

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Description	Budget 2018	Budget 2019	Amount of Increase/Decrease	Percentage Increase/Decrease
Common Services-Conventions				
Travel	500	1,000	500	100.00%
Registration	1,000	1,600	600	60.00%
	<u>1,500</u>	<u>2,600</u>	<u>1,100</u>	<u>73.33%</u>
Common Services-Liability Insurance				
Liability Insurance	64,495	66,666	2,171	3.37%
Common Services-Grants	0	0		
International Festival	1,000	0	-1,000	-100.00%
Chocolate Festival	1,500	0	-1,500	-100.00%
Chocolate Museum	22,200	0	-22,200	-100.00%
Boys & Girls Club	5,000	0	-5,000	-100.00%
Charlotte County Museum	2,237	0	-2,237	-100.00%
CCATA	2,500	0	-2,500	-100.00%
Charlotte County Fall Fair	1,000	0	-1,000	-100.00%
Southwest New Brunswick Transit Authority Inc.	7,000	0	-7,000	-100.00%
Charlotte County Hospital Foundation Inc.	3,000	0	-3,000	-100.00%
Charlotte County IWK	350	0	-350	-100.00%
Canadian Tire Jumpstart	5,000	0	-5,000	-100.00%
Charlotte County Hockey Club Inc.	10,000	0	-10,000	-100.00%
St. Croix Ridgerunners Snowmobile Club	160	0	-160	-100.00%
We've Got Your Back	350	0	-350	-100.00%
St. Stephen Middle School Entrepreneurial Adventure Committee	600	0	-600	-100.00%
Saint John Regional Hospital Foundation	3,000	0	-3,000	-100.00%
Community Grants Fund	0	52,000	52,000	0.00%
	<u>64,897</u>	<u>52,000</u>	<u>-12,897</u>	<u>-19.87%</u>
<b>Total general government services</b>	<u>1,044,472</u>	<u>1,060,813</u>	<u>16,341</u>	<u>1.56%</u>

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<b>Protective services</b>				
RCMP				
Police Contract	1,159,035	1,166,154	7,119	0.61%
Building Maintenance	3,000	5,000	2,000	66.67%
Building Cleaning Contract	11,930	12,000	70	0.59%
Building Electricity	10,250	12,000	1,750	17.07%
Property Taxes	6,375	6,400	25	0.39%
<b>Total Police Services</b>	<b>1,190,590</b>	<b>1,201,554</b>	<b>10,964</b>	<b>0.92%</b>

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Description	Budget 2018	Budget 2019	Amount of Increase/Decrease	Percentage Increase/Decrease
<b>Fire</b>				
Fire Fighting Force				
Salary, Wages, Payroll Expenses and Benefits	620,541	644,305	23,764	3.83%
Travel	4,000	4,000	0	0.00%
Medical	2,000	0	-2,000	-100.00%
Medical and First Aid	0	2,000	2,000	0.00%
Volunteer Fire Grant	9,000	9,200	200	2.22%
Volunteer Fire Fighters Retirement Gifts and Awards	3,500	2,500	-1,000	-28.57%
Special Events	2,500	2,500	0	0.00%
Clothing	7,500	7,000	-500	-6.67%
Dry Cleaning and Laundry	500	500	0	0.00%
	<u>649,541</u>	<u>672,005</u>	<u>22,464</u>	<u>3.46%</u>
<b>Fire Administration</b>				
Membership	1,500	1,700	200	13.33%
Office Supplies	2,700	2,700	0	0.00%
General Advertising	1,000	2,000	1,000	100.00%
Computer Purchase and Supplies	2,000	2,000	0	0.00%
Fire Prevention Supplies	6,000	4,200	-1,800	-30.00%
	<u>13,200</u>	<u>12,600</u>	<u>-600</u>	<u>-4.55%</u>
<b>Fire Alarm System</b>				
Telephones	8,040	9,200	1,160	14.43%
Radio Maintenance	4,700	4,700	0	0.00%
Radio Licenses	1,450	1,450	0	0.00%
Equipment Replacement	7,500	5,000	-2,500	-33.33%
	<u>21,690</u>	<u>20,350</u>	<u>-1,340</u>	<u>-6.18%</u>
<b>Fire Water Cost Transfer</b>				
Water Cost Transfer	125,000	125,000	0	0.00%
<b>Fire Training</b>				
Training Materials & Expenses	10,000	10,000	0	0.00%
Stipend for In House Training	10,000	10,000	0	0.00%
	<u>20,000</u>	<u>20,000</u>	<u>0</u>	<u>0.00%</u>
<b>Fire Station and Buildings</b>				
Buildings Maintenance & Repair	10,000	8,000	-2,000	-20.00%
Electricity	9,520	10,000	480	5.04%
Heating Fuel	9,035	11,000	1,965	21.75%
Supplies	6,000	5,000	-1,000	-16.67%
Fire Extinguisher Supplies	5,000	3,500	-1,500	-30.00%
	<u>39,555</u>	<u>37,500</u>	<u>-2,055</u>	<u>-5.20%</u>
<b>Fire Fighting Equipment</b>				
Supplies	4,000	0	-4,000	-100.00%
Vehicle Insurance	4,061	4,063	2	0.05%
Vehicle Repairs	15,000	15,000	0	0.00%
Equipment Maintenance	13,500	14,000	500	3.70%
Equipment Purchase	38,000	0	-38,000	-100.00%
Equipment Supplies/Purchase	0	44,000	44,000	0.00%
	<u>74,561</u>	<u>77,063</u>	<u>2,502</u>	<u>3.36%</u>
<b>Total Fire</b>	<u>943,547</u>	<u>964,518</u>	<u>20,971</u>	<u>2.22%</u>



