

TOWN OF LUNENBURG
2025/26 OPERATING BUDGET
(approved May 27, 2025)

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**Town of Lunenburg
2025/26 Budget Summary**

	Approved Budget 2025/26	Approved Budget 2024/25	Difference %
<i>Expenditures</i>			
General Government Services	\$ 1,225,300	\$ 1,082,800	13.2%
Other Protective Services	1,329,900	1,271,600	4.6%
Fire Services	799,700	785,300	1.8%
Transportation Services	1,568,600	1,504,100	4.3%
Environmental Health Services	1,748,700	1,609,400	8.7%
Community Development Services	863,500	1,016,400	-15.0%
Recreation & Cultural Services	1,068,400	1,021,200	4.6%
Fiscal Services	2,714,100	2,584,200	5.0%
	<u>\$ 11,318,200</u>	<u>\$ 10,875,000</u>	<u>4.1%</u>
<i>Revenue</i>			
Property Tax Revenue, including Sewer	\$ 9,825,200	\$ 9,416,000	4.3%
<i>Non-tax Revenue</i>			
Sales of Services	243,200	258,200	-5.8%
Arena & Community Centre	338,600	323,800	4.6%
Other Revenue - Own Sources	536,800	452,800	18.6%
Unconditional Transfers	50,100	50,100	0.0%
Conditional Transfers	324,300	374,100	-13.3%
	<u>\$ 11,318,200</u>	<u>\$ 10,875,000</u>	<u>4.1%</u>
<i>Unfunded Operating Expenditures</i>	<u>\$ -</u>	<u>\$ -</u>	

2025/26 BUDGET SUMMARY AND TAX RATES

	Tax Rate	Increase (decrease) over prior year	% Change over prior year
Residential Tax Rate	\$1.376	\$0.000	0.0%
Commercial Tax Rate	\$3.358	\$0.000	0.0%
Seasonal Tourist Tax Rate	\$2.519	\$0.000	0.0%

Tax Contribution Comparison

	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Residential	65.6%	64.5%	66.3%	67.0%	67.0%	68.3%
Commercial	32.8%	33.7%	31.8%	31.4%	31.4%	31.2%
Seasonal Tourist	1.6%	1.8%	2.0%	1.7%	1.6%	0.5%
	<u>34.4%</u>	<u>35.5%</u>	<u>33.8%</u>	<u>33.1%</u>	<u>33.0%</u>	<u>31.7%</u>

2025/26 Budget Summary

Operating

Town General Operations \$ 11,318,200

Capital

Town Capital Projects \$4,690,000

\$16,008,200

	Value as Shown on Roll	For Losses On Appeals**	Subtotal	Grants in Lieu	Net Taxable Assessment
RESIDENTIAL					
Residential Property	\$ 359,430,000	\$ (350,000)	\$ 359,080,000	\$ 45,000	\$ 359,125,000
Resource Property	868,600	-	868,600		868,600
Total Residential	<u>360,298,600</u>	<u>(350,000)</u>	<u>359,948,600</u>	<u>45,000</u>	<u>359,993,600</u>
COMMERCIAL					
Commercial Property	59,436,300	(350,000)	59,086,300	8,336,200	67,422,500
Seasonal Tourist Business	1,495,400		1,495,400	-	1,495,400
Business Occupancy	-	-	-	-	-
Total Commercial	<u>60,931,700</u>	<u>(350,000)</u>	<u>60,581,700</u>	<u>8,336,200</u>	<u>68,917,900</u>
Total Assessment	<u>\$ 421,230,300</u>	<u>\$ (700,000)</u>	<u>\$ 420,530,300</u>	<u>\$ 8,381,200</u>	<u>\$ 428,911,500</u>

** Appeals allowance is based previous appeals history.

Tax Levy

Expenditures	\$ 11,318,200
Less: Revenue Other than Tax Revenue	<u>4,062,800</u>
Tax Levy	<u>7,255,400</u>

Calculation of Tax Rates

Total Net Taxable Assessment	428,911,500
General Tax Rate	<u>1.69</u>

TAX RATE CALCULATION

Tax Levy	\$ 7,255,400
Residential Assessment	359,993,600
Residential Tax Rate	\$ 1.376
Residential Tax Levy	4,953,600
Commercial Tax Levy	2,301,800
Commercial Assessment	67,422,500
Seasonal Tourist Assessment	1,495,400
Commercial Tax Rate	\$ 3.358
Seasonal Tourist Business Tax Rate	\$ 2.519

Historical Tax Rates

	2022/23	2023/24	2024/25	2025/26	Change
Residential	\$1.376	\$1.376	\$1.376	\$1.376	0.00%
Commercial	\$3.358	\$3.358	\$3.358	\$3.358	0.00%
Seasonal Tourist	\$2.519	\$2.519	\$2.519	\$2.519	0.00%

Properties Subject to Special Tax Agreements or Legislation

	Assessment	Taxes per Rate	Prov Grant
N.S. Dept. of Education (Fisheries Museum)*	\$ 3,672,100	\$ -	\$ 5,019
N.S. Dept. of Education (Bluenose Academy)	\$ 21,331,500	\$ -	\$ -

* The province is expected to pay a fire protection grant for the museum - \$5,019.
 The Bluenose Academy is charged the non-residential sewer rate per \$100/assessment as per the Town's Sewer By-Law.

Properties Whose Grant in Lieu of Taxes Varies With Tax Rate

Provincially Assessed Properties

	Assessment	Taxes per Rate	Actual GIL
His Majesty the King (Dufferin Street/DNR)	\$ 8,296,300	\$ 278,590	\$ 278,590
His Majesty the King (Green Street/DNR)	14,600	\$ 490	\$ 490
N.S. Trans. & Public Works (Mahone Bay Road)	5,800	\$ 195	\$ 195
N.S. Trans. & Public Works (Green Street)	15,000	\$ 504	\$ 504
N.S. Trans. & Public Works (Linden Avenue)	4,500	\$ 151	\$ 151
Total Commercial Exempt	\$ 8,336,200	\$ 279,930	\$ 279,930
Residential Exempt:			
His Majesty the King (Green Street/DNR)	\$ 45,000	\$ 619	\$ 619

	Assessment	Sewer per Rate	Actual GIL
His Majesty the King (Dufferin Street/DNR)	\$ 8,296,300	\$ 56,900	\$ 56,900

Federally Assessed Properties (nil)

Comparative Property Assessments & Tax Rates

	2025 # of Taxable Accounts	2024 # of Taxable Accounts	2025 Taxable Assessment*	2024 Taxable Assessment*	Difference
Residential	1223	1212	\$ 359,993,600	\$ 340,505,400	5.72%
Commercial	189	186	67,422,500	67,008,500	0.62%
Seasonal Tourist	3	5	1,495,400	1,928,600	-22.46%
			\$ 428,911,500	\$ 409,442,500	4.76%

Of the Residential property accounts in the Town; 886 or 72% are capped.
 * Taxable Assessment is based on an appeals allowance.

Tax Revenue

	Rates	Taxes		
Residential	\$1.376	\$ 4,953,600	1% Tax Revenue =	\$ 72,554
Commercial	3.358	2,264,100	\$0.01 Additional =	42,891
Seasonal Tourist	2.519	37,700	\$0.01 Residential =	35,999
			\$0.01 Commercial =	6,892
		\$ 7,255,400		

Seasonal Tourist Businesses

The Seasonal Tourist Business assessment class allows for qualifying businesses to be taxed at 75% of the commercial tax rate. There are currently 3 properties that qualify for this special assessment.

2025 Seasonal Tourist Assessments	\$ 1,495,400
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2025/26 Operating Budget
 Budgeted Staffing Summary

	FTE	Salaries & Benefits*
Corporate Services & Utilities	13.5	\$ 1,367,600
Community Development & Bylaw	5.0	\$ 523,000
Recreation	6.0	\$ 483,700
Public Works	16.0	\$ 1,546,800
	40.5	\$ 3,921,100

*Salaries & benefits are allocated to various departments and/or utilities based on assigned activities.

Budgeted Cost-of-Living Adjustment for 2025/26 is 3% (2024 NS-CPI 2.3%).

Town General - Operating Revenue					
ACCOUNT #	Notes	DESCRIPTION	2025/26 Budget	2024/25 Budget	2023/24 Actual
Taxes					
01-1-11-0000		<u>Assessable Property</u>			
01-1-11-1100	1	Residential Taxable Assessment	\$ 4,941,000	\$ 4,675,200	\$ 4,292,114
<u>Commercial</u>					
01-1-11-2100	1	Comm Taxable Assessment	1,984,100	1,963,200	1,697,286
01-1-11-2200	1	Seasonal Tourist Business	37,700	48,600	103,556
<u>Resource</u>					
01-1-11-5100	1	Resource Taxable Assessment	12,000	11,900	10,818
			6,974,800	6,698,900	6,103,774
Special Assessments					
<u>Frontage Rates</u>					
01-1-12-1000					
01-1-12-9100	2	Sewer Annual Charges	1,977,600	1,795,700	1,721,953
<u>Other Taxes</u>					
01-1-19-1100	3	Deed Transfer Tax-Capital Reserve Fund	325,000	350,000	411,467
01-1-19-1101	3	Deed Transfer Tax-Operating Fund	162,500	185,000	205,734
			2,465,100	2,330,700	2,339,154
Business Property					
01-1-14-2100	4	Based on Revenue - Bell Aliant	16,400	16,400	16,387
01-1-62-8800	5	HST Offset Grant	25,000	19,000	18,702
			41,400	35,400	35,089
Department Total			\$ 9,481,300	\$ 9,065,000	\$ 8,478,017
Grants in Lieu of Taxes					
<u>Provincial Government</u>					
01-1-23-0000					
01-1-23-1200	6	Dept. of Transportation	\$ 1,000	\$ 900	\$ 550
01-1-23-1300	6	His Majesty the King	279,600	286,700	269,567
01-1-23-1400	6	Sewer (previously included in general sewer revenue)	58,300	58,400	52,789
01-1-23-3100	6	Fire Protection - Museum/School	5,000	5,000	5,019
Department Total			\$ 343,900	\$ 351,000	\$ 327,925
Sales of Services					
<u>General Gov't Services</u>					
01-1-41-0000					
01-1-41-0200	7	Tax Certificates Fees	\$ 6,000	\$ 6,000	\$ 6,501
01-1-41-0210	7	Mortgage Company Service Charge	3,200	3,200	3,180
			9,200	9,200	9,681
<u>Environmental Health Services</u>					
01-1-44-0115	7	Region 6 Diversion/Map	25,000	15,000	19,103
01-1-44-0110		Sale of Compostainers	100	100	-
			25,100	15,100	19,103
<u>Environmental Develop. Services</u>					
01-1-46-0100	7	Zoning Permits & Certificates	3,500	3,500	3,458
<u>Recreation & Cultural Services</u>					
01-1-47-0100		Library Photocopy Revenue	300	300	332
<u>Protective services</u>					
01-1-42-0200	7	Fire Services (Rental Revenue)	100	100	-
<u>Transportation Services</u>					
01-1-43-0100	7	PW - Labour/Equipment (Charge Out)	50,000	50,000	35,624
01-1-43-0200	7	Parking Meter Revenue	155,000	180,000	124,875
			205,000	230,000	160,499
			\$ 243,200	\$ 258,200	\$ 193,073
Lunenburg War Memorial Community Centre & Arena					
Admissions					
<u>Arena</u>					
01-1-47-1030	8	Public Skating	\$ 10,000	\$ 10,000	\$ 14,901
<u>Community Centre</u>					
01-1-47-1110	9	Program Fees			
01-1-47-1110		Drop-in Sport Programs	17,000	8,000	14,769
01-1-47-1120		Weight Room Fees	2,000	3,500	3,926
01-1-47-1130		Fitness Classes	6,000	7,000	9,123
			35,000	28,500	42,719

Town General - Operating Revenue					
ACCOUNT #	Notes	DESCRIPTION	2025/26 Budget	2024/25 Budget	2023/24 Actual
		Rentals			
		<u>Arena</u>			
01-1-47-2020	10	Skate Sharpening	500	500	751
01-1-47-2040	11	Minor Hockey	77,000	77,000	62,191
01-1-47-2050	12	Hockey, Other & Practices	57,000	57,000	64,589
01-1-47-2070	13	School Skating	7,300	7,300	7,314
01-1-47-2080	14	Other Skating	4,700	4,700	1,946
01-1-47-2090	15	Summer Rentals	7,300	7,300	7,135
01-1-47-2091	16	Farmer's Market (Spring/Summer)	5,400	5,400	5,436
01-1-47-2095	17	Sign Rentals	10,000	8,300	8,226
		<u>Community Centre</u>			
01-1-47-3020	18	Rentals	24,000	23,000	23,578
01-1-47-3021	19	Farmer's Market (Fall/Winter)	10,500	10,500	9,839
01-1-47-3030	20	Meeting Room/Fitness Studio Rentals	10,000	5,200	7,802
01-1-47-3040	21	Grounds Rental	2,200	2,200	2,341
			215,900	208,400	201,148
		Rental - District School Board			
01-1-47-4010	22	School Bd. Rental of Auditorium/Grounds	37,200	36,400	34,732
		<u>Grants - Municipalities</u>			
01-1-47-5050	23	Operating Grant - MODL	50,000	50,000	40,000
		Miscellaneous Revenue			
01-1-47-8010		Miscellaneous	500	500	894
		Total Revenue - LWMCC & Arena	\$ 338,600	\$ 323,800	\$ 319,493
	24	<u>Other Revenue/Own Sources</u>			
		<u>Licenses and Permits</u>			
01-1-51-4100		Taxi Licenses	\$ 100	\$ 100	\$ 130
01-1-51-6100		Dog Licenses	1,000	1,000	523
01-1-51-7100		Building Permits	15,000	10,000	12,958
01-1-51-9100		Other Licenses & Permits	3,500	3,500	4,647
			19,600	14,600	18,258
		<u>Fines</u>			
01-1-52-0100		Fines-Parking Meter	12,000	6,500	5,861
01-1-52-0200		Fines-Court Fines	2,500	2,500	2,403
			14,500	9,000	8,264
	25	<u>Rentals</u>			
01-1-53-0050		Rentals - Band Stand	1,000	1,000	597
01-1-53-0100		Rentals and Leases	78,500	40,000	62,133
01-1-53-0110		Rental and Leases - Lun Academy	280,000	275,000	267,184
			359,500	316,000	329,914
		<u>Return on Investments</u>			
01-1-55-9100	26	Bank Interest	80,000	50,000	95,416
		<u>Penalties & Interest on Taxes</u>			
01-1-56-2100	27	Interest on Taxes	60,000	60,000	81,070
		<u>Miscellaneous</u>			
01-1-59-0050		Pin & Flag Sales/Etc.	1,000	1,000	1,787
		Insurance Settlements			-
01-1-59-0100	28	Donations	2,200	2,200	239
			3,200	3,200	2,026
			\$ 536,800	\$ 452,800	\$ 534,948
		<u>Department of Municipal Affairs</u>			
01-1-62-8100	29	Foundation Grant	\$ 50,000	\$ 50,000	\$ 50,000
01-1-62-8600		Farm Property Acreage	100	100	122
			\$ 50,100	\$ 50,100	\$ 50,122
		<u>Conditional Transfers/Fed. Or Prov. Gov'ts</u>			
		Federal Government			
01-1-71-7500		Canada Day Grant	\$ 3,800	\$ 800	\$ 3,360
		ACOA Non-repayable Contribution	75,000	137,000	-
			\$ 78,800	\$ 137,800	\$ 3,360
		Provincial Government			
		<u>Recreation & Cultural Services</u>			
		African Heritage Day Grant	-	-	500
		Planning Assistance Grant - Rec Facilities	-	-	-
01-1-62-8700		NS Recreation Facilities			4,883
		<u>Protective Services</u>			
01-1-75-2500		Civic Addressing Prov Grant	1,000	1,000	1,000
			\$ 1,000	\$ 1,000	\$ 6,383

Town General - Operating Revenue					
ACCOUNT #	Notes	DESCRIPTION	2025/26 Budget	2024/25 Budget	2023/24 Actual
		Conditional Transfers/Other Local Gov't			
		Transfer From Reserves-LAFF/Surplus	\$ -	\$ -	\$ 52,382
01-1-89-9900	30	Districts 1 & 2 Fire Commission	244,500	235,300	224,633
			\$ 244,500	\$ 235,300	\$ 277,015
		Total Revenue	\$ 11,318,200	\$ 10,875,000	\$ 10,190,336
		Non Property Tax Revenue	\$ 4,062,800	\$ 3,888,500	\$ 3,816,445
		Change in Non Property Tax Revenue	4.5%		

NOTES TO TOWN REVENUE ESTIMATES

1. 2025/26 Tax Revenues

2025/26 Tax Rates:

- \$1.376/\$100 Residential
- \$3.358/\$100 Commercial
- \$2.519/\$100 Seasonal Tourist Business

Historical Tax Rate Information

	Residential	Commercial
2025/26	\$1.376	\$3.358
2024/25	\$1.376	\$3.358
2023/24	\$1.376	\$3.358
2022/23	\$1.376	\$3.358
2021/22	\$1.376	\$3.318
2020/21	\$1.346	\$3.318
2019/20	\$1.351	\$3.358
2018/19	\$1.344	\$3.320
2017/18	\$1.333	\$3.286
2016/17	\$1.314	\$3.276
2015/16	\$1.314	\$3.276
2014/15	\$1.279	\$3.260

2. #01-1-12-9100 Sewer Annual Charges

RATES FOR 2025/26 WITH RESERVE TRANSFERS			
Classification	2025/26 Rate	2024/25 Rate	Yearly Change
Dwelling Unit	\$735.38	\$718.85	2.3% or \$16.53 per dwelling unit
Commercial Rate	70.27¢/100 of Assessment	68.69¢/100 of Assessment	2.3%
Churches - quarterly	\$431.91	\$422.20	2.3%

Sewer Revenue Contribution Comparison				
	<u>2025/26</u>	<u>2024/25</u>	<u>2023/24</u>	<u>2022/23</u>
Residential	50.9%	54.3%	56.5%	56.4%
Commercial	48.6%	45.2%	42.9%	43.0%
Churches	0.5%	0.5%	0.6%	0.6%

High Liner sewer rates are set by a negotiated contract.

