



COMMITTEE OF THE WHOLE MEETING

MINUTES

WEDNESDAY, OCTOBER 25, 2017

7:00 p.m.

30 Honour House Court - Council Chambers

Members Present:

- Deputy Mayor Wayne Bennett**
- Councillor Lana Hansen**
- Councillor John Coughlan**
- Councillor Jeremy Thorne**
- Councillor Cecile Cassista**
- Councillor Andrew LeBlanc**
- Councillor Tammy Rampersaud**

Staff Present:

- C. Smith, CAO**
- A. Crummey, Town Clerk**
- D. Richard, Deputy Town Clerk**
- R. Higson, Director of Finance**

Regrets:

- Mayor Ann Seamans**
- G. Cole, Director of Parks, Recreation & Community Relations**
- M. Ouellet, Director of Engineering & Public Works**
- S. Thomson, Director of Economic Development**
- T. Finlay, Director of Human Resources**
- Chief D. Pleau, Riverview Fire & Rescue**

1. CALL TO ORDER

Deputy Mayor Bennett called the meeting to order at 6 p.m.

2. ADOPTION OF THE AGENDA

Moved by: Councillor C. Cassista

Seconded by: Councillor A. LeBlanc

That the agenda for the Committee of the Whole meeting of October 25, 2017 be approved.

Motion Carried

3. DECLARATION OF CONFLICTS OF INTEREST

Councillor LeBlanc noted that he would be declaring a conflict of interest during discussion pertaining to the Boys & Girls Club, his employer.

4. PRESENTATIONS BY EXTERNAL GROUPS

a. Riverview Public Library - Wendi Publicover

W. Publicover presented the proposed 2018 Operating and Capital budget for the Riverview Public Library. It was noted that the budget was prepared to respect the Town's wishes and realigned its budget to reflect a request for the same annual grant in 2018 of \$12,600 as in 2017.

Lynn Cormier responded to questions concerning slight variations to the proposed budget such as an increase in telephone service charges and the amount proposed for discretionary funds.

Deputy Mayor Bennett congratulated the Library on the addition of the art pieces to their new gallery which recently held its official opening.

b. Riverview Arts Centre - Dave Campbell, Treasurer

Dave Campbell introduced the members who accompanied him which were Roger Blakney, Dave Owen, Lorraine Casey, Julie Hopkins, Director of Operations, and Bob Hyslop, Board Member.

He stated that the Riverview Arts Centre is a registered charity which was established in 2006. It has a seating capacity of 600 and has recently taken

on the name of the “Royal” Theatre. RAC also utilizes the Fundy Chocolate River Station for smaller events.

Since last year RAC has purchased and installed new equipment - new speakers, new digital mixer, completed stage repairs and video repairs, and hired a full time Director of Operations, Julie Hopkins.

Mr. Campbell indicated that the actual proposed budget for 2018 is \$270,455 with a shortfall of \$59,385. This figure is the amount they are seeking by way of a 2018 annual grant from the Town. He clarified their year end is June 30th and that is the reason the \$39,300 appears as a grant because it overlaps. This would be the second installment of the 2017 (received after June 30th) grant from the Town.

RAC helps to promote Riverview's image - "A Great Place to Grow". The digital sign board operates 24-7 for 365 days a year which advertises not only events hosted by the Riverview Arts Centre but the Town as well. RAC is happy to lend support to various community events and provides a venue for many other charity events.

Councillor LeBlanc remarked that it is clear that the Arts Centre is growing. He pointed out that Arts & Culture is one of the seven pillars of the Town’s Sustainability Plan. The Riverview Arts Centre is looking to add new community engagement initiatives.

D. Owen confirmed with Councillor LeBlanc that RAC is currently collecting information from its stakeholders and is in the process of arranging various meetings. In fact, a meeting with Council has been scheduled on November 16th to gain their input. D. Owen indicated that RAC will seek input from various stakeholder and review all the information compiled in order to formulate a new Strategic Plan.