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Other Protection				
Bylaw Officer Services				
Fees	22,780	25,000	2,220	9.75%
Building Inspector Services				
Fees	58,570	60,000	1,430	2.44%
Supplies	100	100	0	0.00%
	<u>58,670</u>	<u>60,100</u>	<u>1,430</u>	<u>2.44%</u>
Animal and Pest Control				
Animal Control Fees	8,050	8,050	0	0.00%
Travel	9,490	9,490	0	0.00%
Kennel Fees	1,740	1,000	-740	-42.53%
Licenses	250	250	0	0.00%
	<u>19,530</u>	<u>18,790</u>	<u>-740</u>	<u>-3.79%</u>
Crosswalk Guards				
Wages, Payroll Expenses and Benefits	24,647	25,300	653	2.65%
Clothing	300	350	50	16.67%
	<u>24,947</u>	<u>25,650</u>	<u>703</u>	<u>2.82%</u>
Total Other Protection	<u>125,927</u>	<u>129,540</u>	<u>3,613</u>	<u>2.87%</u>
<b>Total protective services</b>	<u>2,260,064</u>	<u>2,295,612</u>	<u>35,548</u>	<u>1.57%</u>

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<b>Transportation services</b>				
Common Services-Administration				
Salary, Wages, Payroll Expenses and Benefits	1,289,756	1,365,539	75,783	5.88%
Training	1,000	1,000	0	0.00%
Clothing	3,500	4,000	500	14.29%
	<u>1,294,256</u>	<u>1,370,539</u>	<u>76,283</u>	<u>5.89%</u>
Common Services-General Equipment				
Licenses	380	500	120	31.58%
Radios	2,000	2,500	500	25.00%
Vehicle Insurance	6,722	6,985	263	3.91%
Repairs	100,000	109,000	9,000	9.00%
Fuel	122,000	122,000	0	0.00%
Equipment Purchase	12,000	15,000	3,000	25.00%
Hired Equipment	7,000	8,000	1,000	14.29%
Street Sweeper	6,000	6,000	0	0.00%
	<u>256,102</u>	<u>269,985</u>	<u>13,883</u>	<u>5.42%</u>
Common Services-Workshop				
Travel	300	300	0	0.00%
Telephone	3,700	3,700	0	0.00%
Building Repairs	3,500	5,000	1,500	42.86%
Electricity	9,700	9,700	0	0.00%
Heating Fuel	9,035	11,000	1,965	21.75%
Supplies	65,000	65,000	0	0.00%
Property Taxes	12,035	12,100	65	0.54%
	<u>103,270</u>	<u>106,800</u>	<u>3,530</u>	<u>3.42%</u>
Roads and Streets-Roadway Services				
Sand & Gravel	8,000	10,000	2,000	25.00%
Asphalt	15,000	16,000	1,000	6.67%
Concrete	8,000	8,000	0	0.00%
Cold Patch	3,500	3,500	0	0.00%
Line Painting	23,000	23,000	0	0.00%
	<u>57,500</u>	<u>60,500</u>	<u>3,000</u>	<u>5.22%</u>
Roads and Streets-Storm Sewers				
Storm Sewer Pipes	4,000	5,000	1,000	25.00%
Roads and Streets-Snow and Ice Removal				
Salt	70,000	80,000	10,000	14.29%
Street Lighting				
Electricity	118,000	123,000	5,000	4.24%
Repairs Decorative Street Lights	5,400	5,000	-400	-7.41%
	<u>123,400</u>	<u>128,000</u>	<u>4,600</u>	<u>3.73%</u>
Traffic Services-Street Signs				
Street Signs, Poles, etc.	4,000	4,000	0	0.00%
Traffic Services-Traffic Signals				
Electricity	1,470	1,600	130	8.84%
Repairs	2,000	4,000	2,000	100.00%
	<u>3,470</u>	<u>5,600</u>	<u>2,130</u>	<u>61.38%</u>