The Sewer revenue is used to offset sewer operating costs, debt principal payment and sewer reserve transfers for future capital projects.

Sewer Costs & Funding

Collection & Disposal Estimate	\$1,309,700
Debt Repayment – Principal (see: Fiscal Services)	70,900
Reserve Transfer (General)	369,300
Reserve Transfer (Plant Upgrade)	286,000
Total Costs	\$2,035,900

Funding (Based on 2025 assessments)

Sewer Rates	\$2,035,900
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3. #01-1-1-19-1100/#01-1-19-1101 Deed Transfer Tax

Rate is 1.5%, revenue to be allocated 1% to Capital Reserve and 0.5% to General Operations.

4. #01-1-14-2100 Grant Bell Aliant

This is an annual grant based on annual revenues of Bell Aliant received from the 634 exchange for local service tolls.

5. #01-1-62-8800 HST Offset Grant

With the implementation of HST in 1997, the Town incurred additional costs. Previously the Town received 100% of the provincial tax back, now we receive only a 57.14% Provincial Tax Rebate. The province makes a grant to the Town to partially offset this additional cost.

6. #01-1-23-0000 Grants in Lieu

Federal Government

There are currently no Federally owned properties in the Town that are subject to Grants in Lieu of taxation.

Provincial Government

The grant in lieu of taxes for various Provincial properties is based on assessment and tax rates. The following properties are eligible for a Grant in Lieu of taxes:

Provincial Building on Green/Dufferin Street

Land on Green Street

Land on Mahone Bay Road

Land on Linden Avenue

The Town also receives a Provincial grant for Fire Protection for the Museum property.

7. Sale of Services

#01-1-41-0200 Tax Certificate Fees

Administration fee for preparation of tax certificates.

#01-1-41-0210 Mortgage Company Service Charge

This revenue source was introduced in 2009/10 based on administration charges for providing additional tax bills and listings to mortgage companies. Mortgage companies require detailed listings in specific formats. This fee is being increased to \$15 per account listing in 2024/25. This fee should continue to be adjusted by \$5 every five years, next increase will be in fiscal 2028/29.

#01-1-44-0115 Region 6 Diversion / Municipal Approved Programs

Revenue to the Town to assist with Public education, enforcement and other initiatives related to Waste Diversion.

#01-1-46-0100 Environmental Development Services – Zoning Permits

Planning Application Fees. Zoning Confirmation Letter fees also fall under this account.

#01-1-42-0200 Fire Services

Fire Services is reimbursed for training seminars conducted as well as any billings for clean-up of gas spills, etc.

#01-1-43-0100 Transportation Services – PW Labour/Equipment Recovery

This account is used to record Public Works labour and equipment charges for the Water and Electric Utilities.

#01-1-43-0200 Transportation Services – Parking Meter Revenue

Approximately 240 meters.

Current Parking Rates as approved on June 25, 2019

- \$2.00 for 60 minutes
- \$1.00 for 30 minutes
- \$0.50 for 15 minutes
- \$0.25 for 10 minutes

	<u>2025/26</u> <u>Budget</u>
<u>Revenue</u>	
Parking Meters	\$ 155,000
Parking Fines	12,000
	<u>\$ 167,000</u>
<u>Expenses</u>	
Public Works labour for coin collection	4,000
Repairs, maintenance & supplies	15,000
Interest on capital loan	-
	<u>\$ 19,000</u>
Net revenue before enforcement costs	<u><u>\$ 148,000</u></u>
By-Law Enforcement costs (See: Other Protective Services Budget)	<u><u>\$ 93,200</u></u>

LUNENBURG WAR MEMORIAL COMMUNITY CENTRE & ARENA

The rate schedule is at the end of this note section.

8. #01-1-47-1030 Public Skating

Reflects revenues from public skating, adult skating and family skating. In addition to regular public skates special toonie “pop-up” skates during unused/available rental space. Recreation Manager authority to approve these toonie “pop-up” skates to encourage more users.

9. #01-1-47-1110 Program Fees

Fees generated from registration for our fall, winter and spring fitness programs. Revenues have been estimated to reflect participation in our fitness programs, weight room and drop-in sport programs.

10. #01-1-47-2020 Skate Sharpening

The Arena purchased its own machine in 1998/99. Skate sharpening rates are \$5/pr. based on rates charged at other arenas.

11. #01-1-47-2040 Minor Hockey

Estimate based on projections.

12. #01-1-47-2050 Hockey, Other & Practices

Revenues from various gentlemen hockey leagues and teams. Estimate based on rates.

13. #01-1-47-2070 School Skating

Estimate for skating rentals by local schools.

14. #01-1-47-2080 Other Skating

Occasionally we rent ice time to other groups such as Sunday Schools, Cadets, Guides, Scouts, etc.

15. #01-1-47-2090 Summer Rentals

Rent received from various festivals and events.

16. #01-1-47-2091 Farmer's Market Rental (Spring/Summer)

This is the estimated rental fees at the Arena for the Farmer's Market.

17. #01-1-47-2095 Sign Rentals

Advertising signs in the arena per fee schedule. Any sponsorship of the Olympia is included in this account.

18. #01-1-47-3020 Auditorium/Kitchen Rentals

Rentals generated by various festivals, dances, receptions and banquets.

19. #01-1-47-3021 Farmer's Market Rental (Fall/Winter)

This is the estimated rental fees at the Community Centre for the Farmer's Market.

20. #01-1-47-3030 Meeting Room/Fitness Studio Rentals

These rooms are often rented for karate and other classes.

21. #01-1-47-3040 Grounds Rental (Parking Lot/Fields)

Estimate for Caravans, movie vehicles plus soccer field and ball field fees.

22. #01-1-47-4010 School Board Rental

The SSRCE leases from the Town, for the Bluenose Academy, soccer field, track and field, softball field and 50 parking spaces. Lease period July 1 to June 30 with annual CPI adjustments.

23. #01-1-47-5050 Operating Grant - Municipality

Each year the Municipality of the District of Lunenburg provides a grant to help offset operating deficits of the Arena. We requested \$50,000 for this fiscal year.

24. Revenue from Own Sources

N.B. - all Town fees (licenses and permits) will be adjusted by NS-CPI from the previous calendar year.

#01-1-51-6100 Dog Licenses

Dog license revenue is estimated based on approved fees.

#01-1-51-7100 Building Permits

Building permit rates are a flat fee plus 0.2% of the estimated construction value.

#01-1-52-0100 Parking Meter Fines; #01-1-52-0200 Court Fines

Fines reflect projected actuals.

25. #01-1-53-0100 & 01-1-53-0110 Rentals and Leases – Town Buildings including the Lunenburg Academy

Rentals and Leases includes rent paid by the Electric and Water Utilities for use of the Town Hall and Blue Building, rental of old Fire Hall, CN Station (Second Story), Blue Building (Navy League).

The Lunenburg Academy rentals include: LAMP, South Shore Genealogical Society and commercial tenants. Also included in this budget estimate is rental for the Lunenburg Library Branch for the year. Budget estimate is based on projected occupancy.

26. #01-1-55-9100 Bank Interest

Estimate based on banking agreement with TD Canada Trust (Prime rate less 1.75%).

27. #01-1-56-2100 Interest on Taxes

Interest on taxes based on a rate of 1.5% per month.

28. #01-1-59-0100 Donations

Miscellaneous donations to the Town.

29. #01-1-62-8100 Foundation Grant (Basic Operating Grant)

All municipal units are given a basic operating grant of \$50,000.

30. #01-1-89-9900 District 1&2 Fire Commission

Districts 1 & 2 cost share Fire Protection and pay a 6.5% administration fee.

LUNENBURG WAR MEMORIAL COMMUNITY CENTRE & ARENA FEE SCHEDULE

2025/26 Rates

Community Centre

Meeting/Fitness rooms	/hr	32.00
Auditorium only - full day*		387.00
New Year's Eve*		807.00
Recreational Use - auditorium only	/hr	41.00
Recreational Use - auditorium & kitchen	/hr	51.00
Kitchen - full day		197.00

Arena Ice Time

			Resurfacers Surcharge	Base Rate
Prime	/hr	201.00	4.00	197.00
Non Prime	/hr	170.00	4.00	166.00
Youth & Schools	/hr	170.00	4.00	166.00
Mornings - not including March Break (8:00am to 12:00pm M-F)	/hr	133.00	4.00	129.00

Arena Summer Rentals

Per Hour	82.00
Per Day	794.00

Arena Sign Rentals

Display Signs (4'x8')	301.00
Ice Resurfacers Signs (per side)	902.00
In Ice Ads	320.00

Public Skating

Youth	3.00	NC
Youth Season Pass	100.00	
Adult	4.00	NC
Adult Season Pass	128.00	
Family Season Pass	172.00	
Pop-up Public Skates	2.00	NC
Skate Sharpening	5.00	NC

Vehicle Parking

With electrical hook-up	/day	32.00
Without hook-up	/day	27.00
Commercial hook-ups	/day	41.00
Commercial without hook-ups	/day	34.00

Field Rentals

<i>Softball Field</i>	
Per season (per team)	248.00
Per game	16.00
Per season - Youth (per team)	117.00

<i>Soccer Field</i>	
Per Game	39.00
Per Season (per team)	337.00
Per Season - Youth (per team)	208.00

<i>Track</i>	
Full Day	213.00

Fitness Program	/mo	51.00
Weight Room	/mo	51.00
Weight Room - purchased in 4 month block		181.00
Weight Room - youth rate	/mo	12.00
Weight Room Key Deposit		40.00
Sr. Fitness	/session (15 weeks)	90.00
Drop in fee - badminton		5.00 NC
Drop in fee - pickleball		4.00 NC

Bandstand

Per hour	24.00
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N.B.- Rates as noted were adjusted by 2024 NS-CPI of 2.3%

*Plus Socan Fees if applicable including HST

Effective April 1, 2019 - For Fitness instructors who book the Fitness Room and run classes open to the public of 5 hours or more per week receive a 25% discount on rental rates, providing there is a minimum 6 month rental commitment.

General Government Services Expenditure Budget (Administration & Finance)					
ACCOUNT #	Notes	Description	2025/26 Budget	2024/25 Budget	2023/24 Actual
		General Gov't Services			
		Legislative			
01-2-11-1100	1	Mayor - Honorarium	\$ 37,600	\$ 34,600	\$ 23,220
		Less: Allocation to Utilities	(18,800)	(17,300)	(10,496)
			18,800	17,300	12,724
01-2-11-3100	1	Councillors - Honorarium	123,000	113,600	107,000
		Less: Allocation to Utilities	(61,500)	(56,800)	(53,500)
			61,500	56,800	53,500
01-2-11-9300	2	Council Conferences & Training	15,000	15,000	8,075
		Less: Allocation to Utilities	(7,500)	(7,500)	(5,804)
			7,500	7,500	2,271
01-2-11-3200		Mayor & Councillors Meeting Travel	1,000	1,000	1,312
01-2-11-9100	3	Other Legislative Expense	4,500	4,500	4,596
01-2-11-9210	4	Anti-Racism Special Committee	25,000	25,000	8,819
			118,300	112,100	83,222
		General Administrative			
		Office Building			
01-2-12-1410	5	Janitorial Contract	21,000	21,000	18,069
01-2-12-1420		Fuel	22,000	26,000	19,513
01-2-12-1430		Electricity	14,000	9,400	10,236
01-2-12-1440		Water	1,100	1,100	1,168
01-2-12-1445	6	Sewer	4,600	4,100	4,121
01-2-12-1450		Insurance (Town Hall)	18,200	14,200	12,362
01-2-12-1460	7	Janitor Supplies	1,200	1,200	281
01-2-12-1470	8	Maintenance & Repairs	70,000	70,000	20,798
			152,100	147,000	86,548
		Financial Management			
01-2-12-2200	9	Accounting Salaries	276,500	231,000	207,000
		Less: Allocation to Utilities	(157,200)	(184,700)	(169,273)
			119,300	46,300	37,727
01-2-12-2700		Payroll Admin Charges	1,400	1,400	1,878
01-2-12-2800	10	Banking Charges	1,800	1,800	1,243
			122,500	49,500	40,848
		Legal and Other Professional Fees			
01-2-12-1500	11	Solicitors	75,000	75,000	73,855
01-2-12-1505		Wastewater Legal Allocation	(10,000)	(10,000)	(3,923)
			65,000	65,000	69,932
01-2-12-2500		Audit Fees	10,000	10,000	8,343
01-2-12-2505	11	HR Consultant Supports	60,000	25,000	20,085
01-2-12-2XXX	11	Reviews and Plans	30,000	-	-
			165,000	100,000	98,360
		Taxation			
01-2-12-4300	13	Tax Exemptions - Individuals	40,000	40,000	36,250
01-2-12-4350	14	Tax Exemptions (Section 71)	43,300	43,400	40,218
			83,300	83,400	76,468
		Common Services			
01-2-12-6000	15	Assessment Costs	50,900	49,500	47,954
		Valuations and Allowances			
01-2-82-1100		Uncollectible Taxes & Sundries	-	-	-
		Other General Admin. Services			
01-2-12-9009	16	Accessibility Plan Development	8,000	8,000	2,547
01-2-12-9010		Advertising	2,000	2,000	410
01-2-12-9020		Stationery & Supplies	2,500	2,500	1,232
01-2-12-9030		Postage	2,400	2,400	2,566
01-2-12-9040		Telephone	2,400	2,400	2,632
01-2-12-9050		Computer Maintenance	14,400	12,000	9,468
			31,700	29,300	18,855

General Government Services Expenditure Budget (Administration & Finance)					
ACCOUNT #	Notes	Description	2025/26 Budget	2024/25 Budget	2023/24 Actual
		<u>Salaries and Benefits</u>			
01-2-12-1100	17	Salaries - Corporate Services Staff	799,200	718,000	653,008
		Less: Allocation to Utilities or Other Depts	(482,800)	(397,700)	(358,856)
			316,400	320,300	294,152
01-2-12-1102	18	Staff Training & Professional Development	10,000	14,000	1,985
01-2-19-9010		Workers Compensation	11,400	7,800	6,298
01-2-19-9030		Employment Benefits: CPP/EI	31,700	31,700	23,668
01-2-19-9050		Town Pension/RRSP	25,600	20,000	17,483
01-2-19-9060		Medical Plan	35,600	25,400	24,647
01-2-19-9070		Holiday and Long Service Awards	500	500	2,142
01-2-19-9090	19	Other Employment Benefits	8,800	8,800	32,774
			440,000	428,500	403,149
		<u>Other General Gov't Services</u>			
		<u>Elections</u>			
01-2-19-1100	20	Elections, Plebiscites, etc.	-	22,000	7,507
		<u>General Accident & Damage Liability Claims</u>			
01-2-19-3100		Liability Insurance & Claims	11,500	11,500	9,982
		<u>Grants</u>			
01-2-19-5100	21	Grants to Organizations	42,000	42,000	28,034
		<u>Other General Services</u>			
01-2-19-9080	22	Subscriptions & Memberships	8,000	8,000	1,644
		Department Total	\$ 1,225,300	\$ 1,082,800	\$ 902,571
		Budget Change	\$ 142,500		
			13.2%		

NOTES TO GENERAL GOVERNMENT SERVICES BUDGET

1. Annual Council honorariums:

	Effective Nov.1, 2024	Effective Nov.1, 2025
Mayor	\$35,393	\$36,207
Deputy Mayor	\$28,312	\$28,963
Councillor	\$17,564	\$17,968

Per November 2014 motion Council honorariums are adjusted by NS-CPI for the preceding calendar year effective each November 1st.

The Council honorariums are allocated 50% to General Government and 25% to each of the utilities.

2. #01-2-11-9300 Council Conferences & Training

Conferences, training and professional development for the Mayor and Councillors.

Allocation to the Electric and Water Utility budgets is 50%.

3. #01-2-11-9100 Other Legislative Expenses

Included in this item is 1/3 telephone for Corporate Services (1/3 to Other General Admin Telephone and 1/3 to Electric Utility) and advertising ads associated directly with Town Council. Also included are memorial donations/flowers, Remembrance Day Wreaths and Council Printing/Office Supplies. This also includes the \$500 annual bursary for a graduating student from PVEC (student must reside in Lunenburg).

4. #01-2-11-9210 Anti-Racism Special Committee

Support costs for anti-racism initiatives, which includes costs to participate in the Regional service sharing.

5. #01-2-12-1410 Janitorial Contract

Contract costs for the Town Hall.

6. #01-2-12-1445 Sewer

Sewer rates have been budgeted at the 2024/25 proposed rates. The assessment for the Town Hall for 2025 is \$622,450. (AAN 04647327)

7. #01-2-12-1460 Janitor's Supplies

Estimate based on anticipated need.

8. #01-2-12-1470 Maintenance and Repairs – Town Hall

Operating maintenance*	\$5,000
General Building Repairs	\$25,000
Building Condition Assessment	\$40,000
Total Budget	\$70,000

*Includes, Test Fire Extinguishers, Monitor Fire Alarm & Burglar Alarm, Sprinkler System (test), Furnace Maintenance (cleaning) and Clean & Repair Rain Gutters.