D. Owen confirmed with Councillor Cassista that the volunteers will be part of the strategic planning process. He noted that an external person has been assisting in the process.

D. Campbell confirmed that the attendance at any given show varies. He pointed out that because there are so many venues and so much excellent

entertainment offered in the Greater Moncton Area, it has an impact on ticket sales. People only have so much disposable income to spend.

D. Campbell confirmed with Councillor Rampersaud that now that RAC has a full time staff it is able to take time to research and apply for various grants. He also confirmed that RAC does have a projection system as opposed to a video wall but it is a big improvement. He also pointed out that RAC is utilizing the internet more to advertise which has enabled them to reduce the line item for marketing/advertising.

D. Campbell confirmed with Councillor Thorne that the Director of Operations takes into consideration a number of factors when determining the price per admission. Some shows are a RAC act where RAC pays for the whole show while other shows are cost shared. These factors would determine how the admission price is calculated.

Councillor Cassista suggested that the option for RAC gift certificates be more visible on their web site.

c. Capitol Theatre - Kim Rayworth, Managing Director

K. Rayworth introduced Board Member, Ira Crummey, Marshall Button; Artist in Residence, and Joelyn Bernard; Treasurer.

A short video was viewed which captured the 36 artists scheduled to perform this season at a cost of approximately \$225,000.

K. Rayworth pointed out that the Theatre is not operating year round but rather for 9 months. It has been determined that during the summer months many people are vacationing and taking advantage of the wonderful free events, outdoor summer concerts, and other cultural events. Instead, during the summer period, the Theatre conducts its repairs, renovations and/or maintenance.

She was pleased to report a new initiative introduced at the Capitol which was borrowed from the Fredericton Theatre called "Pay What You Will". Patrons only pay after the performance. This is a way for artists to receive promotion and/or recognition as the Theatre is confident that once the audience watches the live performance they will appreciate the talent and pay a fair price accordingly. K. Rayworth remarked that the

hope this season is to offer a show for everyone. Not every show is for everyone but hopefully the diversity of acts will appeal to different audiences. She remarked that the Capitol has instituted a post show survey to engage its patrons which has been really useful in gathering comments and/or suggestions as to how to improve the overall Capitol experience.

K. Rayworth confirmed with Councillor Cassista that some restructuring has been done to the volunteers but none have been lost. The new format is working well as a staff member has now been assigned to manage the core volunteers.

K. Rayworth reported that the Theatre offers 783 seats, 30 fly bars, provides high quality equipment, a video wall, as well as secondary space, plus a beautiful lobby. The Capitol team consists of 225 volunteers; 17 full time and 16 part time staff. Last year 54,374 tickets were issued, (8% were from Riverview residents) and are pleased to offer e-tickets to its customers. Another initiative that was launched is the membership program which offers special benefits to its members for a cost of \$39 per season (per household).

Overall the Capitol aims to contribute to the health and quality of life in our Region. It will continue to compliment the efforts of the Riverview Arts Centre and work together to promote the Arts & Entertainment industry.

Marshall Button indicated that the Capitol is close to its overall budget. Currently in the process of casting Mary Poppins and tickets go on sale November 1st to its members.

K. Rayworth noted that the 2017-2018 budget is \$1,805,495 and that they were pleased to have grown the corporate & foundation sponsor to \$205,000. The Capitol is seeking the same financial contribution from Riverview as in previous years of \$73,740.

K. Rayworth confirmed with Councillor Cassista that the shows are in a variety of languages. She also confirmed that the Board composition is set out in its bylaws which provides for 6 Moncton representatives;

4 appointed by the Board; 2 Riverview representatives; 2 Dieppe representatives; and each municipality appoints a liaison.

Councillor Rampersaud expressed her appreciation for the hard work put into growing arts & culture in this region. She indicated that she appreciates the supportive relationship the Capitol has maintained with the Riverview Arts Centre.