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Airport				
Attendant Honorarium and Payroll Expenses	5,271	5,490	219	4.15%
Telephone	1,980	2,100	120	6.06%
Runway Maintenance	2,040	0	-2,040	-100.00%
Building Maintenance	1,020	0	-1,020	-100.00%
Property Maintenance	0	45,000	45,000	0.00%
Electricity	3,015	3,200	185	6.14%
Supplies	610	600	-10	-1.64%
License	55	55	0	0.00%
Insurance	4,970	5,130	160	3.22%
Vehicle Maintenance	1,500	1,500	0	0.00%
Property Tax	2,425	2,700	275	11.34%
	<u>22,886</u>	<u>65,775</u>	<u>42,889</u>	<u>187.40%</u>
<b>Total transportation services</b>	<u>1,938,884</u>	<u>2,096,199</u>	<u>157,315</u>	<u>8.11%</u>

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<b>Environmental health services</b>				
Dumps and Landfill				
Property Tax	315	325	10	3.17%
Regional Landfill				
Regional Landfill Contracts	113,300	83,300	-30,000	-26.48%
Garbage Pick Up	134,179	135,000	821	0.61%
Recycling	0	12,000	12,000	0.00%
	<u>247,479</u>	<u>230,300</u>	<u>-17,179</u>	<u>-6.94%</u>
<b>Total environmental health services</b>	<u>247,794</u>	<u>230,625</u>	<u>-17,169</u>	<u>-6.93%</u>

**Town of St. Stephen  
General Operating Fund Budget  
2019**

Description	Budget 2018	Budget 2019	Amount of Increase/Decrease	Percentage Increase/Decrease
<b>Environmental development services</b>				
Environmental Planning & Zoning				
Land Management	10,000	10,000	0	0.00%
Community Development				
Business Park Property Taxes	3,685	3,800	115	3.12%
Business Park Maintenance	6,000	6,000	0	0.00%
	9,685	9,800	115	1.19%
Urban Land Property Taxes	19,350	19,350	0	0.00%
Health Services Promotion	1,000	1,000	0	0.00%
Retailers Christmas Promotion Grant	2,000	0	-2,000	-100.00%
Christmas Promotion Advertising	0	2,000	2,000	0.00%
Industrial Development Grant	10,000	10,000	0	0.00%
Economic Incentive Development Grant	2,500	0	-2,500	-100.00%
Development St. Stephen Grant	8,000	0	-8,000	-100.00%
Downtown Business Improvement Area Grant	15,585	0	-15,585	-100.00%
Future St. Stephen Grant	80,000	80,000	0	0.00%
Sport Tourism Program Grant	5,000	0	-5,000	-100.00%
Sport Tourism Hosting Bids/Applications	10,000	0	-10,000	-100.00%
Community Events Expenses	100	16,000	15,900	15900.00%
	133,185	108,000	-25,185	-18.91%
Regionalization Services	15,804	15,804	0	0.00%
Events Development & Hospitality Staff				
Events Development & Hospitality Wages, Payroll Expenses & Ben	61,815	115,489	53,674	86.83%
Memberships	500	500	0	0.00%
Travel/Training	1,500	1,500	0	0.00%
	63,815	117,489	53,674	84.11%
Total Community Development	242,839	271,443	28,604	11.78%
Housing				
Housing Unit Development Grant	16,355	16,355	0	0.00%
Other Environmental Development Services				
Northampton Brewing Building Repairs	5,000	5,000	0	0.00%
Northampton Brewing Building Property Taxes	8,350	8,500	150	1.80%
	13,350	13,500	150	1.12%
120 Milltown Blvd Building Maintenance/Repairs	2,500	1,000	-1,500	-60.00%
120 Milltown Blvd Electricity	2,400	1,500	-900	-37.50%
120 Milltown Blvd property Taxes	3,930	4,000	70	1.78%
120 Milltown Blvd Heating Fuel	0	3,000	3,000	0.00%
	8,830	9,500	670	7.59%
Wharf Maintenance	1,000	1,000	0	0.00%
Christmas Lighting	500	0	-500	-100.00%
Christmas Lighting & Decorations Electricity	0	650	650	0.00%
	500	650	150	30.00%
Total Other Environmental Development Services	23,680	24,650	970	4.10%
<b>Total environmental development services</b>	<b>292,874</b>	<b>322,448</b>	<b>29,574</b>	<b>10.10%</b>