9. #01-2-12-2200 Accounting Salaries

The Town's portion of salaries for the Finance Director, Deputy Director of Finance and Accountant are shown under this category as per the Municipal Accounting and Reporting Manual. A portion of their salaries are also allocated to the Water and Electric Utilities based on actual time spent working for the utilities.

10. #01-2-12-2800 Banking Charges

This includes a portion of banking charges for town bank accounts.

11. Professional Fees

Legal

All legal for the Town is consolidated under the General Government budget. Budget amount is based on anticipated needs for the upcoming year.

HR Supports

The budget for this contracted support is based on the anticipated needs for the upcoming year. This includes the recruitment of a permanent CAO.

Reviews & Plans

This budget is included for the undertaking of any strategic plans or other reviews Council may wish to undertake in the upcoming fiscal year.

13. #01-2-12-4300 Tax Exemptions – Individuals

Budget is based on exemption criteria and exemption levels shown below. Adjustment for NS-CPI for 2024 of 2.3%.

<u>Gross Household Income</u>	<u>Exemption</u>
\$34,311 or less	\$1,000
\$34,311 to \$40,030	\$500
\$40,031 to \$45,749	\$250
Over \$45,749	NIL

14. #01-2-12-4350 Tax Exemptions (Section 71)

Re: Municipal Government Act Section 71. These are the estimated grants under the Town’s Tax Exemption By-law #43 for the exemption of taxation for the Lunenburg Swimming Pool, and Tourist Bureau. A partial exemption of the difference between Commercial and Residential rates for the Lunenburg Heritage Society Knaut Rhuland House, Lunenburg Curling Club and the Lunenburg Day Care. Based on 2025 assessments and approved 2024/25 tax rates of \$1.376 residential and \$3.358 commercial.

Lunenburg Swimming Pool	\$3,976
Tourist Bureau	\$19,812
Lunenburg Heritage Society	\$6,220
Lunenburg Curling Club	\$5,795
Lunenburg Day Care	\$7,498
Total Budget	\$43,301

15. #01-2-12-6000 Assessment Services – PVSC

Our estimated share of assessment costs for the upcoming year. The Town’s share of the PVSC budget is calculated based on our uniform assessment in relation to the other municipalities in the province.

16. #01-2-12-9009 Accessibility Plan Development

The Town of Lunenburg is a member of the Lunenburg Accessibility Advisory Committee. The Town’s portion of this regional service is included in this budget line. The cost will be shared evenly by General Government, Transportation and Recreation and Cultural Services. The total amount is \$24,000.

17. #01-2-12-1100 Salaries – Corporate Services Staff

Salaries for all Corporate Services Administration and Finance Staff are shared with other department and the utilities. These allocations are reviewed annually to ensure their continued relevance and accuracy.

18. #01-2-12-1102 Staff Training & Professional Development

Budget for staff training and development, cost shared with utilities.

19. #01-2-19-9090 Other Employment Benefits

This account includes Councillors' and staff Employee Assistance Program ("EAP") and an accrual for retirement benefits based on the Town's personnel policy.

20. #01-2-19-1100 Municipal Election

Next Municipal Election to be held in fall 2028.

21. #01-2-19-5100 Requests/Grants

Application deadline is March 31, 2025.

The listing of the approved 2025/26 Grants will be posted to the Town's website when approved by Council. <https://www.explorelunenburg.ca/finances-and-tax-rates.html>

This budget does include \$10,000 for the Lunenburg County Wheel request submitted to Council. Should Council wish this could be made a permanent line item in this and future budgets, it would then be incorporated into the Transportation section of the budget.

22. #01-2-19-9080 Subscriptions and Memberships

Budget for subscriptions and memberships include Federation of Canada Municipalities, Nova Scotia Federation of Municipalities, Association of NS Administrators, Lunenburg Board of Trade, Fisheries Museum of the Atlantic and Nova Scotia Town Caucus.

Other Protective Services Expenditure Budget					
	Notes		2025/26	2024/25	2023/24
ACCOUNT #		DESCRIPTION	Budget	Budget	Actual
		<i>Police Protection</i>			
01-2-21-1000	1	RCMP	\$ 1,123,100	\$ 1,073,000	\$ 1,007,475
01-2-21-1100	2	DNA Casework Analysis (RCMP)	2,800	2,800	3,108
		Section Total	1,125,900	1,075,800	1,010,583
		<i>By-Law Enforcement</i>			
		<i>Legal</i>			
01-2-22-6010	3	Prosecuting Attorney	2,000	2,000	224
		<i>Salaries & Benefits</i>			
01-2-22-9010	4	By-Law Enforcement Officer	88,200	80,000	10,660
01-2-22-9015	4	By-Law Officer - Support Costs	5,000	5,000	102
		<i>Transfer to Correction Services</i>			
01-2-22-9200	5	Provincial Corrections Facilities	-	-	42,157
		Section Total	95,200	87,000	53,143
		<i>Emergency Measures</i>			
01-2-25-1100	6	Emergency Management Planning	25,000	25,000	12,228
		Section Total	25,000	25,000	12,228
		<i>Protective Inspections</i>			
		<i>Building Inspection</i>			
01-2-29-2010		Building Inspector - Contract	53,000	53,000	24,991
01-2-29-2045		Liability Insurance	700	700	556
01-2-29-2050		Legal Services - legal consolidated under General Govt	-	-	-
01-2-29-2080		Advertising	100	100	-
		Section Total	53,800	53,800	25,547
		<i>Fire Inspection</i>			
01-2-29-2110		Fire Inspector - Contract	26,000	26,000	27,823
01-2-29-2145		Liability Insurance	700	700	556
01-2-29-2150		Legal Services - legal consolidated under General Govt	-	-	-
01-2-29-2180		Advertising	100	100	-
		Section Total	26,800	26,800	28,379
		<i>Animal and Pest Control</i>			
01-2-29-3100		Stray Animals	1,000	1,000	128
		<i>Other</i>			
		Lunenburg County Senior's Safety Funding	2,200	2,200	2,231
01-2-29-9100		Unightly/Dangerous Buildings	-	-	-
		Section Total	3,200	3,200	2,359
		Department Total	\$ 1,329,900	\$ 1,271,600	\$ 1,132,239
		Budget Change	\$ 58,300		
			4.6%		

NOTES TO OTHER PROTECTIVE SERVICES BUDGET

1. **#01-2-21-1000 RCMP Costs**

The budgeted costs as per the Provincial Police Service Agreement for five (5) officers, contribution to four (4) advisory positions and our share of the centralized dispatch service are based on the 20-year Provincial Police Service Agreement contract beginning April 1, 2012.

An estimated increase of 5.0% has been used in calculating this budget.

Previous Year Actuals

2019/20 (1.0% increase)	\$ 794,700
2020/21 (2.6% increase)	\$ 815,500
2021/22 (4.93% increase)	\$ 855,700
2022/23 (11% increase)	\$ 950,076
2023/24 (6.04% increase)	\$1,007,475
2024/25 (6.2% increase)	\$1,069,552

2. **#01-2-21-1100 DNA Casework Analysis (RCMP)**

The Province charges for DNA casework analysis. This is charged to all municipal units based on uniform assessment regardless of their actual use.

3. **#01-2-22-6010 Prosecuting Attorney**

Crown Prosecutor fees for Motor Vehicle Act and Liquor Control Act Summary Offence Ticket prosecutions.

4. **#01-2-22-9010/15 By-Law Enforcement Officer**

Budget includes 1 FTE staff member salary, benefits.

Support costs include uniforms, IT and other equipment, etc.

5. **#01-2-22-9200 Provincial Corrections Facilities**

Previously this budget was for Town to pay a mandatory contribution to the Province for correction facilities and services. This funding was based on 50% uniform assessment and 50% dwelling units. Through the Provincial-Municipal Service Exchange Agreement effective April 1, 2024 this expenditure will no longer be the Town's responsibility. These funds are now being directed to our Capital Reserves for infrastructure, see Fiscal Services section.

Prior historical summary

Municipal Costs		
2018/19	\$41,052	
2019/20	\$41,077	
2020/21	\$41,236	
2021/22	\$41,566	
2022/23	\$41,552	
2023/24	\$42,000	Budget

6. **#01-2-25-1100 Emergency Management Planning**

Equipment, Supplies, Training, Conferences and Travel	\$1,400
TMR Airtime Package	400
Cell phones	200
EMO Coordinator honorarium	1,300
Regional Emergency Management Organization	21,700
	\$25,000

7. **Revenue Sources**

See the Town Revenue Section for fees relating to the above expenditures:

- Court Fines (Acct #01-1-52-0200)
- EMO Civic Addressing (Acct # 01-1-75-2500)
- Building Permits (Acct # 01-1-51-7100)
- Dog Licenses (Acct # 01-1-51-6100)

Fire Protection Expenditure Budget					
ACCOUNT #	Notes	DESCRIPTION	2025/26 Budget	2024/25 Budget	2023/24 Actual
		<u>Administration</u>			
01-2-24-1100	1	Fire Prevention & Advertising	\$ 1,700	\$ 1,700	\$ 1,319
01-2-24-1300	3	Liability Insurance	11,500	12,200	10,193
01-2-24-1510	4	Association Dues - Chief & Deputy Chiefs	800	800	400
01-2-24-1520	5	Conventions - Chief	1,800	1,800	1,797
01-2-24-1620		Employment Benefits	7,600	8,900	4,058
01-2-24-1650		Medical Plan	1,700	1,400	1,482
01-2-24-1700	6	Office Supplies & IT Services	3,200	3,200	2,255
		<u>Fire Fighting Force</u>			
01-2-24-1400	7	Workers Comp. (Super, Substitutes & Standby)	2,000	1,800	1,422
01-2-24-1420	7	Workers Comp. - Firefighters	12,400	10,900	8,225
01-2-24-1201	8	Firefighters - EAP		2,000	-
01-2-24-2010	9	Superintendent	69,500	65,300	63,246
01-2-24-2015		Car Allowance - Superintendent	1,200	1,200	1,200
01-2-24-2020	10	Storm Stand-By	2,200	2,200	664
01-2-24-2030	11	Honorariums - Firefighters	57,300	56,300	54,111
		<u>Water Supply and Hydrants</u>			
01-2-24-5100	12	Fire Protection Rates *	328,900	328,900	328,900
		<u>Training</u>			
01-2-24-6020	13	Training	20,000	20,000	18,748
		<u>Fire Stations & Buildings</u>			
01-2-24-3010	14	Telephone Line Rental - Alarm	1,900	1,900	1,493
01-2-24-7010	15	Answering Service	11,500	10,300	10,862
01-2-24-7020	16	Telephone	8,500	8,500	7,658
01-2-24-7025	17	Data Information Systems	4,900	4,900	2,369
01-2-24-7030	18	Heating Fuel	20,800	25,500	16,914
01-2-24-7040	19	Insurance - Building	8,500	9,500	7,943
01-2-24-7050	20	Electricity	18,000	16,900	17,068
01-2-24-7060	21	Water	3,100	3,100	2,923
01-2-24-7065	22	Sewer	14,700	13,800	14,013
01-2-24-7070	23	Janitor Supplies	2,500	2,500	1,402
01-2-24-7080	24	Repairs to Building	16,500	16,500	10,379
		<u>Fire Fighting Equipment</u>			
01-2-24-7090	25	Interest on Capital Loan *	11,600	14,600	9,782
01-2-24-8010	26	Vehicle/Equip. Maint. Contract	13,600	13,600	13,040
01-2-24-8020	27	Gas and Supplies	12,000	12,000	10,052
01-2-24-8031	28	Repairs #1 2015	5,000	5,000	24,546
01-2-24-8032	28	Repairs #2 2020 Engine	4,000	4,000	1,664
01-2-24-8033	28	Repairs #3 '10 Engine	6,000	6,000	8,033
01-2-24-8034	28	Repairs #4 '22 Heavy Rescue	3,500	1,500	1,527
01-2-24-8036	28	Repairs #6 '02 Tanker	4,000	4,000	32,705
01-2-24-8037	28	Repairs #7 New in 23-24	2,000	2,000	1,028
01-2-24-8038	28	Repairs #8 Boat & Trailer	9,000	9,000	5,662
01-2-24-8040	29	Insurance on Trucks/Equipment	24,000	22,300	18,585
01-2-24-8050	30	Hose, Clothing and Equipment	16,700	16,700	17,242
01-2-24-8051	31	PPE - PERSONAL PROTECTIVE EQUIPMENT	36,000	24,000	12,000
01-2-24-8060	32	General Equipment Repair	7,000	7,000	6,453
01-2-24-8080	33	Repairs - Recharging Equipment	5,000	5,000	2,414
01-2-24-8090	34	Radio and Paging Repairs	2,000	2,000	3,659
		<u>Other</u>			
01-2-24-9040	35	Medical Expenses	1,500	1,500	1,250
01-2-24-9045	36	Fire Fighter Recognition Dinner	2,500	2,500	1,960
01-2-24-9050	37	Rental - Blue Storage Building	600	600	-
		Junior Fire Fighting Program	1,000	-	-
		Travel to Canadian Fallen Firefighters Ceremony	-	-	-
		Department Total	\$ 799,700	\$ 785,300	\$ 762,646
		*Non-shareable expense			
		Budget Revenue Dist 1&2 Cost Sharing	2025/26	2024/25	2023/24
		Dept Total	\$ 799,700	\$ 785,300	\$ 762,646
		Less:			
		Fire Protection Rates	(328,900)	(328,900)	(328,900)
		Interest	(11,600)	(14,600)	(9,782)
			459,200	441,800	423,964
		Dist Share @ 50%	229,600	220,900	211,982
		Add: 6.5% Administration	14,924	14,359	13,779
			\$ 244,524	\$ 235,260	\$ 225,760
		Budget Change	\$ 14,400		
			1.8%		

NOTES TO FIRE PROTECTION BUDGET

The Town and the Municipal District 1 & 2 have a cost-sharing agreement for the Lunenburg Fire Department. This 20-year agreement renewed in February of 2021 for an additional 5-year term. The agreement automatically renews every 5 years unless one party gives a 1 year termination notice. District 1 & 2 pays 50% of the operating budget of shareable expenditures only. In addition, District 1 & 2 pays a 6.5% administration charge based on shareable expenditures less any revenue received by the Town for billable fire expenditures.

As per the cost-sharing agreement, each parties' interest in Capital expenditures is determined by mutual agreement at the time the Capital Budget is set.

1. #01-2-24-1100 Fire Protection & Advertising

Planned advertising includes:

Burning permits, by-laws, etc.	
Fire Prevention hand out materials for schools, day-care & nursery schools	\$560
Fire Prevention radio advertisements	\$500
Sign advertisement in the bowling alley	\$180
Sign advertisement in the curling rink	\$220
Sign advertisement in the arena	\$240

The Fire Department will reimburse any costs over \$1,700.

2. #01-2-24-1200 Council Honorariums & Staff Meeting Pay

Staff meeting pay has been eliminated.

The Town's portion of Council Honorariums are now allocated 100% under General Government Budget. Council Honorariums are not cost shareable with Districts #1 & #2 Fire Commission.

3. #01-2-24-1300 Liability Insurance

Insurance costs are budgeted based on the estimated rates for the upcoming fiscal year.

4. #01-2-24-1510 Association Dues – Chief & Deputy Chiefs

- The cost of annual dues for the Fire Chief and Deputy Chiefs (2)
- Canadian Association of Fire Chiefs
- Canadian Volunteer Fire-fighter's Association
- Maritime Fire Chief's Association
- Fire Service Association of Nova Scotia
- Nova Scotia Fire Fighter's School
- Lunenburg Regional Fire & Emergency Services
- Canadian Fallen Fire-fighter's Foundation
- Public Fire Marshall Safety Council

Since 2018/19 the Fire Department requested that the Town cover the full amount of these costs, the budget has been prepared following this practise.

5. #01-2-24-1520 Conventions – Chief

The Town has a \$1,200 limit per individual for convention expenditures annually. In fiscal 2017/18 Council agreed to increase the chief's convention expenditures to \$1,800 to offset his attendance at two conferences and noted that any expenditures over the \$1,800 will need to be covered by the Fire Department.

6. #01-2-24-1700 Office Supplies & IT Services

This account includes copy paper and office supplies. This account also includes costs related to IT maintenance.

7. #01-2-24-1400; #01-2-24-1420 Workers Compensation

2025 Workers Compensation rates:	
Superintendent, Substitutes & Stand-by	\$2.88/\$100
Volunteer Fire Fighters	\$0.99/\$100

Based on \$25,000/annum per member for 50 members as approved by the Protective Services Committee. Actual WCB claims are based on income from all sources.

8. #01-2-24-1201 Firefighters EAP

Currently this program is being run and funded by the Province. If at any point the Provincial program is cancelled then the Fire Chief requests that the volunteer members have access to the Town EAP program. The anticipated cost for 50 members is \$2,000.

9. #01-2-24-2010 Superintendent, Contracted Superintendent & Substitutes

The budget includes salary and benefits for the full-time Fire Hall Superintendent.

Substitutes are to be paid at the following rates:

\$15.70/hour (minimum wage as of April 1, 2025, increasing to \$16.50 on October 1, 2025)

- Delivery and pick-up of vehicles
- Attendant role at the Fire Department for deliveries, maintenance and other services
- Cleaning

\$18.00/hour

- Repair and maintenance of trucks and equipment

\$20.00/hour

- Repair and maintenance of trucks by Licensed Automotive Service Technician

10. #01-2-24-2020 Storm Stand-by

Also included is an amount for Standby Crews for storms. This labour is paid at minimum wage rate.