Councillor Hansen stated that her daughter had the pleasure of attending Capitol Theatre Academy this past summer which she thoroughly enjoyed.

K. Rayworth confirmed with Councillor Thorne that they are always looking for new acts and can now incorporate the highly advanced video wall.

d. Riverview Boys & Girls Club - Lynda Carey, Executive Director

Councillor LeBlanc declared a conflict of interest and left the Council Chambers at 7:10 p.m.

Lynda Carey introduced Elizabeth Reynolds; Board Secretary and Steven Colwell; Board Member.

She noted that as Council may recall last year there was the possibility of the loss of the Raising the Grade funding which was of great concern to the Club. This summer, however, bridge funding was received for a two year period from the Province.

The Club has 17 staff (only 2 part-time) and has received funding for 2 additional staff.

L. Carey expressed her appreciation to the Town of Riverview for their continued support. She recognized that the Club is able to deliver on its programing because of the annual funding received from the Town which covers the cost of the rent and utilities (\$53,573). As a result, the Club does not charge for its programs other than a small amount for field trips. She indicated that the Club is back under one roof of which everyone is really happy about. L. Carey was pleased to report that the Club is recognized nationally as one of the most progressive clubs. This past summer the Club employed 7 summer students as they received

Federal and Provincial grants to do so. The Club finds itself in a position now where it would like to build reserve funds.

The Club's fiscal year is the calendar year. The proposed budget being presented to Council is not a complete budget; therefore, as it is not approved by the Board at this time. However, the Club is not seeking any additional funding in 2018 just the amount to cover the rent and utilities in the amount of \$53,573. L. Carey noted that the Club has been careful with its spending, one of three vehicles is paid for, changed insurance companies, changed office costs and are changing auditors - all of which will save the Club money and has resulted in a small surplus.

L. Carey confirmed with Councillor Cassista that the Club carries out a Breakfast Program offered at the West Riverview Elementary School and the Riverview East School. Breakfast Clubs of Canada has partnered in the Greater Moncton area with Food Bank Alimentaire so that all schools that are grant recipients from BCC will be able to do online ordering with the Food Bank and have their order delivered to the schools. The Club would like to look at a drop in program in this area but have, in the past, experienced complications in that people have to be able to get there.

L. Carey confirmed that the Gold Rush campaign is still running.

L. Carey confirmed with Councillor Thorne that the Club would like to revise their policy pertaining to a reserve fund as it would like to look at creating an emergency fund; a second tier - a long term savings plan; and a third tier- money marketing.

Councillor Thorne pointed out that the Breakfast Club program is in partnership with the schools whereby the schools provide the space and the Club provides the breakfast.

L. Carey noted that through the partnership between Boys & Girls Club of Canada and RBC for Raise the Grade. RBC will provide annual funding up to \$15,000 for clubs with a tech center that used to be funded by Rogers. The Riverview Boys & Girls Club will be receiving funding from Royal Bank in the approximate amount of \$10-15,000 for 2 years.

Councillor LeBlanc returned to the Council Chambers at 7:39 p.m.

e. Codiac Transpo - Angela Allain, General Manager & Gregg Houser, Deputy Treasurer/Controller

Angela Allain introduced Bob Bowser, Supervisor of Finance & Administration, who was in the audience. She reported that the new bus has arrived and is a great addition to the fleet! She indicated that ridership is by up 2%. A. Allain noted that any time you invest in new equipment it is appealing to the public. They have also launched a mobile app so patrons can purchase on-line tickets, which is very popular with the students.

Greg Houser touched on the proposed Tri-Community Public Transit Operating budget of \$10,583,279. He highlighted that Codiac Transpo had hired an additional supervisor increasing the number from three to four. He remarked that the biggest saving will be on the maintenance side due to the new buses.