**Town of St. Stephen  
General Operating Fund Budget  
2019**

Description	Budget 2018	Budget 2019	Amount of Increase/Decrease	Percentage Increase/Decrease
<b>Recreation and cultural services</b>				
Outside Recreation				
Administrative Wages and Payroll Expenses and Benefits	78,827	81,348	2,521	3.20%
Parks and Recreation Director Travel/Training	5,900	2,500	-3,400	-57.63%
	<u>84,727</u>	<u>83,848</u>	<u>-879</u>	<u>-1.04%</u>
Administrative-Other-Parks and Recreation Director				
Telephone	5,730	5,500	-230	-4.01%
Membership	765	700	-65	-8.50%
Office Equipment	500	250	-250	-50.00%
Advertising	6,500	4,000	-2,500	-38.46%
	<u>13,495</u>	<u>10,450</u>	<u>-3,045</u>	<u>-22.56%</u>
Parks and Playgrounds				
Wages & Payroll Expenses & Benefits	179,651	185,490	5,839	3.25%
Vehicle Insurance	3,963	3,864	-99	-2.50%
Vehicle Maintenance	5,000	3,000	-2,000	-40.00%
Training	1,500	1,500	0	0.00%
Uniforms	2,500	2,500	0	0.00%
Electricity	3,300	4,000	700	21.21%
Supplies	5,000	3,000	-2,000	-40.00%
Parks-Garbage Pickup	6,300	2,000	-4,300	-68.25%
Horticulturist Supplies	21,000	25,000	4,000	19.05%
Tree Replacement	0	0	0	0.00%
Maintenance Contract-Parks & Playing Fields	54,100	65,000	10,900	20.15%
Property Taxes	2,380	2,300	-80	-3.36%
Parks Maintenance	25,000	25,000	0	0.00%
Playground Maintenance	10,000	5,000	-5,000	-50.00%
Special Events	2,500	2,500	0	0.00%
Program Initiatives	600	5,000	4,400	733.33%
	<u>322,794</u>	<u>335,154</u>	<u>12,360</u>	<u>3.83%</u>
Pool				
Wages and Payroll Expenses	70,000	60,231	-9,769	-13.96%
Training	1,500	0	-1,500	-100.00%
Telephone	1,525	1,525	0	0.00%
Repairs	10,000	25,000	15,000	150.00%
Electricity	11,090	12,000	910	8.21%
Cleaning Supplies	2,000	3,000	1,000	50.00%
Chemicals	6,500	8,500	2,000	30.77%
Property Taxes	2,485	2,500	15	0.60%
Lifesaving Society	2,000	0	-2,000	-100.00%
Equipment	2,500	2,500	0	0.00%
Lifeguard Uniforms	500	1,000	500	100.00%
Security	500	500	0	0.00%
	<u>110,600</u>	<u>116,756</u>	<u>6,156</u>	<u>5.57%</u>
Total Outside Recreation	<u>531,616</u>	<u>546,208</u>	<u>14,592</u>	<u>2.74%</u>