11. #01-2-24-2030 Honorariums - Firefighters

The total amount for honorariums paid out to the department is \$62,934 which includes the applicable HST. The budget expense is less the Municipal HST Rebate and amounts to \$57,335.

The Honorariums for 2025/25 have been increase by the 2024 NS-CPI.

Fire Department:	\$51,951	(\$50,021 + HST = \$57,024)
Fire Chief:	5,384	(\$5,184 + HST = \$5,910)
	<u>\$57,335</u>	

The Fire Department Honorariums are distributed among the members at the discretion of the Department.

12. #01-2-24-5100 Fire Protection Rates

Per the water rate as approved by the NSURB effective April 1, 2024. This item is not cost shareable with Municipal Districts #1 and #2 Fire Commission as per the written agreement we have with them.

13. #01-2-24-6020 Training

The Fire Department Training Officer sets up training courses and sends information to Fire Hall Superintendent to complete the purchase orders for payment through this budget account. The Fire Department may change courses as required to train firefighters.

Courses may include the following:

Level I Fire Fighter Course (per member)	\$ 2,500
Officer Training Tactics	1,000
FDIC (per member)	400
D/C Chief Conference*	1,400
Thermal Imaging Camera	1,000
Rapid Intervention Team	1,000
Medical First Responders (per member)	300
Vehicle Extrication	1,000
Ice Rescue	1,000
First Aid/CPR (per member)	50
Aerial Operations	1,000
EHS Symposium (per member)	100
Safety Officer	1,000
South Shore Mutual Aid (per member)	20
Books/Videos	500
Mobile Burn Unit (per member)	300
Fall Arrest (per member)	50
Sim-U-Share Program	600
Class 3/Air Brake (per member)	100
Small Vessel Operator Proficiency (per member)	1,000
Miscellaneous (new courses)	2,000

*The Town has a \$1,200 limit per individual for convention expenditures annually

14. #01-2-24-3010 Telephone Line

This account includes the paging system at Lunenburg Academy (634-9405) and alarm security line.

15. #01-2-24-7010 Answering Service

Estimate based on the following, dispatch services contracted with Scotia Business, monitoring charges, and line charges.

16. #01-2-24-7020 Telephone

Includes:

Office, 634-8343
Fax, 634-4145
Club Room, 634-4112
Internet Services for Hall
TMR radio
Cell Phones/Services:
Superintendent
Fire Chief
Deputy Chief <i>*new fiscal 24-25</i>
For trucks x 3
iPads in trucks x 6

17. #01-2-24-7025 Data Information

Radio & Repeater License	\$2,200
Fire Dept Computer Maintenance	1,700
I am Responding (previously Fire Q) License	1,000
	<u>\$4,900</u>

18. #01-2-24-7030 Fuel

Fuel estimate based on anticipated usage at projected pricing. Heat pumps were installed in the Fire Hall auditorium, club room, office and communications room in 2020/21.

19. #01-2-24-7040 Insurance - Building

Budget based on estimated rates.

20. #01-2-24-7050 Electricity

Based on current consumption rates and anticipated usage. Electric heat pumps were installed in the Fire Hall auditorium, club room, office and communications room in 2020/21.

21. #01-2-24-7060 Water

Estimate based on current water consumption and approved rates.

22. #01-2-24-7065 Sewer

Budgeted using current approved rates at current assessment (AAN 08204233) of \$2,097,200.

23. #01-2-24-7070 Janitor Supplies

Covers the cost for cleaning products and supplies.

24. #01-2-24-7080 Repairs to Building

Building system tests and inspections	\$2,000
Building system repair and maintenance	3,000
Vehicle exhaust system maintenance	1,500
Miscellaneous repairs and maintenance *	10,000
	<u>\$16,500</u>

*Includes items such as paint, floor repair, door service, grease traps, etc.

25. #01-2-74-7090 Interest on Capital Loan

Interest estimates on capital loans are as follows:

Project	Year	Original Loan Amount	2025/26 Interest
Aerial Ladder Truck	2015/16	\$448,887	\$1,941
Pierce Pumper/Tanker	2020/21	\$327,550	\$5,546
#4 Rescue	2024/25	\$175,531	\$4,092

26. #01-2-24-8010 Vehicle/Equipment Maintenance Contracts

Vehicle pump maintenance contract	\$ 2,200
Breathing apparatus contract	2,100
Cascade compressor contract	2,300
Lifepak (AED) maintenance contract	1,400
Ladder Truck Inspection	5,000
Hurst jaws & cutters maintenance contract	<u>600</u>
	<u>\$13,600</u>

27. #01-2-24-8020 Gas and Supplies

Based on projected litres consumed at projected pricing. This budget amount also includes the oil, grease, filter and fluids to do two in-house services of each vehicle yearly and materials to do monthly service on Ladder Truck in-house.

28. #01-2-24-8031-#2-24-8038 Repairs to Trucks

These accounts are budgeted separately for each vehicle as well as a general equipment repair account. Budgeted costs for each vehicle are estimated based on vehicle age and actual repair costs.

Includes in-house labour when working on vehicles at \$18.00/\$20.00 per hour.

29. #01-2-24-8040 Insurance on Trucks/Equipment

Budget based on estimated rates.

30. #01-2-24-8050 Hose, Clothing and Equipment

As required by the Fire Department.

31. #01-2-24-8051 PPE – Personal Protective Equipment (Turnout Gear)

Firefighter turnout gear (bunker pants & coat, gloves, helmet, boot, etc.) are all to be replaced every 10 years or when it does not pass NFPA 1953 test (done by Atlantic Bunker Gear).

In fiscal 2017/18 a reserve fund was established to offset future turnout gear replacement. The last replacement of the turnout gear was in 2019/20.

The next replacement is scheduled for 2029/30 at an anticipated cost of \$323,200. The reserve balance is estimated to be \$74,000 at March 31, 2025.

Anticipated Reserve Transfers

Balance at March 31, 2025	\$74,000
2025/26	\$36,000
2026/27	\$42,000
2027/28	\$42,000
2028/29	\$42,000
2029/30	\$42,000
ESPF Grant	\$20,000
Estimated interest	\$25,200
Projected Balance at March 31, 2030 to fund purchase of gear	\$323,200

32. #01-2-24-8060 General Equipment Repair

Budget reflects requirements to clean bunker gear, gloves and other equipment after major fires as per Occupational Health and Safety standards. Also includes portable pumps, saws, rescue tools and other equipment related to fire-fighting.

Clean, Inspect, Service and Repair Firefighter Personal Protective Equipment	\$4,000
General maintenance contract (in-house)	200
Repair and service small firefighting equipment (in-house)	2,500
BA Mask fit testing (in-house)	200
Misc. equipment repair	100
	\$7,000

33. #01-2-24-8080 Repairs - Recharging Equipment

The Department will do hydrostatic testing, repair and refill air bottles, fire extinguishers and medical oxygen bottles as required. Estimate based on actual cost.

Every five years the cascade air bottles and breathing bottles require hydro-testing and inspection which was included in the 2018/19 budget.

34. #01-2-24-8090 Radio & Paging Repairs

To repair radio and pager equipment as required. The Pagers & Radios were replaced in fiscal 2016/17.

35. #01-2-24-9040 Medical and Other Expenses

Hepatitis "B" shots, medicals and other miscellaneous expenses as required.

36. #01-2-24-9045 Firefighter Recognition Dinner

Annual banquet meal for Firefighters.

37. #01-2-24-9050 Rental - Blue Storage Building

Included in this budget is the Fire Department's rental cost for the portion of space used at the Blue Storage building.

38. #01-2-24-XXXX Junior Firefighting Program

Support for the Junior Firefighting Program which has approximately 20 members. This has become a very successful program and several have moved on to become active Firefighters.

39. #01-2-24-XXXX Canadian Fallen Firefighters Ceremony

To assist in covering cost for the Fire Chief to attend this ceremony held annually in Ottawa in September. This would only be when a member from the Lunenburg and District Fire Department remembered. No amount is included for this upcoming fiscal year as it is not anticipated to be required.

It is noted that the rental revenue for rentals the Town oversees at the Fire Hall are placed in an Equipment Reserve Fund. The revenue received for LDFD organized rentals are retained by LDFD for their use.

Transportation Services Expenditure Budget					
ACCOUNT #	Notes	DESCRIPTION	2025/26 Budget	2024/25 Budget	2023/24 Actual
		Common Services			
		Administration			
01-2-31-1002	1	Accessibility Plan Development	\$ 8,000	\$ 8,000	\$ 2,547
01-2-31-1010	2	Salaries Engineers & Admin Support Staff	289,200	266,300	218,715
		Less: Allocation to Wastewater/Water	(176,400)	(164,700)	(146,977)
			112,800	101,600	71,738
01-2-31-1015		Car Allowance - Engineers	1,200	1,200	600
01-2-31-1020	3	Telephone & Internet	5,500	5,500	5,716
01-2-31-1030	4	Supplies & Computer - Engineer	2,500	2,500	2,018
01-2-31-1050	5	Survey/Appraisals	2,500	2,500	-
01-2-31-1300	6	Liability Insurance	6,300	6,300	5,464
01-2-31-1520	7	Travel/Seminars - Engineers/Work Force	10,000	10,000	7,019
01-2-31-1400	8	Workers Compensation	17,000	13,500	14,832
01-2-31-1620	8	Employment Benefits: CPP/EI	46,000	42,100	45,938
01-2-31-1640	8	Town Pension/RRSP	31,800	26,400	33,073
01-2-31-1650	8	Medical Plan	51,000	40,600	35,945
01-2-31-1660	8	Other Benefits	12,500	11,200	27,432
			307,100	271,400	252,322
		General Equipment			
01-2-31-3030		Repair to Miscellaneous Equipment	10,000	4,000	2,797
01-2-31-3001		PW Labour - Maint. of Vehicles & Equipment	15,000	15,000	26,563
01-2-31-3040	9	Repairs - Trackless	7,000	7,000	8,002
01-2-31-3047	9	Repairs - 2021 International	6,000	6,000	8,604
01-2-31-3051	9	Repairs - 2025 International	6,000	6,000	-
01-2-31-3042	9	Repairs - 2002 GMC Topkick	-	6,000	9,394
01-2-31-3043	9	Repairs - 2009 International	20,000	20,000	8,414
01-2-31-3046	9	Repairs - 2024 Chev 1-Ton	4,000	-	-
01-2-31-XXXX	9	Repairs - 2011 F250 3/4 Ton (transferring to Rec)	-	4,000	2,993
01-2-31-3031	9	Repairs - 2015 Chev 1/2 Ton	4,000	4,000	612
01-2-31-3050	10	Repairs - Hough/Payloader	10,000	10,000	2,552
01-2-31-3060	11	Repairs - Backhoe	40,000	20,000	33,437
01-2-31-3061	12	Repairs -2019 Asphalt Roller	-	-	245
01-2-31-3070	13	Insurance on Equipment	20,800	20,800	18,120
01-2-31-3080	14	Tires, Chains, etc.	6,000	6,000	8,061
01-2-31-3090	15	Gas, Oil, Antifreeze, etc.	65,000	65,000	65,392
			213,800	193,800	195,186
		Small Tools and Equipment			
01-2-31-4100	16	Two-way Radio System	500	500	564
01-2-31-4110	17	Small Tools & Equipment	5,000	5,000	10,488
			5,500	5,500	11,052
		Workshops, Yards & Other Bldgs.			
01-2-31-5010		Rental of Armouries	1,200	1,200	1,200
01-2-32-3123	20	PW Labour - Facilities	42,000	42,000	-
01-2-31-5030		Victoria Road Building (VRB)			-
01-2-31-5031	18	VRB - Repairs & Maintenance	3,000	3,000	464
01-2-31-5033	18	VRB - Insurance	5,400	5,400	4,664
01-2-31-5034	18	VRB - Sewer	900	900	1,054
01-2-31-5035	18	VRB - Electric	2,400	2,400	2,761
01-2-31-5036	18	VRB - Water	600	600	560
01-2-31-5037	18	VRB - Security/Phone	1,500	1,500	1,276
			57,000	57,000	11,979
		Roads and Streets			
01-2-32-3120	20	Labour - Public Works	434,000	375,000	380,261
01-2-32-3210	21	Gravel & Stone	6,000	6,000	5,329
01-2-32-3220		Colas (Asphalt Tack Coat)	1,500	1,500	798
01-2-32-3250	22	Tree Maintenance	10,000	10,000	6,647
01-2-32-3270		Clothing	7,000	3,500	731
01-2-32-3280	23	Infrastructure Supplies	15,000	15,000	15,441
01-2-32-3281	24	Safety Equipment	8,000	6,000	8,632
01-2-32-3700	25	Labour - Snow & Ice Control	72,000	65,000	50,070
01-2-32-3710	26	Equip Rental/Contracted Snow Removal	500	500	242
01-2-32-3720	27	Salt (Inc Transportation)/Sand	85,000	85,000	61,207
01-2-32-3240	28	Asphalt for Patching	80,000	80,000	54,347
01-2-32-3300	29	Sidewalk Repairs (Materials only)	40,000	40,000	27,336
01-2-32-3950	30	Crack Sealing Streets	12,000	10,000	9,125
			771,000	697,500	620,166
		Interest on Loans			
01-2-32-3970	31	Interest on Capital Loan - Roads/Streets	18,500	21,200	17,089
01-2-32-7050		Interest on Capital Loan-Parking Meters	-	-	19
			18,500	21,200	17,108
		Street & Highway Lighting			
01-2-32-5100	32	Street Lighting	158,000	145,000	127,380
		Traffic Services			
01-2-32-6030	33	Paint Street Lines (Contractor)	8,000	8,000	7,465
01-2-32-6035	33	Line Painting (Materials only)	4,000	4,000	3,138
01-2-32-6060	33	Traffic Signs & Posts	6,000	6,000	4,644
			18,000	18,000	15,247
		Parking			
01-2-32-7012		Parking & Traffic Study	-	75,000	-
01-2-32-7011	34	Labour - Maintenance & Collection	4,000	4,000	4,246
01-2-32-7020	35	Parking Meter Supplies (Incl Repair Parts)	15,000	15,000	14,728
01-2-32-7030		Parking Lot Light	700	700	571
			19,700	94,700	19,545
		Department Total	\$ 1,568,600	\$ 1,504,100	\$ 1,269,985
		Budget Change	\$ 64,500		
			4.3%		

NOTES TO TRANSPORTATION SERVICES BUDGET

1. #01-2-31-1002 Accessibility Plan Development

The Town of Lunenburg is a member of the Lunenburg Accessibility Advisory Committee. The Town's portion of this regional service is included in this budget line. The cost will be shared evenly by General Government, Transportation and Recreation and Cultural Services. The total amount is \$24,000.

2. #01-2-31-1010 Salaries Engineers & Support Staff

Salaries for Engineering staff and administrative support resource. A portion of these wages are also allocated to Wastewater and Water Utility.

3. #01-2-31-1020 Telephone and Internet

The Public Works Department has two lines for 634-8992, an internet line and cell phones for all staff. 50% of the cost is charged to the Water Utility.

4. #01-2-31-1030 Engineer Supplies and Computer

Includes items such as APENS Dues, Transportation Association, Drafting Supplies, Office Supplies and computer maintenance/repairs.

5. #01-2-31-1050 Surveys/Appraisal

Includes miscellaneous street surveys and appraisal fees for easements.

6. #01-2-31-1300 Liability Insurance

Insurance costs are budgeted at estimated rates for the upcoming year.

7. #01-2-31-1520 Travel/Seminars - Engineers/Workforce

Required safety and other training.

8. #01-2-31-1400 to #01-2-31-1660

These costs reflect the rates for 2025. Other Benefits includes Holiday Gifts, EAP fees and an accrual for retirement benefits per the Town's Personnel Policy and CUPE contract.

9. #01-2-31-3040 – 3051 Repairs to Trucks and Sidewalk Plow

To cover cost of vehicle repairs and maintenance for the trackless sidewalk plow, 2021 International, 2024 International, 2002 GMC truck, 2009 International, 2024 Chev 1-ton and 2015 Chev ½ ton.

10. #01-2-31-3050 Hough/Payloader

This piece of equipment was purchased new in 2022. Estimate for required maintenance.

11. #01-2-31-3060 Repairs to Backhoe

Backhoe purchased in 2017. Estimate for required maintenance.

12. #01-2-31-3061 Repairs to Asphalt Roller

Asphalt Roller purchased in 2019. The maintenance budget for this item has been included with the Miscellaneous Equipment.

13. #01-2-31-3070 Insurance on Equipment

Insurance costs are budgeted at estimated rates.

14. #01-2-31-3080 Tires, Chains, Etc.

Estimate for new tires as required for dump trucks, backhoe, trackless, loader and small vehicle fleet.

15. #01-2-31-3090 Gas, Oil, Antifreeze, etc.

Budget estimate at anticipated consumption plus estimated fuel pricing.

16. #01-2-31-4100 Two-way Radio System

Budget for repairs and maintenance costs.

17. #01-2-31-4110 Tools/Equipment under \$2,500

Includes funding to purchase small tools and equipment to be utilized by the department.

18. #01-2-31-5031 -#01-2-31-5037 Victoria Road Building-Repairs and Maintenance

This building is used by the Town for a carpentry shop and storage. Costs include insurance, electricity, security line and maintenance.

Rent is charged to the Water Utility, Electric Utility, Fire Department and Navy League for use of this building.

19. #01-2-32-3110 Salary - Superintendent

This position has been eliminated.