G. Houser reviewed the Riverview expenditures which were almost the same as last year's figure of \$550,676. The proposed 2018 figure is \$550,091; in addition to the amount of \$38,168 for replacement buses, direct billed bus maintenance of \$50,000, direct billed shelter maintenance less revenue for a total proposed amount to be billed to Riverview of \$508,259.

Councillors Cassista, Coughlan and Rampersaud were proud take part in the maiden voyage of Riverview's new bus this morning. Council indicated that they were pleased with the fact that Codiac is open to new ideas such as the hot spot app.

A. Allain confirmed with Councillor Cassista that the snow removal of the bus shelters is contracted out by Codiac Transpo. Councillor Cassista also expressed an interest in following up on designated disability routes.

C. Smith confirmed with Councillor Thorne that any major route change would come to Council as well as any proposed hours of operation change because of the financial implications. However, he pointed out that slight changes to a routes does not come to Council.

f. TransAqua - Kevin Rice, General Manager

Dave Muir, Chairman, of Trans Aqua - Greater Moncton Wastewater Commission noted that its vision is to be an outstanding environmental steward which supports regional planning economic development and quality of life for the tri-communities. He outlined their mission to collect and treat wastewater in a reliable, cost-efficient and environmentally responsible manner.

D. Muir wanted to mention a new item regarding compensation for commissioners. The compensation figure would be something in line with other boards in the area. He remarked that it is an item which would require approval from the tri-communities or it would not go forward.

Kevin Rice, General Manager, also introduced Jennifer Dingman, the Town's newly appointed liaison, who was also present.

K. Rice reviewed the projects included in the 2018 capital budget. He highlighted the long term capital expenditures; key budget issues which included an increase in property tax, insurance, electricity; as well as increases in wages (rate increases related to WCB), reduction in investment interest income as a result of not renewing \$15 million investment as cash flow for the Project; 2018 unit rate remains frozen at \$210; decrease in septic load revenue by reductions in chemicals and Commissioner compensation.

K. Rice also touched on 2018 Operating Budget highlights which related to two staff members obtaining Class 4 and Class 3 certifications which will allow Trans Aqua to meet its future regulatory requirements to operate the upgraded wastewater treatment facility upon commissioning in 2020. Peter Brown was commended for receiving the Silent Hero award.

The 2018 action items included the continuation to upgrade project construction and completed the BRN/UV detailed design; continue to enhance public communications including a Public Opinion Survey; continue to build the CMMS by adding assets, continue developing the records management system, and develop the GMWC Asset Management

System. Addition of another section of holiday lighting in support of the Mayor's Light Up Riverview initiative.

K. Rice reported that overall there is a decrease in revenue due to a few factors including the project construction; slight increase in operating expenditures; costs of upgrading safety equipment and training; and the possibility of hiring a CPA for a one year period. He remarked that in 2018 Trans Aqua will start to dip into capital reserves that have been built up in order to pay for the Project. The total proposed capital budget for 2018 is \$17,246,888.

K. Rice confirmed with Councillor Thorne that he cannot project how much the unit rate will increase after 2018. He pointed out by 2025 the capital reserves will be depleted.

K. Rice confirmed that the sample size of the public survey is 2500-3000. They are also preparing a pamphlet of dos and don'ts regarding what to flush. The pamphlets will be distributed along with the Town's upcoming water & sewer bills. While he appreciates that people respond to visuals, K. Rice indicated that it is complicated to include actual photographs in the pamphlet as, among other things, you must acquire the rights to use a picture.

K. Rice confirmed with Councillor Hansen that a second river crossing is proposed at Virginia Street. All waste water from Dieppe and north part of Moncton flows to this area. (Virginia Pumping Station).

K. Rice confirmed with Deputy Mayor Bennett that the Town currently has two appointed commissioners to the Greater Moncton Wastewater Commission - Dave Muir and Jennifer Dingman.

5. ADJOURNMENT

Moved by: Councillor C. Cassista

Seconded by: Councillor J. Thorne

That the Committee of the Whole meeting of October 25, 2017 be adjourned.

Motion Carried