Town of St. Stephen  
 General Operating Fund Budget  
 2019

Description	Budget 2018	Budget 2019	Amount of Increase/Decrease	Percentage Increase/Decrease
Recreational Facilities				
Border Area Arena				
Arena Repairs	5,000	1,000	-4,000	-80.00%
Arena Electricity	10,000	10,000	0	0.00%
Total Border Area Arena	<u>15,000</u>	<u>11,000</u>	<u>-4,000</u>	<u>-26.67%</u>

**Town of St. Stephen  
General Operating Fund Budget  
2019**

Description	Budget 2018	Budget 2019	Amount of Increase/Decrease	Percentage Increase/Decrease
<b>Garcelon Civic Center</b>				
Administrative				
Staff Salary, Wages, Payroll Expenses and Benefits	162,188	129,296	-32,892	-20.28%
Professional Development/Training	1,500	1,500	0	0.00%
Travel	750	750	0	0.00%
Telephone and Communications	10,815	9,600	-1,215	-11.23%
Office Supplies, Equipment and Furniture	7,000	17,000	10,000	142.86%
Advertising, Marketing and Promotion	10,000	1,000	-9,000	-90.00%
Professional/Consulting Fees	2,500	2,500	0	0.00%
Facility Scheduling Software Fees	11,240	10,500	-740	-6.58%
Computer Servicing/IT Support	2,000	1,000	-1,000	-50.00%
Banking Service Fees	5,800	7,000	1,200	20.69%
Cash Over/Under	0	0	0	0.00%
	<u>213,793</u>	<u>180,146</u>	<u>-33,647</u>	<u>-15.74%</u>
<b>Physical Operations/Maintenance</b>				
Staff Salary, Wages, Payroll Expenses and Benefits				
Staff Salary, Wages, Payroll Expenses and Benefits	370,005	413,417	43,412	11.73%
Clothing Allowance	2,000	2,000	0	0.00%
Operations/Maintenance Training and Professional Development	5,000	5,000	0	0.00%
Arena Equipment Maintenance and Repair	22,500	22,500	0	0.00%
Cleaning Supplies and Equipment	15,000	15,500	500	3.33%
General Building Maintenance and Repair	22,500	23,000	500	2.22%
Cleaning Contract	2,000	2,000	0	0.00%
Front Lobby Mats	3,800	5,000	1,200	31.58%
Licenses, Inspections, Permits and Contracts	10,000	10,000	0	0.00%
Signage	1,000	1,000	0	0.00%
Zamboni Maintenance	3,000	13,000	10,000	333.33%
Safety/First Aid	1,500	1,500	0	0.00%
Electricity	200,000	250,000	50,000	25.00%
Natural Gas	48,200	42,000	-6,200	-12.86%
Pest Control	0	1,000	1,000	0.00%
Garbage Removal	0	3,500	3,500	0.00%
	<u>706,505</u>	<u>810,417</u>	<u>103,912</u>	<u>14.71%</u>
<b>Pool</b>				
Staff Salary, Wages, Payroll Expenses and Benefits				
Staff Salary, Wages, Payroll Expenses and Benefits	226,948	254,743	27,795	12.25%
Programming Supplies and Equipment	4,000	5,000	1,000	25.00%
Maintenance and Repair	28,000	24,000	-4,000	-14.29%
Chemicals	10,000	13,500	3,500	35.00%
Aquatic Training and Professional Development	5,500	5,500	0	0.00%
Uniforms	1,000	1,000	0	0.00%
	<u>275,448</u>	<u>303,743</u>	<u>28,295</u>	<u>10.27%</u>
<b>Walking Track</b>				
General Maintenance and Repair				
General Maintenance and Repair	1,000	1,000	0	0.00%
Programming Supplies and Equipment	500	100	-400	-80.00%
	<u>1,500</u>	<u>1,100</u>	<u>-400</u>	<u>-26.67%</u>
<b>Meeting and Conference Areas</b>				
General Maintenance & Repairs				
General Maintenance & Repairs	4,500	4,000	-500	-11.11%
Events Equipment and Supplies	4,000	4,000	0	0.00%
Other Events Expenses	10,000	100	-9,900	-99.00%
Linens and Drycleaning	0	2,500	2,500	0.00%
	<u>18,500</u>	<u>10,600</u>	<u>-7,900</u>	<u>-42.70%</u>
<b>Fitness Area</b>				
Volunteer Program				
Volunteer Program	1,000	0	-1,000	-100.00%
Programs/Clinics/Workshops Supplies & Equip.	2,500	0	-2,500	-100.00%
Training and Professional Development	1,000	0	-1,000	-100.00%
Supplies, Equipment and Maintenance	1,000	3,500	2,500	250.00%
Service Contract	900	500	-400	-44.44%
	<u>6,400</u>	<u>4,000</u>	<u>-2,400</u>	<u>-37.50%</u>