20. #01-2-32-3120 Labour

The labour for the Public Works department is divided among several budget categories depending on actual jobs assigned.

Budget includes:

2 FTE Heavy Equipment Operators

3 FTE Operators

4 FTE Labourers

1 FTE Facilities Labourer

21. #01-2-32-3210 Gravel & Stone

The gravel is used for shouldering and as a base for pavement.

22. #01-2-32-3250 Tree Maintenance

Budget estimate related to Town tree maintenance annually.

23. #01-2-32-3280 Infrastructure Supplies

Includes small items such as material, paint, supplies, oxygen and acetylene for welder.

24. #01-2-32-3281 Safety Equipment

Hard hats, safety harnesses, hearing protection, general PPE, chain saw chaps, safety glasses, respirators, high visibility vests, etc.

25. #01-2-32-3700 Labour - Snow & Ice Control

Category established to keep track of Public Works costs in relation to snow plowing and removal, as well as ice salting/sanding. Budgeted to reflect estimated allocated costs.

26. #01-2-32-3710 Equipment Rental/Contracted Snow Removal

Estimate for equipment rentals and contracted snow removal when required.

27. #01-2-32-3720 Salt/Sand

Based on previous winter storm experience. If there are unexpended budget monies in this account at year end a reserve transfer may be considered.

28. #01-2-32-3240 Asphalt for Patching

Estimate based on previous tonnes required and projected amounts required at current prices.

29. #01-2-32-3300 Renewal of Sidewalks

Estimate based on previous tonnes required and projected amounts required at current prices.

30. #01-2-32-3950 Street Crack Sealing

There are many Town streets that are in need of crack sealing. This will reduce the amount of asphalt patching required to extend the life of the existing pavement.

31. #01-2-32-3970 Interest on Capital Loans

	Interest
Kubota Tractor	\$936
Paving Creighton Street, Mason's Beach Road	3,639
Paving Wolff Ave/Starr Street	304
Pave Hebb & Hopson Street	376
Street upgrades 2016/17	1,737
Backhoe	576
Trackless Plow	1,119
Dump Truck	3,168
Paving-Kissing Bridge Road	877
Roller	484
Loader	5,304
Total	\$18,520

32. #01-2-32-5100 Street Lighting

Estimate based on anticipated rates and current number of installations.

33. #01-2-32-6030 – 6060 Paint Street Lines, Traffic Signs and Posts

Estimate for painting lines, purchasing and installing signs and posts.

34. #01-2-32-7011 Parking Meter Labour

The cost of a public works employee to collect parking meter coin and repair meters.

35. #01-2-32-7020 Parking Meter Supplies

Amount included is for replacement parts and batteries for approximately 240 meters. Supplies include coin wrappers and tickets.

Environmental Health Services Expenditure Budget (Wastewater Treatment & Garbage)					
ACCOUNT #	Notes	DESCRIPTION	2025/26 Budget	2024/25 Budget	2023/24 Actual
		Sewage Collection and Disposal			
01-2-42-2010	2	Salaries (Engineers)	\$ 55,300	\$ 51,700	\$ 50,958
01-2-42-2020	3	Labour - Public Works	25,000	25,000	8,108
01-2-42-2025	4	Fringe Benefits	18,300	15,900	14,016
01-2-42-2027		PW Staff Training and Travel	1,000	1,000	216
01-2-42-2030	5	Materials and Supplies	25,000	25,000	24,397
01-2-42-2031	6	Catch Basin Cleaning	50,000	50,000	62,815
01-2-42-2035		Computer Maintenance	3,500	3,500	31
01-2-42-2040		Legal Costs - legal consolidated under General Govt	10,000	10,000	3,923
		<u>Sewage Lift Station</u>			
01-2-42-3010	7	Electricity	54,000	52,800	55,090
01-2-42-3020	8	Maintenance (Materials only)	60,000	60,000	39,643
01-2-42-3021	9	Lift Station Cleaning	35,000	25,000	10,600
01-2-42-3030		Insurance - Pumping Stations	4,400	4,400	3,678
01-2-42-3033	10	Repairs - 2016 Ford F150 - purchased in 22-23	3,000	3,000	2,448
	11	<u>Sewage Treatment Plant</u>			
01-2-42-4010	12	Salary - Treatment Plant	174,300	157,500	134,377
01-2-42-4025	13	Process Engineering Support for WWTP	25,000	25,000	10,622
01-2-42-4020	14	Employee Benefits - Treatment Plant	41,800	39,100	27,352
01-2-42-4035	15	Training, Travel and Memberships	8,000	8,000	1,743
01-2-42-4040		Office Supplies	500	500	351
01-2-42-4050	16	Clothing	5,000	2,500	2,162
01-2-42-4060	17	Janitor Contract/Supplies	3,500	3,500	4,105
01-2-42-4110	18	Electricity	223,000	234,300	226,949
01-2-42-4120		Telephone/Internet/Cell Phone/Modem	4,500	4,500	3,606
01-2-42-4130	19	Water	45,000	27,000	26,735
01-2-42-4150	20	Building/Yard Maintenance	15,000	15,000	19,257
01-2-42-4160		Insurance	32,200	29,400	24,544
01-2-42-4200	21	Laboratory Equip, Testing & Supplies	18,000	18,000	18,560
01-2-42-4210	22	Chemicals	48,000	48,000	43,574
01-2-42-4220	23	Sludge Disposal -Trucking Fees	36,000	36,000	37,939
01-2-42-4225	24	Sludge Disposal - Lagoon/Compost Fees	100,000	75,000	87,489
01-2-42-4240	25	UV Lamp/Probe Replacement	4,000	4,000	3,493
01-2-42-4260		Equipment Maintenance	55,000	55,000	33,079
01-2-42-4300	26	Small Capital Equipment	6,000	6,000	4,448
01-2-42-4302	27	Biofilter Media Reserve	100,000	25,000	11,500
		<u>Interest on Sewer Loans</u>			
01-2-42-4170	28	Interest on Capital Loan	20,400	22,200	18,068
			1,309,700	1,162,800	1,015,876
		Garbage & Waste Collection and Disposal			
		<u>Administration</u>			
01-2-43-1120	29	Advertising/Calendar	1,000	1,000	893
		<u>Garbage and Waste Collection</u>			
01-2-43-2010	30	Contract	260,800	267,900	246,426
01-2-43-2025	31	Garbage Collection Supplies	2,000	2,000	3,326
01-2-43-2030	32	Public Education/Other	500	500	-
		<u>Recycling and Other Garbage Disposal Costs</u>			
01-2-43-5010	33	Recycling, Compost and Waste Disposal	166,000	166,000	155,244
01-2-43-5025	34	Landfill Site & Well Monitoring	5,300	5,300	4,344
01-2-43-5030	35	Region 6 Municipal Contribution	3,400	3,900	3,151
			439,000	446,600	413,384
		Department Total	\$ 1,748,700	\$ 1,609,400	\$ 1,429,260
		Budget Change	\$ 139,300		
			9.1%		

NOTES TO ENVIRONMENTAL HEALTH SERVICES BUDGET

1. #01-1-12-9100 Sewer Annual Charges

RATES FOR 2025/26 WITH RESERVE TRANSFERS			
Classification	2025/26 Rate	2024/25 Rate	Yearly Change
Dwelling Unit	\$735.38	\$718.85	2.3% or \$16.53 per dwelling unit
Commercial Rate	70.27¢/100 of Assessment	68.69¢/100 of Assessment	2.3%
Churches - quarterly	\$431.91	\$422.20	2.3%

Sewer Revenue Contribution Comparison				
	<u>2025/26</u>	<u>2024/25</u>	<u>2023/24</u>	<u>2022/23</u>
Residential	50.9%	54.3%	56.5%	56.4%
Commercial	48.6%	45.2%	42.9%	43.0%
Churches	0.5%	0.5%	0.6%	0.6%

High Liner sewer rates are set by a negotiated contract.

The Sewer revenue is used to offset sewer operating costs, debt principal payment and sewer reserve transfers for future capital projects.

Sewer Costs & Funding

Collection & Disposal Estimate	\$1,309,700
Debt Repayment – Principal (see: Fiscal Services)	70,900
Reserve Transfer (General)	369,300
Reserve Transfer (Plant Upgrade)	<u>286,000</u>
Total Costs	<u>\$2,035,900</u>

Funding (Based on 2025 assessments)

Sewer Rates	<u>\$2,035,900</u>
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2. #01-2-42-2010 Engineers

This represents a portion of the Town and Municipal Engineer’s salary based on estimated allocation of time.

3. #01-2-42-2020 Labour

Based on estimated sewer repairs including annual cleaning of catch basins and anticipated costs.

4. #01-2-42-2025 Fringe Benefits

A portion of Public Works benefits (Engineers included). Includes CPP, EI, Workers Compensation, Pension and Medical.

5. #01-2-42-2030 Materials and Supplies

This includes materials used for maintenance of sanitary and storm sewers, as well as video inspection and cleaning of sewer lines. The cleaning of catch basins has been allocated to a separate account.

6. #01-2-42-2031 Catch Basin Cleaning

The cost of Catch Basin Cleaning has been separated to assist staff with the tracking of this operational cost.

There are 408 catch basins, staff are recommending they all be cleaned in both spring and fall using a hydro-vac truck service.

7. #01-2-42-3010 Sewage Pumping Stations-Electricity

This account includes the electricity costs for pumping stations on Young St., Knickle Rd., Oxner Dr., Bluenose Dr., Linden Ave., Brook St., Rous' Brook, Tannery Rd. and Starr Street.

8. #01-2-42-3020 Lift Station Repairs

Ongoing repairs and preventative maintenance of lift station pumping equipment at Young St., Knickle Rd., Oxner Dr., Bluenose Dr., Linden Ave., Brook St., Rous' Brook, Tannery Rd. and Starr Street.

Included in the Lift station maintenance budget is the cost for semi-annual preventative maintenance inspections.

9. #01-2-42-3021 Lift Station Cleaning

The cost of Lift Station Cleaning has been separated to assist staff with the tracking of this operational cost.

Staff are recommend all lift stations be hydro-vac cleaned once a year.

10. #01-2-42-3033 Repairs/Maintenance-2016 Ford F150

This used vehicle was purchased in fiscal 2022/23. The budget is estimate for yearly repairs, maintenance and operational costs.

11. #01-2-42-4000 Sewage Treatment Plant

Estimated operating costs are budgeted in the following section. Sewer revenues are shown in the Town General section and will be applied to operating costs and debt repayment.

12. #01-2-42-4010 Salary – Treatment Plant

The Water Resource Operator complement of staff are budgeted at 2.0 FTE for the Waste Water operations.

13. #01-2-42-4025 Process Engineering Support for WWTP

Includes estimated process engineering support for WWTP.

14. #01-2-42-4020 Employee Benefits – Treatment Plant

Benefits include CPP, EI, Workers' Compensation, EAP, pension and medical plans.

15. #01-2-42-4035 Training, Travel and Memberships

Training and travel for WROs for wastewater certification courses.

16. #01-2-42-4050 Clothing

Estimate for clothing as per union contract.

17. #01-2-42-4060 Janitorial Contract and Supplies

Includes janitorial contract and cleaning supplies.

18. #01-2-42-4110 Electricity

Estimate based on anticipated consumption and rates.

19. #01-2-42-4130 Water

Estimate based on anticipated consumption at current consumption rates. In 23-24 a drilled well was considered but was found not to be the right application once further investigation was performed. The WWTP shall remain on town water supply for the meantime.

20. #01-2-42-4150 Building/Yard Maintenance

Budget is necessary to keep up with necessary repairs and maintenance at the Waste Water Treatment Plant. It should be noted that equipment is very specialized and can be required to be explosion proof in certain locations in the plant, this type of equipment is very costly.

21. #01-2-42-4200 Laboratory Equipment Testing & Supplies

The estimate for testing required by Environment Canada. Under the Waste Water and Effluent regulations, the waste water has to be tested in an accredited lab for CBOD, total suspended solids, ammonia, PH and acute lethality.

22. #01-2-42-4210 Chemicals

Based on annual average usage at projected pricing levels.

23. #01-2-42-4220 Sludge Disposal Trucking Fees

Trucking estimates are for weekly dumping of the sludge bin, and necessary loads of watered sludge to sewage lagoons. Watered sludge should only be created when the de-watering press is down for maintenance or the desired polymer reaction cannot be created because we have limited storage for wet sludge. These loads will be sent to the Lunenburg Regional Community Recycling Centre in Whynott’s Settlement operated by the Municipal Joint Services Board. The budget also includes sludge disposal from annual cleaning of channel aeration building and bi-annual cleaning of process room channel. Other disposal options will be considered as they become available.

24. #01-2-42-4225 Sludge Disposal Tipping Fees

All sludge (de-watered and watered) will be disposed of at the Lunenburg Regional Community Recycling Centre in Whynott’s Settlement. De-watered sludge must be composted.

25. #01-2-42-4240 UV Lamp/Probe Replacement

UV bulbs have a recommended life cycle of 12,000 hours and are replaced as required.

26. #01-2-42-4300 Small Capital Equipment (under \$2,500)

Budget for anticipated small tools/capital equipment that may be required during the year.

27. #01-2-42-4302 Biofilter Media Reserve

The media requires replacement approximately every 6 years. Replacement is required in fiscal 2025/26 (included on Capital Budget), cost estimates are now \$170,000. An annual reserve was established to provide for this expenditure when needed, however the replacement cost have risen significantly during the past 6 years. The Biofilter was commissioned in November 2018.

Anticipated Reserve balance at March 31, 2024	\$74,000
Reserve transfer 2025/26	\$100,000
Balance to fund 2025/26 expense	\$174,000

28. #01-2-42-4170 Interest on Capital Loan

Includes interest for various capital projects. See: Fiscal Services budget notes for details.

29. #01-2-43-1120 Advertising/Calendar

Based on estimated costs.

30. #01-2-43-2010 Contract - Garbage Collection

Curbside waste collection has been contracted to GE's All Trucking Limited for fiscal 2026/27 to 2032/33.

The budget for the upcoming is the contracted price, including net HST, less an estimated adjustment for Extended Producer Responsibilities that are to be implemented on Dec. 1, 2025.

31. #01-2-43-2025 Garbage Collection Supplies

Includes purchase of garbage bags, aerated carts, and street collection containers.

32. #01-2-43-2030 Public Education/Other

This includes costs for public education for solid waste diversion and clear bag program.

33. #01-2-43-5010 – Recycling, Composting and Waste Disposal

Estimate based on contract with the Municipality of the District of Chester for tipping fees at Kaizer Meadow. Annual tipping fees increase by the lesser of 2.5% or NS CPI in the previous calendar year (2.3% in 2024).

Waste tonnage are totals delivered to the Waste Site and are as follows:

	Chester	Chester	Chester	Chester	Chester	Chester
	2025/26	2023/24	2022/23	2021/22	2020/21	2019/20
	Rates per	Tonnage	Tonnage	Tonnage	Tonnage	Tonnage
Waste Type	Tonne					
Recyclables (Blue Bag)	\$289.54	97.09	102.64	101.55	103.20	101.62
Compost	\$194.26	369.63	367.59	395.51	375.53	327.70
Leaf & Yard Waste	\$43.41	0.15	0.35	-	0.64	4.21
Refuse (Black Bag)	\$87.09	368.05	366.54	369.63	323.81	287.61
Cardboard	\$289.54	105.32	102.41	111.66	99.09	112.34
Special(Clean-up/other)	\$103.68	1.92	-	-	25.88	106.94
Wood	\$40.16	1.40	1.20	3.00	2.95	6.55
TOTAL TONNES		943.56	940.73	981.35	931.10	946.97

34. #01-2-43-5025 – Landfill Site and Well Monitoring

The Landfill Site at Whycott's Settlement was closed. Site and well monitoring is required until 2031. The Municipal Joint Services Board has previously provided projections for this monitoring cost of \$656,586 over the next 16 years. The Town of Lunenburg's share of this cost based on 2012 sharing of 7.92%.

35. #01-2-43-5030 – Region 6 Municipal Contribution

Member municipal units are required to pay their share quarterly based on population. This cost is offset by revenue received from the Municipal Approved Program Fund which are paid out annually.