Town of St. Stephen  
 General Operating Fund Budget  
 2019

Description	Budget 2018	Budget 2019	Amount of Increase/Decrease	Percentage Increase/Decrease
<b>Food and Beverage Services</b>				
Student Event Staff Wages, Payroll Expenses and Benefits	37,233	29,660	-7,573	-20.34%
Lower Canteen Cash Over/Under	0	0	0	0.00%
Upper Canteen Cash Over/Under	0	0	0	0.00%
Canteen Merchandise	49,440	54,000	4,560	9.22%
	<u>86,673</u>	<u>83,660</u>	<u>-3,013</u>	<u>-3.48%</u>
<b>Kitchen</b>				
Small Equipment	1,500	0	-1,500	-100.00%
Small Equipment & General Supplies	0	2,000	2,000	0.00%
Cleaning Supplies	500	0	-500	-100.00%
Licenses	0	1,500	1,500	0.00%
	<u>2,000</u>	<u>3,500</u>	<u>1,500</u>	<u>75.00%</u>
<b>Special Events</b>				
Special Events	0	100	100	0.00%
	<u>0</u>	<u>100</u>	<u>100</u>	<u>0.00%</u>
<b>Grounds and Parking Lot</b>				
Property Taxes	3,625	3,700	75	2.07%
Parking Lot-Line Painting	1,500	2,000	500	33.33%
Pest Control	1,000	0	-1,000	-100.00%
Garbage Removal	4,800	0	-4,800	-100.00%
	<u>10,925</u>	<u>5,700</u>	<u>-5,225</u>	<u>-47.83%</u>
<b>Total Garcelon Civic Center</b>				
	<u>1,321,744</u>	<u>1,402,966</u>	<u>81,222</u>	<u>6.15%</u>
<b>Total Recreational Facilities</b>				
	<u>1,336,744</u>	<u>1,413,966</u>	<u>77,222</u>	<u>5.78%</u>

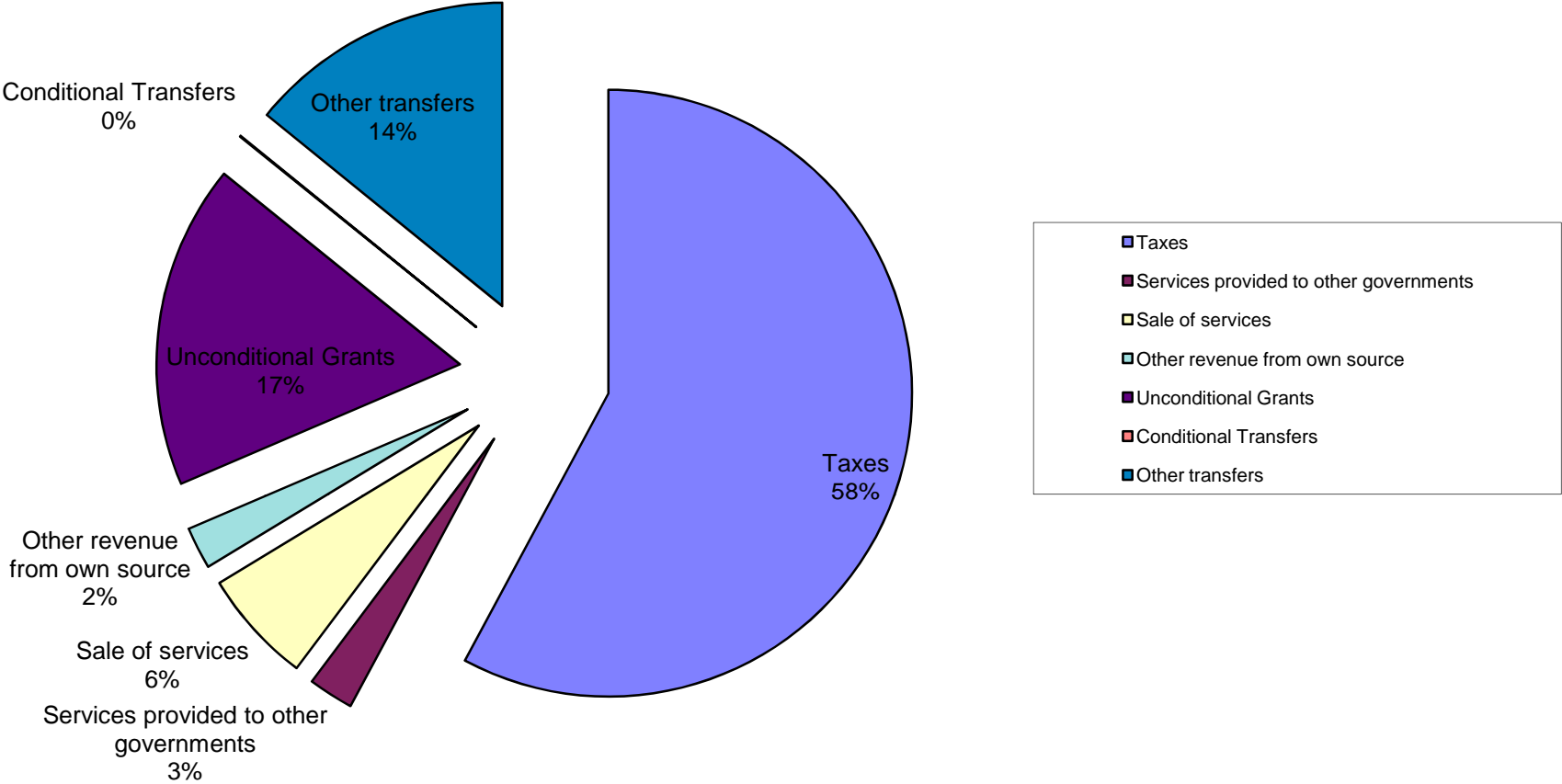
Town of St. Stephen  
 General Operating Fund Budget  
 2019