Community Development Services Expenditure Budget					
ACCOUNT #	Notes	DESCRIPTION	2025/26 Budget	2024/25 Budget	2023/24 Actual
		Public Health and Welfare Services			
		<u>Public Health</u>			
01-2-51-1000	1	Transfer to Cemetery	\$ 14,100	\$ 25,000	\$ (6,565)
		<u>Housing</u>			
01-2-52-1000	2	Regional Housing Corporation	-	-	21,226
		<u>Community Development (Planning)</u>			
01-2-61-1010	3	Blockhouse Hill Planning	-	8,000	148,383
01-2-61-1050	4	Committee Honorariums	700	700	506
01-2-61-1070	5	Salaries	357,300	407,600	265,131
01-2-61-1080	5	Benefits (WCB, CPP, EI, Pension, Medical)	72,300	73,500	52,119
01-2-61-1087	5	Other Employment Benefits	5,200	5,200	3,701
		Allocation to Heritage	(85,900)	(96,300)	-
		Allocation to Economic Development	(64,400)	(72,100)	-
			284,500	317,900	
01-2-61-1090	6	Membership Fees	2,000	2,000	2,098
01-2-61-1095	7	Training & Conferences	4,000	4,000	1,156
01-2-61-1120	8	Travel	4,800	4,800	2,119
01-2-61-1100	9	Advertising	6,000	4,000	2,848
01-2-61-1130	9	Stationary & Supplies	3,100	3,100	5,098
01-2-61-1147	9	Software & Computer Supplies	3,000	3,000	5,000
01-2-61-1149	9	Office Redesign	-	-	3,292
01-2-62-4300	9	Land Development-Upper King	-	8,000	20,480
			308,100	355,500	511,931
		<i>Old Fire Hall, 40 Duke Street</i>			
01-2-62-9050	10	Property Tax	3,800	3,800	3,351
01-2-62-9100	11	Fuel	10,000	10,000	6,519
01-2-62-9200	12	Insurance	5,800	5,800	4,883
01-2-62-9300	13	Electricity	3,000	3,000	1,957
01-2-62-9400	14	Water	500	500	553
01-2-62-9500	15	Sewer	3,800	3,600	3,089
01-2-62-9600	16	Repairs to Building (previously included legal)	5,000	40,000	132
01-2-62-9601		Interest on Capital Loan	-	-	222
			31,900	66,700	20,706
		<i>CN Station, 18 Dufferin</i>			
01-2-62-9720	17	Fuel	3,200	3,200	2,730
01-2-62-9730	19	Insurance	4,500	4,500	3,835
01-2-62-9740	20	Electricity	3,200	2,900	2,857
01-2-62-9750	21	Water	600	600	519
01-2-62-9760	22	Sewer	2,200	2,200	2,208
01-2-62-9765	22	Property Taxes	11,400	11,400	10,742
01-2-62-9770	23	Repair and Maintenance	30,000	3,000	4,911
			55,100	27,800	27,802
		<i>Lunenburg Academy, 97 Kaulbach Street</i>			
01-2-62-9805	24	Custodial Services Contract	12,000	12,000	12,704
01-2-62-9807		Wages & Benefits (PW Labour)	-	-	-
01-2-62-9822	25	Legal Fees - legal consolidated under General Govt	-	-	-
01-2-62-9830	26	Telephone/Alarm System	2,000	2,000	665
01-2-62-9840	27	Advertising	500	500	-
01-2-62-9850	28	Fuel	65,500	80,000	53,756
01-2-62-9855	29	Insurance	35,000	35,000	30,444
01-2-62-9860	30	Electricity	16,000	14,700	14,575
01-2-62-9865	31	Water	3,100	3,100	2,537
01-2-62-9870	32	Sewer	10,600	10,600	9,832
01-2-62-9872	32	Property Taxes (previously 100% commercial exempt)	32,300	32,300	28,889
01-2-62-9879		Municipal Engineer	12,300	11,500	10,344
01-2-62-9880	33	Repairs to Building	30,000	30,000	30,570
01-2-62-9881	34	Janitorial Supplies	3,000	2,000	2,459
01-2-62-9882	35	Elevator Maintenance	5,000	3,000	3,739
01-2-62-9895		Interest on Capital Loan	6,900	8,400	9,272
			234,200	245,100	209,786
	36	<i>Annex Building - 17 Tannery Road (SOLD)</i>			
01-2-62-9950		Repairs to Building	-	-	884
01-2-62-9915		Insurance	-	-	1,136
			-	-	2,020

Community Development Services Expenditure Budget					
ACCOUNT #	Notes	DESCRIPTION	2025/26 Budget	2024/25 Budget	2023/24 Actual
		Economic Development & Tourism			
01-2-69-10XX	37	Harbourfront Trail, Accessibility Trail & Wayfinding Signage	7,000	-	-
01-2-69-1020	38	Tourism Expenses	7,000	3,500	2,901
01-2-69-2100	39	Supplies	3,000	3,000	1,219
01-2-69-2200	40	Travel	1,000	1,000	846
01-2-69-2300	41	Advertising	2,000	2,000	169
01-2-69-2350	42	Town Crier	1,100	1,100	89
01-2-69-2400	43	Internet Costs	6,000	6,000	4,869
01-2-69-2605	45	Economic Impact Study	100,000	187,000	-
01-2-69-2601	46	Economic Development Salaries & Benefits	64,400	72,100	36,528
01-2-69-2603	47	Economic Development -Support Costs	5,000	-	142
			196,500	275,700	46,763
		Visitor Service Centre			
01-2-69-1101	48	Public Washrooms-Cleaning Services/Supplies	15,000	12,000	9,299
01-2-69-1102	48	Public Washrooms-Repairs & Maintenance	2,500	2,500	2,054
01-2-69-1103	48	Public Washrooms-Electric	1,200	1,200	966
01-2-69-1104	48	Public Washrooms-Water	1,800	1,800	1,503
01-2-69-1105	48	Public Washrooms-Phone/Security	800	800	742
01-2-69-1106	48	Public Washrooms-Sewer Charges	1,200	1,200	1,167
01-2-69-1107	48	Public Washrooms-Insurance	1,100	1,100	949
			23,600	20,600	16,680
		Department Total	\$ 863,500	\$ 1,016,400	\$ 850,349
		Budget Change	\$ (152,900)		
			-15.0%		

NOTES TO COMMUNITY DEVELOPMENT SERVICES BUDGET

1. #01-2-51-1000 Cemetery

Town’s funding of the Cemetery’s deficit from its general tax revenue. See: Cemetery budget for further information.

2. #01-2-52-1000 Regional Housing Authority

Previously this budget was the deficit sharing at 12^{1/2}% for Cornwallis Apartments and Blockhouse Hill Apartments. Through the Provincial-Municipal Service Exchange Agreement effective April 1, 2024 this expenditure will no longer be the Town’s responsibility. These funds are now being directed to our Capital Reserves for infrastructure, see Fiscal Services section.

3. #01-2-61-1010 Blockhouse Hill Development Proposal

No funds included in this fiscal year for this item.

4. #01-2-61-1050 Committee Honorariums

Budget for annual honorariums for committee members.

5. #01-2-61-1070/1080 Community Development Salaries

Budget for Director, Heritage Development Officer, Planner, Community/Economic Development Officer and a portion of administration support staff salaries and benefits.

6. #01-2-61-1090 Membership Fees

Various professional memberships for Community Development staff.

7. #01-2-61-1095 Training

Required for designation and continuous professional learning.

8. #01-2-61-1120 Travel

Basic mileage expense when travelling to meetings.

9. #01-2-61-1100 Advertising

Includes costs to advertise public participation meetings, zoning changes and development agreements. These costs are recovered anytime a person makes application to the Town. Will also encompass advertising for special projects.

#01-2-61-1130 Stationary & Supplies

Budget for departmental stationary and supplies.

#01-2-61-1147 Software & Computer Supplies

Budget for departmental software and computer maintenance supplies.

#01-2-61-1300 Legal Costs – Planning

All legal for the Town have been consolidated under the General Government budget.

Old Fire Hall, 40 Duke Street

Expenses for the Old Fire Hall are shown as Community Development Services as the Town had this building available for rental and development. Rental revenue offsets the cost of operating this building.

Old Fire Hall, 40 Duke Street	
Est. Revenue	\$6,100
Expenditure Budget	\$31,900
Net Estimated Operating Cost	\$25,800

10. #01-2-62-9050 Property Tax

The taxable assessment for 2025 \$107,900 (AAN 04647327). This commercial assessment relates only to the parts of the building that are leased. Any government buildings that have commercial leases are subject to Commercial Real property tax assessment.

11. #01-2-62-9100 Fuel

Estimate based on projected consumption and projected fuel costs.

12. #01-2-62-9200 Insurance

Based on estimated rates.

13. #01-2-62-9300 Electricity

Estimate based on projected consumption and anticipated power rates.

14. #01-2-62-9400 Water

This budget reflects current water rates and estimated consumption.

15. #01-2-62-9500 Sewer

This budget reflects the 2025/26 rates. The 2025 assessment \$546,000 (AAN 04647327).

16. #01-2-62-9600 Repairs to Building

A building condition assessment was completed in fiscal 2024/25.

CN Station, 18 Dufferin Street

Expenses for the CN station are shown as Community Development Services as the Town has this building available for rental and development. There is an agreement with Second Story Women's Centre to use this building as their headquarters and the rental revenue offsets the cost of operating this building.

CN Station, 18 Dufferin Street	
Est. Revenue	\$26,800
Expenditure Budget	\$55,100
Net Estimated Operating Cost	\$28,300

17. #01-2-62-9720 Fuel

Estimate based on average consumption and projected fuel costs.

19. #01-2-62-9730 Insurance

Based on estimated rates.

20. #01-2-62-9740 Electricity

Based on estimated consumption and anticipated power rates.

21. #01-2-62-9750 Water

Based on current rates and estimated consumption.

22. #01-2-62-9760/9765 Sewer & Property Taxes

Sewer is budgeted at the 2025/26 approved rate. The 2025 assessment is \$337,500 (AAN 05483913). Commercial property taxes are assessed on this property as there is a commercial lease to a non-government entity.

23. #01-2-62-9770 Repairs to Building

Estimated miscellaneous repair requirements are included in this budget.

Lunenburg Academy, 97 Kaulbach Street

The Lunenburg Academy building was turned over to the Town on March 19, 2012. Rental revenue includes rental agreements that are in place or pending to offset the operating costs of this building.

Lunenburg Academy, 97 Kaulbach Street	
Est. Revenue	
Tenant leases	\$244,000
Library lease allocation	<u>\$36,000</u>
	\$280,000
Expenditure Budget	\$234,200
Net Estimated Operating Cost*	\$(45,800)

*Does not include debt financing payments

24. #01-2-62-9805 Custodian Contract

Budget estimate for daily building janitor services.

25. #01-2-62-9822 Legal Fees

All legal for the Town have been consolidated under the General Govt. budget.

26. #01-2-62-9830 Telephone/Alarm System

Estimate for telephone line and alarm monitoring.

27. #01-2-62-9840 Advertising

Estimate for advertising costs.

28. #01-2-62-9850 Fuel

Based on the expected consumption and estimated fuel price.

29. #01-2-62-9855 Insurance

Based on estimated rates.

30. #01-2-62-9860 Electricity

Estimate based on expected occupancy and anticipated rates.

31. #01-2-62-9865 Water

Estimate based on estimated consumption and current rates.

32. #01-2-62-9870/9872 Sewer and Property Taxes

Estimate based on 2025 assessment \$1,449,700 at the 2024/25 rates (AAN 04646932). Commercial property taxes are assessed proportionally on this property as there are commercial leases to non-government entities, 2025 assessment \$863,800. The estimated cost is based on the 2025/26 rate.

33. #01-2-62-9880 Building Repairs

Estimate for building repairs.

34. #01-2-62-9881 Janitorial Supplies

Estimate for cleaning supplies based on expected occupancy.

35. #01-2-62-9882 Elevator Maintenance

A ten-year maintenance contract that began in May 2015 for ongoing maintenance at a fixed rate of \$225/month. Estimated renewal at \$417/month.

Annex Building, 17 Tannery Road

36. Sold.

Economic Development Costs & Tourism

37. #01-2-69-10XX Harbourfront Trail, Accessibility Trail & Wayfinding Signage

Hire consultants to develop way-finding signage for Town trails and design works, Estimated cost \$7,000.

38. #01-2-69-1020 Tourism Expenses

Budget for items such as Welcome Packages, Town Pins/Flags, Books/Supplies and Portable Toilet Rental next to Town Hall for six months of the year. Additional funds included this fiscal year for potential action items from the Cultural Tourism Plan.

39. #01-2-69-2100 Supplies

Supplies for promotion of the Town, including architectural tour brochures.

40. #01-2-69-2200 Travel

Costs relating to travel requirements for Staff and Council to attend meetings related to Economic Development.

41. #01-2-69-2300 Advertising

Costs of economic development advertising such as “Shop Lunenburg” ads.

42. #01-2-69-2350 Town Crier

The Town appointed a Town Crier during the January 26, 2021 Council Meeting.

Budget includes annual honorarium of \$1,000
Membership dues for NS Guild of Town Criers \$100

43. #01-2-69-2400 Internet Costs/Website

Costs associated with the internet and maintaining the Town’s website with the Municipal Website Venture with Service Nova Scotia and Municipal Relations. This includes a support package.

44. #01-2-69-2600 Communications

This amount is now allocated under the General Government section of the budget.

45. #01-2-69-2605 Cultural Tourism Plan and Economic Impact Study

The Town has been awarded a non-repayable contribution from ACOA to support the engagement of expertise to lead the Town and key industry stakeholders through Tourism Atlantic’s Strategic Tourism Expansion Program (STEP) planning process, which will result in the creation and implementation of a sustainable tourism plan for the community.

This is a two-year project which is anticipated to be completed by March 31, 2026 (Amounts included below will cover the entire project).

Project costs:

Professional fees/Consultants	\$105,000
Salaries	\$40,000
Travel	\$10,000
Other Operating Expenses	\$32,000
Total	\$187,000

Funding:

ACOA (<i>see revenue section</i>)	\$137,000
Town of Lunenburg	\$50,000
Total	\$187,000

46. #01-2-69-2601 Economic Development Salaries

These duties have been incorporated into the Community Development group. This budget is an allocation based on an estimate of anticipated time that will be spent on these activities.

47. #01-2-69-2603 Economic Development Support Costs

Related to expected request for contribution toward work on Regional Economic Development Plan with other municipal units.

Visitor Service Centre

48. #01-2-69-1101 to #01-2-69-1107 Public Washrooms

Included in this budget is the projected expenses required to operate the Visitor's Service Centre facility located on Bluenose Drive.

For fiscal 24-25 the washrooms will be opened for 6 months (1 month later than typical in fall).

For fiscal 25-26 the washrooms will be opened for 7 months (1 month earlier than typical in spring and 1 month later in fall).

Recreation and Cultural Services Expenditures Budget					
ACCOUNT #	Notes	DESCRIPTION	2025/26 Budget	2024/25 Budget	2023/24 Actual
		<i>Recreation Facilities</i>			
01-2-71-8002	1	Accessibility Plan Development	\$ 8,000	\$ 8,000	\$ 2,547
01-2-71-8001	2	Municipal Engineer	12,300	11,500	10,350
01-2-71-8003		Repairs/Maintenance -2011 F250 3/4 Ton (transferred from PW)	5,000	-	-
01-2-71-8003	3	Repairs/Maintenance - 2008 Van (Facilities & Rec)	-	3,500	30
			25,300	23,000	12,927
		<i>Parks and Playgrounds</i>			
01-2-71-8010	4	Labour - Parks & Playgrounds	\$ 20,000	\$ 20,000	\$ 9,126
01-2-71-8020	5	Mowing Contract	22,000	20,000	19,701
01-2-71-8030	6	Lighting - Parks	3,100	3,000	2,781
01-2-71-8040	7	Repairs to Parks	3,000	3,000	6,885
01-2-71-8050	8	Supplies	15,500	15,500	12,863
01-2-71-8070	9	Insurance	5,500	2,400	1,991
01-2-71-8080		Bandstand Lighting	600	600	430
01-2-71-8085	10	Bandstand Repairs	4,000	5,500	-
01-2-70-5100	11	Interest on Capital Loan - LWMCC	1,200	1,500	1,718
01-2-70-5101	11	Interest on Capital Loan - Boat Launch	3,600	4,400	4,947
			78,500	75,900	60,442
		<i>Arena & Community Centre</i>			
		<i>Salaries</i>			
01-2-70-1010	12	Salaries and Wages - Arena	\$ 217,600	\$ 208,900	\$ 147,436
01-2-70-1015	12	Salaries & Wages - Community Centre	140,500	129,700	104,431
01-2-70-1017	12	Salaries & Wages - Fields	34,600	31,100	21,407
			392,700	369,700	273,274
		<i>Fringe Benefits</i>			
01-2-70-2010	14	El and CPP	31,500	30,100	20,502
01-2-70-2015		Town Pension	23,600	20,400	14,597
01-2-70-2020	15	Group Insurance	19,700	23,600	15,134
01-2-70-2025	16	Workers Compensation	11,200	9,400	6,409
01-2-70-2030	17	Clothing	2,000	2,000	1,292
01-2-70-2040	18	Membership Fees	800	800	592
01-2-70-2050	19	Other Benefits	5,000	5,000	10,112
			93,800	91,300	68,638
		<i>Travel/Training</i>			
01-2-70-3010	20	Rec Leadership/Staff -Travel	1,500	1,500	1,959
01-2-70-3016	21	Rec Leadership - Training	2,000	4,000	851
01-2-70-3020		Staff Training	4,000	1,000	2,020
			7,500	6,500	4,830
		<i>Administration</i>			
01-2-70-4005	22	Recreation Master & Complex Master Plan	-	-	-
01-2-70-4010	23	Office Supplies & Computer Maint.	4,000	4,000	4,412
01-2-70-4015	24	Telephone	4,500	4,500	4,585
01-2-70-4025	25	SOCAN Fees/Amusement Licenses	300	300	180
			8,800	8,800	9,177
		<i>Arena - (Facility Costs)</i>			
01-2-70-5015	26	Janitor Supplies	2,500	2,500	1,939
01-2-70-5020	27	Repairs & Maint. - Building	42,000	32,000	23,124
01-2-70-5025	28	Repairs & Maint. - Ice Machine	3,500	3,500	4,037
01-2-70-5030	29	Electricity	82,800	74,400	72,652
01-2-70-5035	30	Propane	9,000	9,000	7,165
01-2-70-5040	31	Water	13,000	13,000	10,468
01-2-70-5045	32	Sewer	5,200	5,200	4,733
01-2-70-5050	33	Telephone + Alarm Line + Wi-Fi	3,500	3,500	3,416
01-2-70-5055		Insurance	17,400	17,400	15,115
		<i>Community Centre - (Facility Costs)</i>			
01-2-70-5510	34	Janitor Supplies	2,500	2,500	1,838
01-2-70-5515	35	Repairs & Maintenance	14,800	14,800	23,976
01-2-70-5520	36	Electricity	8,000	7,200	7,302
01-2-70-5525	37	Fuel Oil	16,500	20,700	13,855
01-2-70-5530	38	Water	1,500	1,500	1,124
01-2-70-5535	39	Sewer	5,200	5,200	4,733
01-2-70-5540	40	Insurance	14,800	14,800	12,806

Recreation and Cultural Services Expenditures Budget					
ACCOUNT #	Notes	DESCRIPTION	2025/26 Budget	2024/25 Budget	2023/24 Actual
		<u>Grounds</u>			
01-2-70-5610	41	Repairs & Maint. - Mowers	2,500	2,500	2,353
01-2-70-5615	42	Field Maintenance	10,000	2,800	3,254
01-2-70-5620	43	Parking Lot Maintenance	-	3,000	-
			254,700	235,500	213,890
		<u>Programs</u>			
01-2-70-6010	44	Instructor Fees	10,000	8,000	4,110
01-2-70-6015	45	Supplies/Advertising	5,000	5,000	6,289
01-2-70-6033	46	PRO Kids	1,000	1,000	1,000
			16,000	14,000	11,399
		<u>Small Furniture & Equipment</u>			
01-2-70-7010	47	Tables & Chairs/Small Capital	-	-	-
			-	-	-
		Total Expenditures Arena & LWMCC	\$ 773,500	\$ 725,800	\$ 581,208
		<u>Cultural Buildings & Facilities</u>			
		<u>Library</u>			
01-2-72-5010	48	Janitor Contract/Supplies	18,400	18,400	13,000
01-2-72-5060		Telephone	500	500	292
01-2-72-5080	49	Rent - Lunenburg Academy	36,000	36,000	36,000
01-2-72-5090	50	Supplies & Expenses	3,000	3,000	280
			57,900	57,900	49,572
		<u>Transfer to Regional Library</u>			
01-2-72-5095	51	Transfer to Regional Library	18,600	18,600	18,600
		<u>Heritage Properties</u>			
01-2-72-4100	52	Insurance - Bailly Collection	300	300	279
01-2-72-7050	53	Council & Committee Honorariums	900	900	282
01-2-72-7381	54	Salaries & Benefits - Allocated from Planning	85,900	96,300	108,000
01-2-72-7390	55	Heritage By-Law Review	5,000	5,000	1,128
01-2-72-7450		Legal Fees - legal consolidated under General Govt	-	-	-
01-2-72-7400	56	Materials, Supplies & Advertising	3,000	3,000	468
01-2-72-7402		Training & Conferences	-	-	14
01-2-72-7404	57	UNESCO Promotion	5,000	-	-
			100,100	105,500	110,171
		<u>Other Rec. & Cult. Services</u>			
01-2-75-9100	58	Public Celebration	14,500	14,500	11,494
		Department total before LWMCC & Arena	\$ 294,900	\$ 295,400	\$ 263,206
		LWMCC & Arena	773,500	725,800	581,208
		Department Total	\$ 1,068,400	\$ 1,021,200	\$ 844,414
		Budget Change	\$ 47,200		
			4.6%		

NOTES TO RECREATION AND CULTURE SERVICES BUDGET

1. #01-2-71-8002 Accessibility Plan Development

The Town of Lunenburg is a member of the Lunenburg Accessibility Advisory Committee. The Town's portion of this regional service is included in this budget line. The cost will be shared evenly by General Government, Transportation and Recreation and Cultural Services. The total amount is \$24,000.

2. #01-2-71-8001 Municipal Engineer/Project Manager

A portion of the Municipal Engineer salary is budgeted in Recreation & Culture based on projected time allocations.

3. #01-2-71-8003 Repairs & Maintenance-2011 3/4 Ton (Recreation)

The 2008 Van that Recreation staff have been using is in very poor condition. The 2011 ¾ Ton replaced in fiscal 2024/25 by Public Works is in better condition and better suited for required tasks. The van will be sold as surplus.

Parks & Playgrounds

The Town of Lunenburg maintains the following parks:

- MT&T Mini Park
- Rous' Brook Park
- Town Hall Park
- Jubilee Square
- Victoria Park
- Sylvia Park (formally Blockhouse Hill)
- Berringer Park - Maple Avenue
- 2 Parks - Bluenose Drive
- Labrador Park (formally 250th Anniversary Park)
- Skate Park

4. #01-2-71-8010 Labour - Parks and Playgrounds

This budget is based on the estimated time spent by public works staff on the maintenance of parks and playgrounds.

5. #01-2-71-8020 - Mowing Contract

New mowing contract awarded in fiscal 25/26.

6. #01-2-71-8030 Lighting Parks

The cost associated with lighting Town parks.

7. #01-2-71-8040 Repairs to Parks

Repairs, as required, for parks, playgrounds and skatepark equipment.

8. #01-2-71-8050 Supplies

Includes:

- wood, grass seed, rakes, top soil, signs, Christmas trees
- installation of Boat Launch – crane rental
- purchase of plantings, etc.
- portable toilet at walking trail
- portable toilet at Victoria Street Park
- shrub replacement
- Sand for playground surfaces
- Sand for track surface

9. #01-2-71-8070 Insurance

Included in this budget is the cost of insurance for the various parks and monuments within the Town.

10. #01-2-71-8085 Bandstand Repairs

Funds for repairs and maintenance that may be required during for the year. A largescale restoration project is included in the 2025/26 Capital Budget.

11. #01-2-70-5100, #01-2-70-5101 Interest on Capital Loans

Capital loan interest relating to Recreation Facilities including Arena and Community Centre projects and Boat Launch. This loan interest is included in this section as required for financial statement reporting.

LUNENBURG WAR MEMORIAL COMMUNITY CENTRE & ARENA

12. Staff Salaries

Budget includes 6 full-time positions (Recreation Leadership and 5 facility employees).

13. #01-2-70-1050 – Honorariums & Staff Meeting Pay

Staff meeting pay has been eliminated. Council honorariums for Town are now charged only under the General Government section of the budget.

14. #01-2-70-2010 EI/CPP

Employer costs as required by statute.

15. #01-2-70-2020 Group Insurance

Based on current rates.

16. #01-2-70-2025 Workers' Compensation

Based on current rates.

17. #01-2-70-2030 Clothing

Safety boots and gloves as required. Also Recreation staff to be provided with adequate quantity of clothing to wear for each shift (i.e. jackets, overalls, sweaters, t-shirts, etc). Recommended for easy staff identification.

18. #01-2-70-2040 Membership Fees

Minister of Finance – Refrigeration Plant Operators	\$200
Minister of Finance – Annual Renewal Plant Registration	200
Recreation Facility Association of Nova Scotia	200
Miscellaneous	200
	\$800

19. #01-2-70-2050 Other Benefits

Includes holiday allowance and for Employee Assistance Program fees. Employment benefits include an accrual for retirement benefits based on the Town’s personnel policy.

20. #01-2-70-3010 Recreation Leadership/Staff - Travel

Travel within Town and out of Town to meetings, seminars, etc.

21. #01-2-70-3016 Recreation Leadership – Training

Budget for Recreation Leaderships’ professional development and conferences. Including attendance at annual Rec NS Conference and South Shore/Valley Recreation Professional Conference.

22. #01-2-70-4005 Recreation Master & Complex Master Plan

This project has been deferred in fiscal 2025/26.

Hire consultants to develop Recreational Complex Master Plan as well as a Community wide Recreation Master Plan. Complex Master Plan will provide details on types of uses, building

infrastructure, life cycle costs, operational costs, potential # of users, revenue streams, c/w projected Class C estimates and Priority Implementation Plan c/w list of funding agencies.

Recreation Master Plan will provide an inventory of existing facilities and programs, undertake a regional approach to understanding existing, proposed and missing recreational programs and prioritize. Implementation with Class C estimates of upgrades and new facilities programs and services and implementation with accessibility and aging populations in mind.

23. #01-2-70-4010 Office Supplies/Computer Maintenance

Office supplies for Recreation office and Arena, computer maintenance costs, debit machine rentals (Arena and Community Centre) and annual Connect 2 Rec online program registration fee (\$1,600 year one, \$1,400 annually following with a 6% increase annually).

24. #01-2-70-4015 Telephone

Covers cost of phone lines, cell phones, and Fibre-Op internet service at the Community Centre.

25. #01-2-70-4025 SOCAN Fees/Amusement License

These are annual fees paid so our facilities may use copyright music for public skating and fitness programs.

ARENA - FACILITY COSTS

26. #01-2-70-5015 Janitor Supplies

Supply of paper towels, toilet paper, cleaning products, etc.

27. #01-2-70-5020 Repairs and Maintenance – Building

Estimate for system repairs in engine room and regular maintenance and costs such as ice preparations

28. #01-2-70-5025 Repairs and Maintenance - Ice Machine

Estimate for regular maintenance and propane costs.

29. #01-2-70-5030 Electricity

Estimate based on average consumption and current rates.

30. #01-2-70-5035 Propane

Estimate based on projected cost and usage.

31. #01-2-70-5040 Water

Estimate based on water rates approved by NSUARB and average consumption.

32. #01-2-70-5045 Sewer

Budgeted at 2025/26 approved rates assessment and 2025 assessment based at 1/2 of \$1,552,800 (AAN 04646819).

33. #01-2-70-5050 Telephone, Alarm and Wi-Fi

Includes line charges and annual fee for monitoring fire alarm line.

COMMUNITY CENTRE - FACILITY COSTS

34. #01-2-70-5510 Janitor Supplies

Covers sanitary cleaning products, paper towel, etc.

35. #01-2-70-5515 Repairs and Maintenance

Estimate for regular maintenance of facility. This includes items such as paint, lumber, small tools, and electrical and plumbing suppliers.

36. #01-2-70-5520 Electricity

Estimate based on average consumption and current rates.

37. #01-2-70-5525 Fuel Oil

Estimate based on average consumption and projected pricing. Furnace replacements were completed in fiscal 2016/17.

38. #01-2-70-5530 Water

Estimate based on approved NSUARB rates and average consumption.

39. #01-2-70-5535 Sewer

Budgeted at 2025/26 approved rates assessment and 2025 assessment based at 1/2 of \$1,552,800 (AAN 04646819).

40. #01-2-70-5540 Insurance

Based on estimated rates.

GROUNDS (FIELDS / PARKING LOT)

41. #01-2-70-5610 Repair and Maintenance - Mowers

Oil, gas, repairs, etc. for ride-on mower and small tractor used for grounds maintenance. Also includes two rear tires for John Deere Tractor, fuel and oil for whipper snippers and insurance on mowing equipment.

42. #01-2-70-5615 Field Maintenance

Estimate includes fertilizing, seeding, aerating and top dressing of the soccer field. The cost of 2/3 of the portable toilet summer rental at the soccer field is included in this account. This budget includes an additional \$7,200 increase to account for procuring track granular material and potentially some rental equipment to undertake the upgrades in anticipation of the 55+ Games event in September. It is anticipated that carry out work in early summer.

43. #01-2-70-5620 Parking Lot Maintenance

Budget eliminated for 2025/26.

PROGRAMS

44. #01-2-70-6010 Honorariums and Instructor's Fees

Pay for various instructors who lead our recreation activities offered through our fall, winter, and spring programs.

45. #01-2-70-6015 Supplies/Advertising

Program supplies such as fitness equipment, basketballs, pickleballs, program advertising, etc.

Includes seasonal promotions (4 per year) in the South Shore Recreation Guide and cost-sharing of distribution with other municipalities.

46. #01-2-70-6033 Pro Kids Program

Administrative costs associated with this program is estimated to be less than 2 hours of staff time per week. The allocation for the current fiscal year is \$1,000.

47. #01-2-70-7010 Furniture and Equipment

No budget included for fiscal 2025/26.

Library

The following accounts reflect costs associated with the Library at the Lunenburg Academy.

48. #01-2-72-5010 Janitors Contract/Supplies

Costs include the cleaning contract, hand soap, toilet tissue, garbage bags, etc. Cleaning is completed daily by a contractor.

49. #01-2-72-5080 Rent – Lunenburg Academy

Rent based on other rentals to Community Organizations. This is an all-inclusive rent for heating, electricity and water.

50. #01-2-72-5090 Supplies & Expenses- Library

Estimate for supplies which is partially offset by copier revenue.

51. #01-2-72-5095 South Shore Regional Library

Our share of the Regional Library operating based on funding formula.

Heritage Properties

52. #01-2-72-4100 Art Galleries - Insurance

This is for 50% of the insurance premium for the Earl Bailly Collection.

53. #01-2-72-7050 Council & Committee Honorariums

Council Honorariums for Town are now all included in General Government budget section. Committee Honorarium budget four (4) appointed members (\$900 - \$225 per member).

54. #01-2-72-7381 Salary & Benefits

This is an allocation from the Community Development Salaries and Benefits based on an estimate of time spent on Heritage related items.

55. #01-2-72-7390 Heritage By-Law Review

Costs associated with updating the Heritage Conservation District Plan and By-law, including legal fees, printing and advertising costs.

56. #01-2-72-7400 Materials, Supplies & Advertising & Small Capital

Materials for Heritage supplies including the Heritage Recognition Awards and advertising as needed.

57. #01-2-72-7404 UNESCO Promotion

This budget allocation is intended to be used for expected UNESCO related promotion opportunities that may be recommended from the upcoming Sustainable Cultural Tourism Plan, or as part of 30th Anniversary of the designation events.

Other Recreation & Culture

58. #01-2-75-9100 Public Celebrations

Funding for Town events and equipment, such as but not limited to flag raisings, Canada Day, and the Fishers' Memorial Service. Event funding is offset by grants whenever possible.

Fiscal Services Expenditure Budget					
ACCOUNT #	Notes	DESCRIPTION	2025/26 Budget	2024/25 Budget	2023/24 Actual
		Principal Installments			
01-2-81-3100	1	Debenture Principal	\$ 295,500	\$ 264,100	\$ 291,105
01-2-81-3150	1	Debenture Principal - Sewer Projects	70,900	55,300	55,295
			366,400	319,400	346,400
		Financing and Transfers			
		Operating Reserve Fund:			
01-2-82-2140	2	to (from) Elections	5,000	(22,000)	-
01-2-82-2130	3	to (from) Sewer	369,300	350,000	364,824
012-82-2130	3	to (from) Sewer Plant Upgrade	286,000	286,000	286,000
	4	to (from) Parking Study	-	(75,000)	-
	5	to (from) Economic Impact Study	(25,000)	(50,000)	-
01-2-82-2130		to (from) General Operating Rsv	(65,000)	-	71,492
01-2-82-2220		Capital Reserve Fund:			
01-2-82-2230		to (from) Capital from Revenue		-	405,000
01-2-82-2146	6	to (from) Deed Transfer Tax	325,000	350,000	441,291
	7	to (from) General Capital Reserve	100,000	175,000	-
	8	to (from) General Capital Rsv (Service Exchange Housing)	32,400	31,000	-
	9	to (from) General Capital Rsv (Service Exchange Corrections)	44,000	42,000	-
01-2-82-2220	10	to (from) PW Equipment	30,000	30,000	70,000
01-2-82-2225	11	to (from) Arena - Ice Resurfacer	3,000	3,000	3,499
			1,104,700	1,120,000	1,642,106
		Education			
01-2-84-7700	12	Education Payment	1,243,000	1,144,800	1,005,065
			1,243,000	1,144,800	1,005,065
		Department Total	2,714,100	2,584,200	2,993,571
		Surplus (Deficit)	-	-	5,301
		Total Expenditures	\$ 11,318,200	\$ 10,875,000	\$ 10,190,336
		Fiscal Services Budget Change	\$ 129,900		
			5.0%		

NOTES TO FISCAL SERVICES BUDGET

1. Principal Payments on Capital Loans

Debt Charges					
Project	Payment	Principal	Interest	Total	Balance at Fiscal YE
Kubota Tractor	(4 of 10)	\$4,662	\$936	\$5,598	\$28,153
Roller/Biofilter/Chipseal Kissing Bridge	(4 of 10)	\$15,400	\$1,863	\$17,263	\$92,400
PW Salt Truck	(4 of 15)	\$12,473	\$3,168	\$15,641	\$137,208
Fire Truck #2	(4 of 15)	\$21,837	\$5,546	\$27,383	\$240,202
Academy, Street, Biofilter	(6 of 15)	\$42,710	\$11,102	\$53,812	\$384,395
Community Centre Roof	(6 of 10)	\$8,000	\$846	\$8,846	\$40,000
Boat Launch	(7 of 10)	\$27,144	\$3,589	\$30,733	\$81,432
Lincoln/Brook Street Sewer	(7 of 15)	\$38,581	\$11,997	\$50,578	\$308,649
Cat Backhoe	(8 of 10)	\$8,000	\$576	\$8,576	\$16,000
Lunenburg Academy/Trackless/CC					
Funace/Street Paving	(8 of 10)	\$44,520	\$3,987	\$48,507	\$133,560
Lunenburg Academy/Pave Hebb & Hopson	(8 of 10)	\$33,270	\$2,119	\$35,389	\$66,540
Ladder Fire Truck #1	(9 of 10)	\$44,889	\$1,941	\$46,830	\$44,886
Lun Academy/Paving Starr & Wolff	(10 of 10)	\$17,900	\$518	\$18,418	\$0
Fire Truck#4	(1 of 10)	\$13,642	\$4,092	\$17,734	\$161,709
WWTP/Loader	(1 of 10)	\$33,268	\$9,949	\$43,217	\$395,280
Est. Temporary Borrowing*			\$13,700	\$13,700	\$210,735
Total Debt Charges		\$366,296	\$75,929	\$442,225	\$2,341,149

“*” – a temporary borrowing is for interim funding of the prior year’s capital expenditures until debentures are secured.