Description	Budget 2018	Budget 2019	Amount of Increase/Decrease	Percentage Increase/Decrease
Library				
Repairs	7,640	0	-7,640	-100.00%
Repairs/Maintenance	0	8,800	8,800	0.00%
Electricity	14,520	14,500	-20	-0.14%
Grant	37,727	38,647	920	2.44%
Equipment Repairs/Purchase	1,510	1,500	-10	-0.66%
Total Library	<u>61,397</u>	<u>63,447</u>	<u>2,050</u>	<u>3.34%</u>
<b>Total recreation and cultural services</b>	<u>1,929,757</u>	<u>2,023,621</u>	<u>93,864</u>	<u>4.86%</u>

Town of St. Stephen  
 General Operating Fund Budget  
 2019

Description	Budget 2018	Budget 2019	Amount of Increase/Decrease	Percentage Increase/Decrease
<b>Fiscal services</b>				
Debt Charges-Interest on Temporary Borrowing				
Short Term Interest & Bank Charges	119,210	116,850	-2,360	-1.98%
Debt Charges-Interest on Long Term Debt				
Long Term Interest-Current Debentures	150,940	139,432	-11,508	-7.62%
Long Term Interest-Future Debentures	0	0	0	0.00%
	<u>150,940</u>	<u>139,432</u>	<u>-11,508</u>	<u>-7.62%</u>
Debt Charges-Principal Repayments				
Principal Payments-Current Debentures	425,000	406,000	-19,000	-4.47%
Transfer to General Capital Reserve	485,277	196,000	-289,277	-59.61%
Transfer to General Operating Reserve	10,000	10,000	0	0.00%
Transfer to General Capital Fund	438,525	343,000	-95,525	-21.78%
Funding Liability-Vested Future Employee Benefits	0	0	0	0.00%
<b>Total fiscal services</b>	<u>1,628,952</u>	<u>1,211,282</u>	<u>-417,670</u>	<u>-25.64%</u>
<b>Other services</b>	<u>8,000</u>	<u>8,000</u>	<u>0</u>	<u>0.00%</u>
<b>Total Expenditures</b>	<u>9,350,797</u>	<u>9,248,600</u>	<u>-102,197</u>	<u>-1.09%</u>

General Operating Fund Budget Revenue 2019



### General Operating Fund Budget Expenditures 2019