The 2025/26 Town’s Debt Servicing is 5.0%.

Transfers to/from Reserves

2. Elections

The next municipal election will be held in October 2028.

To budget for this expenditure there will be \$5,000 included as a reserve transfer each year.

3. Sewer

As part of the sewer rate structure an annual reserve transfer is included. The recommended minimum level is \$250,000 annually.

In fiscal 2022/23 a reserve transfer \$286,000/year was established for the potential debt funding for a plant upgrade.

4. Parking Study

Completed in fiscal 2024/25.

5. Economic Impact Study

The Economic Impact Study began in fiscal 2025/26 to carry the balance of the funds forward to fiscal 2025/26 the funds will be transferred through operating reserve to offset the current year expense.

6. Deed Transfer Tax

Deed Transfer Tax revenue to be allocated 1% to Capital Reserve and 0.5% to General Operations.

7. General Capital Reserve

Staff are recommend that there be an annual capital reserve contribution of a minimum of \$100,000.

8. General Capital Reserve

Through the Provincial-Municipal Service Exchange Agreement effective April 1, 2024 the Town is no longer required to contribute to regional housing deficits. These funds are now being directed to our Capital Reserves for infrastructure. The reserve transfer was increased by the 2.3% NS-CPI adjustment in fiscal 25/26.

9. General Capital Reserve

Through the Provincial-Municipal Service Exchange Agreement effective April 1, 2024 the Town is no longer required to contribute to corrections. These funds are now being directed to our Capital Reserves for infrastructure. The reserve transfer was increased by the 2.3% NS-CPI adjustment in fiscal 25/26.

10. PW Equipment Reserve

Previously the amount contributed to the Public Works Equipment reserve had not changed from the annual \$20,000 contribution for over 10 years and wasn't keeping pace with current equipment needs. In fiscal 24/25 that amount was increased to \$30,000.

11. Ice Resurfacer Reserve

In June 2019 Council established an ice resurfacer surcharge of \$4/hour for all arena ice time rates.

The following are the **projected** Capital Reserve Balances for the fiscal year end March 31, 2025.

Other Equipment	\$1,100,000
Ice Resurfacer Reserve	17,000
Public Works Equipment	102,000
Fire Equipment	180,000
CCBF (formally Gas Tax)	535,000
Deed Transfer Tax	<u>1,000,000</u>
Total	\$2,934,000

The following are the **projected** Operating Reserve Balances for the fiscal year end March 31, 2025.

Salt Reserve	\$52,000
Fire Personal Protective Equipment	75,000
Election Expenses	nil
Sewer Reserves - General	736,000
Sewer Reserves – Plant Upgrade	858,000
Sewer Reserves – Biofilter Media	74,000
Recreation	62,000
Pro Kids	32,000
Operating Reserve - General	305,000
Operating Surplus Reserve*	<u>196,000</u>
Total	\$2,390,000

Historical Summary of Operating Surplus Reserve

March 31, 2024	\$195,270
March 31, 2023	\$184,120
March 31, 2022	\$176,219
March 31, 2021	\$174,077
March 31, 2020	\$172,358

12. #01-2-84-7700 Appropriation for Education

The Education rate is calculated based on 2025/26 rate of 30.48¢/\$100 of uniform assessment.

	2022/23	2023/24	2024/25	2025/26
Uniform Assessment	\$297,358,538	\$329,745,875	\$375,580,597	\$407,796,208
Rate on UA	30.48¢	30.48¢	30.48¢	30.48¢
Total Cost	\$906,349	\$1,005,065	\$1,144,769	\$1,242,962

Cemetery Budget					
ACCOUNT #	Notes	DESCRIPTION	2025/26 Budget	2024/25 Budget	2023/24 Actual
		<u>Operating Revenue</u>			
04-1-95-0010	1	Sale of Lots	\$ 3,900	\$ 3,900	\$ 4,169
04-1-95-0020	1	Burials	36,000	29,500	34,212
04-1-95-0030		Bases, etc. - Head Stones	500	500	-
04-1-95-0040	2	Interest on Cemetery Trusts	14,000	6,000	15,630
04-1-95-0060	3	Appropriation from Town	14,100	25,000	(6,566)
		Total Revenue	\$ 68,500	\$ 64,900	\$ 47,445
		<u>Operating Expenditures</u>			
04-2-95-0020	4	Labour	20,000	20,000	9,099
04-2-95-0030	5	Workers Compensation	600	600	1,200
04-2-95-0040	6	Employment Benefits/EAP	5,600	4,100	838
04-2-95-0055	7	Mowing Contract	30,000	28,000	25,968
04-2-95-0080	8	Water	400	400	387
04-2-95-0090		Electricity	1,000	1,000	1,095
04-2-95-0100		Insurance	1,500	1,400	2,283
04-2-95-0110	9	Supplies	4,500	4,500	4,425
04-2-95-0115		Audit Fees	900	900	939
04-2-95-0120	10	Equipment/Building-Maint. & Repairs	4,000	4,000	1,211
		Total Expenditures	\$ 68,500	\$ 64,900	\$ 47,445
		Budget Change	\$ 3,600		
			5.5%		

NOTES TO CEMETERY BUDGET

1. #04-1-95-0010/#04-1-95-0020

In 2021-22 rates were adjusted to incorporate more of the Cemetery's operating costs. **Approved budget has no adjustment to rates for fiscal 2025/26.**

APPROVED 2025/26 Rates (NC from 2024/25)			
Sale of Lots	Lot Price	Perpetual Care Charge	Total Cost of Lot
1 Cremation Lot	\$316	\$437	\$753
1 Grave Lot	\$632	\$874	\$1,506
2 Grave Lot	\$1,201	\$1,661	\$2,862
Mausoleum	\$961	\$1,328	\$2,289

Burials	2025/26 Rates
Ashes (Cremation) – Resident*	\$688
Ashes (Cremation) – Non-resident	\$1,376
Infant or Child	\$688
Traditional – Resident*	\$1,514
Traditional - Non-resident	\$3,028

* A resident is a person who resides in Lunenburg at the time of death or was born in Lunenburg residing in a Home for Special Care elsewhere, or resided in Lunenburg for 50% of their life.

2. #04-1-95-0040 Perpetual Care Fund

As of March 31, 2024 the Perpetual Care Reserve had a balance of \$244,624. Which includes an inter-departmental capital loan balances of \$117,536.

Town General (Capital Funding)	\$2,500
Interest earned on Bank balances (estimate)	11,500
Budgeted Interest Earned	<u>\$14,000</u>

Analysis of Perpetual Care Fund

	<u>2019/20</u>	<u>2020/21</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>Budget 2024/25</u>
Perpetual Care Fund	\$228,025	\$235,580	\$234,930	\$239,892	\$244,624	\$245,000
Interest Earned	\$7,007	\$6,186	\$6,023	\$6,289	\$15,630	\$6,000

3. #04-1-95-0060 Appropriation from Town

This is the budgeted grant required from the Town.

4. #04-2-95-0020 Labour

This budgeted amount reflects the estimated costs for Public Works staff to complete maintenance, aside from mowing, at the Cemetery. This estimated labour amount also reflects estimated time for burials.

5. #04-2-95-0030 Workers Compensation

Based on the Town's current rate and allocated labour.

6. #04-2-95-0040 Employment Benefits/EAP

Based on an allocation of benefits in relation to the Public Works labour required at the Cemetery.

7. #04-2-95-0055 Mowing Contract

Mowing of the Cemetery is now completed through an annual contract.

8. #04-2-95-0080 Water

Estimate based on approved rates.

9. #04-2-95-0110 Supplies Include:

Cemetery Markers	\$1,000
Topsoil	1,900
Lawn Care Products	600
Class A gravel	500
Chains, lifting straps, gas cans, rakes, shovels, etc.	500
	<u>\$4,500</u>

10. #04-2-95-0120 Equipment/Building-Maintenance & Repairs

Miscellaneous Parts/Repairs	\$2,500
Gasoline/Fuel for Equipment	500
Building Maintenance	<u>1,000</u>
	<u>\$4,000</u>

**Town of Lunenburg - Town General Fund
Capital Budget 2025/26**

	Year 1	Year 2	Year 3	Year 4	Year 5
	2025/26	2026/27	2027/28	2028/29	2029/30
Town General					
<i>Town Hall</i>					
Exterior Restoration: Total Budget	\$700,000	\$1,000,000	\$1,350,000		
Interior Restoration				\$3,000,000	
<i>Public Works</i>					
PW Relocation Feasibility Study				\$40,000	
New Facility (Planning, Design, Construction)					\$2,700,000
<i>Victoria Road Building</i>					
<i>Old Fire Hall</i>					
Roof Membrane Removal and Replacement	\$ 250,000				
<i>Public Washrooms</i>					
<i>CN Station</i>					
<i>Lunenburg Academy</i>					
Roof Repairs	\$750,000				
Public Washroom Site Preparation	\$10,000				
<i>Beautification</i>					
Urban Forest	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
<i>Equity, Diversity & Inclusion</i>					
Interpretive Panels for Parks, (CF 24/25)	\$20,000				

Fiscal 25/26 funding YEAR 1										
DTT	Op Rsv	Capital Reserves	CCBF/Gas Tax	Debt	PW Equip Reserve	Grants	Sewer Rsv	LAF	ToL Fire Rsv	Fire District & Fire Dept
\$200,000				\$500,000						
				\$250,000						
				\$250,000	\$250,000			\$250,000		
	\$ 10,000									
	\$ 40,000									
	\$ 20,000									

CAPITAL BUDGET NOTES

Town General

Town Hall

Following the Consultant's recommendations outlined in the 2024/25 Building Envelope Condition Assessment, the identified scope has been split across several years to make it more manageable. The highest priority item is the roof repairs, including removal and replacement of on the existing modified bitumen roofing for sections of the roof and upgrading of the tie-ins and terminations all transitions, around dormers and copper roof projections. Also included is the repair and/or replacement of copper roofing elements and replacing the asphalt shingles along the mansard roof faces. Budget value based on Class D estimate included in Condition Assessment Report.

Old Fire Hall

Roof Membrane Removal and Replacement

The recently completed Building Envelope Condition Assessment for the Old Fire Hall identified the existing failing roof membrane as being a major contributor to the ingress of water into the building. In addition, this work would help to protect the previous roof strengthening works completed by the Town. The budget for this Project has incorporated the Class D estimate included in the Condition Assessment Report.

Lunenburg Academy

Roof Repairs

A Condition Assessment for the Roofing at the Lunenburg Academy was performed as part of the 2024/25 Town Capital Budget. Based on the recommendations from the Report, a scope has been developed including replacing the existing cedar roofing at all sloped roof areas, gables, hips and towers with factory finished cedar shingles. Valleys and flashings would also be replaced with new, lead coated copper materials and targeted replacement of cedar shingles and improving the flashing at mansard elevation as part of the Project. These repairs were chosen to maintain the character of the building. The budget for this Project has incorporated the Class C estimate included in the Condition Assessment Report. Staff have been working on this Project along with the Lunenburg Academy Foundation.

Public Washroom Site Preparation

Allowance based off previous discussion at Committee of the Whole Meeting. Includes provision for Public Works personnel and equipment, and materials such as gravels for pad and pathway(s), concrete and timber to build partitions.

Beautification

Urban Forest

This is the continuation of the Program previously labelled as Tree Planting where the Town looks for opportunities to add to our urban forest.

Equity, Diversity & Inclusion

Interpretive Panels for Parks

Interpretive panels for Sylvia Park and Labrador Park.

Public Works

New Sidewalks

Starr Street Sidewalk – Lincoln to New Daycare Site

Design and preparation of tender documents for new sidewalk to connect the new Daycare site to the existing network at Lincoln St. Approximate length of sidewalk is 390m, with construction scheduled for 2026/27 fiscal year.

Street Reconstruction/Resurfacing

Pelham Street – Prince Street to King Street

Planned street reconstruction work in two phases. Phase 1 is from Prince to King on Pelham Street (approximately 100m) including removals, re-construction of road subgrade, base gravels and re-paving to match existing grades. Complimentary upgrades to existing sewer infrastructure and incorporation of new storm separation infrastructure included elsewhere in Budget. Budgeted amount based on Class A estimate and consideration for Tender results from deferred Project in 2024/25.

Street Improvements

Accessibility Improvements

Improvements to existing infrastructure such as designated parking stalls, grades on ramps, adding tactile warning strips, widening sections of sidewalks, adding railings, etc. These improvements will be rolled out as new guidelines come into effect. New construction should incorporate these accessibility best practices.

Downtown Traffic Improvements

Smaller Capital works based on items such as 2024 Traffic and Parking Study, Public Works working files, crosswalk safety, etc.

Equipment

Tools

Budget to replace or upgrade small capital items for safety and production improvements.

Wastewater Utility

Plant

WWTP – Biofilter Media

Remove and replace the existing biofilter media materials utilized for odour suppression at the WWTP and performing general maintenance on the system. The existing biofilter has been in operation since November 2018, and it is estimated the media has a lifespan of approximately 7 years, and this replacement would align us with this period.

WWTP - Various Items

Allowance for various items to upgrade plant/WW system. Includes small capital items such as probes, caps, tools, equipment, etc.

Storm System

Pelham Street – Prince Street to King Street

Planned storm system upgrades in two phases. Phase 1 is from Prince to King on Pelham Street is the main section including removals, new manhole and catchbasins to incorporate storm separation for the section of road being re-paved. Will also incorporate the infrastructure recently installed at the Knaut Rhuland House. This project will need to be performed in conjunction with upgrades to existing sewer infrastructure and street reconstruction components included elsewhere in Budget. Budgeted amount based on Class A estimate and consideration for Tender results from deferred Project in 2024/25.

Sanitary System

Brook Street Station Upgrades

This lift station is in need of several upgrades to maintain its functionality. Several alterations/repairs are required to the structure (ceiling, roof shingles) and replacement of the forcemain piping with new mechanical pipe and fittings are required to improve operations and extend the lifespan of this critical lift station.

Pelham Street – Prince Street to King Street

Planned sanitary system upgrades in two phases. Phase 1 is from Prince to King on Pelham Street and includes removals, 98m of main and three new manholes to replace the existing clay & brick manhole system. This project will need to be performed in conjunction with upgrades to storm infrastructure and street reconstruction components included elsewhere in Budget. Budgeted amount based on Class A estimate and consideration for Tender results from deferred Project in 2024/25.

Community Development

Recreation

Recreation

Baseball Field Repairs

Project is to address ongoing water issues existing in both the infield and outfield of the third base line. To improve field drainage, a French drain will be installed by Public Works and tied into the box culvert that runs through adjacent to the field.

Community Centre Accessible Exterior Entrance Upgrades

An Accessibility Audit was completed of the Community Centre facility in Spring 2023. Recommendations from the audit included the exterior entrance pathway, including widening the sloped pathway to allow for easier access to the facility; repairs to the path surface to minimize any gaps, joints and breaks; renovating existing stairs to make it slip-resistant and a level landing; install handrails; and add seating.

Project highlights include removing existing stairs and adding a concrete sloped access path from the parking lot into the facility. Handrails will be added to both sides of the pathway and a bench will be added outside the facility.

Community Centre Exterior

Remove an existing non-functional exterior door on the far side of the building (facing the soccer field) and re-side section. A concrete base will be poured to meet the height of the facility. This work is required due to water entering the facility through this door and causing water damage to the basement.

Gymnasium Floor Refinish

The gymnasium floor was last refinished 15 years ago in 2005. Work will include: repairs to any gaps or damaged boards, seal, paint new game lines, and add top gloss coat. Project would improve accessibility for those with vision challenges due to the faded lines, floor quality for sports, activities and rentals, and improve overall appearance of Community Centre.

Parking Lot

The recreation complex parking lot requires renovation as proposed by the 2025 Parking and Traffic Study. Work includes: removal of existing material and new resurfacing, new curbs, accessibility improvements, signage, new paintlines, bicycle amenities, flashing beacons. Due to financial constraints staff have included this in the fiscal 2029/30 year to align when with the anticipated resurfacing of the parking lot.

Fire Department

Fleet

Boat #8 – Motor

The Fire/Rescue boat was purchased in 2011 and is 26 feet in length and is equipped to fight fires as it has a 450 gallon per minute pump that is able to deal with boat fires, protect structures on Islands, and of course protect the waterfront structures of our harbour. The two 115 HP Evinrude motors have been regularly serviced and maintained for the past 13 years but the issue is that parts for these motors are getting extremely difficult to find, and in some cases parts are no longer available, so our boat is remaining out of service for long periods of time which is simply unacceptable for the level of readiness that we need to maintain. The replacement cost for the two motors will be approximately \$50 000. This cost will be covered 100% by the Fire Department.

Other

Fire Hall – Concrete Apron Replacement (bay doors)

For the area in front of the bay doors at the Fire Hall. The concrete apron is crumbling apart in the middle and this extends across all 4 bay door entrances. The concrete apron is also rapidly deteriorating at the end of 3 of the 4 bay entrances, with small chunks of concrete coming out on a daily basis. This area has to be replaced with a new concrete apron in order to support the weight of existing and future fire apparatus. An asphalt apron would deteriorate quickly due to the weight of fire apparatus constantly travelling in the same areas to enter and exit the truck bays. Also; in the event of a fuel spill (gas for small engines or diesel), this could erode asphalt. The current apron was trimmed back a few feet already and paved with asphalt from previous deterioration of the concrete apron. Patching previously took place to defer this project for a few years.