REGULAR MEETING OF COUNCIL

MINUTES

Monday, December 11, 2017
4:00 p.m.
30 Honour House Court - Council Chambers

Members Present:	**Mayor Ann Seamans**
	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
	M. Ouellet, Director of Engineering & Public Works
	S. Thomson, Director of Economic Development
	T. Finlay, Director of Human Resources
	G. Cole, Director of Parks, Recreation and Community Relations
	D. Pleau, Fire Chief
Others:	**Press – Times Transcript**

1. Presentation by Mayor Seamans of Town of Riverview Service Recognition Pins

Mayor Seamans assisted by the Director of Human Resources, Tyla Finlay, presented Town of Riverview Long Year Service pins to the following staff:

5 years - Meghan Cross, Jodi McMackin, Robin True

10 years - Luc Gould, Christine Hoffman, Andrew Newell

15 years - Bruce Doucette

20 years - Karen Thompson

Mayors Seamans expressed appreciation to all staff for their dedication and commitment to the Town. They have provided excellent service to our residents.

2. CALL TO ORDER

Mayor Seamans called the meeting to order at 4:08 p.m.

3. ADOPTION OF THE AGENDA

Moved by: Councillor T. Rampersaud
Seconded by: Councillor J. Thorne

That the agenda for the Regular Meeting of Council of Monday, December 11, 2017 be approved.

Motion Carried

4. DECLARATION OF CONFLICTS OF INTEREST

Councillor LeBlanc indicated that he would be declaring a conflict of interest if the Boys' & Girls Club were discussed during the meeting.

5. ADOPTION OF THE MINUTES

a. Regular Council Meeting - November 14, 2017

Moved by: Councillor J. Coughlan
Seconded by: Councillor T. Rampersaud

That the minutes of the Regular Meeting of Council of November 14, 2017 be approved.

Motion Carried

b. Committee of the Whole - November 23, 2017

Moved by: Councillor A. LeBlanc
Seconded by: Councillor T. Rampersaud

That the minutes of the Committee of the Whole Meeting of November 23, 2017 be approved as amended.

Motion Carried

Councillor Thorne noted that on page 13 in the fourth paragraph it should have been Councillor Coughlan who inquired about the decorative poles and not himself.

c. Committee of the Whole - November 25, 2017

Moved by: Deputy Mayor W. Bennett
Seconded by: Councillor T. Rampersaud

That the minutes of the Committee of the Whole Meeting for November 25, 2017 be approved.

Motion Carried

d. Committee of the Whole - November 27, 2017

Moved by: Councillor J. Coughlan
Seconded by: Councillor J. Thorne

That the minutes of the Committee of the Whole Meeting of November 27, 2017 be approved.

Motion Carried

e. Special Council Meeting - November 27, 2017

Moved by: Councillor C. Cassista
Seconded by: Deputy Mayor W. Bennett

That the minutes of the Special Council Meeting of November 27, 2017 be approved.

Motion Carried

6. BUSINESS ARISING FROM THE MINUTES

NIL

7. CORRESPONDENCE

NIL

8. PETITIONS, PRESENTATIONS & DELEGATION

Presentation by Shane Thomson - Preview of Town of Riverview's updated web site

S. Thomson reported that the marketing communication, which was approved by Council in 2016, recommended the redevelopment of the Town's web site. He wanted to provide Council with a sneak preview before it is launched to the general public.

He highlighted a few elements about the site which is set up for smart phones and tablets, web content accessibility, and the site is 100% powered by renewable energy. A fully-functional Emergency Measures Organization warning system built into every page of the site, which can be managed from any mobile device with a 3G connection. On line forms now available, site will show facility cancellation in real time, and Tidal Bore information in real time. The site will also integrate with escribe agenda.

S. Thomson confirmed with Councillor Cassista that the web site will be up and running at the Visitor Information Centre which will contain information about the Tidal Bore.

S. Thomson confirmed with Councillor Coughlan that users can bookmark the Town's website into their phone as a short cut. Instead of the Town developing an app which is costly.

S. Thomson confirmed with Deputy Mayor Bennett that the web site designer, as well as the Committee, went to great lengths to solve all the "pain points" to allow for a more user friendly and accessible system. Hopefully, these improvements will address his concern regarding difficulty in navigating the by-law section.

S. Thompson extended his appreciation to the Committee members who reviewed the site's new content to make it user friendly and to easily find information. The Committee consisted of Annette Crummey, Meghan Cross and Dave Shea.

9. RECOMMENDATIONS FROM COMMITTEE OF THE WHOLE

a. Approve Community Investment Grant - Imagination Library

Moved by: Councillor T. Rampersaud
Seconded by: Councillor J. Coughlan

That the Riverview Town Council award a grant in the amount of $500 to the Moncton Regional Learning Council in support of the Imagination Library.

Motion Carried

Note: Current balance of this budget is $1,916 less the amount of $500 for the Imagination Library the remaining balance is approximately $1,416.

10. BY-LAWS

NIL

11. NOTICE OF MOTION

NIL

12. NEW BUSINESS

a. 2017 - Transfer from General Operating Fund to General Capital Fund

Moved by: Deputy Mayor W. Bennett
Seconded by: Councillor T. Rampersaud

BE IT RESOLVED *that the Town Council of the Town of Riverview authorize the transfer of $740,000 from the 2017 General Operating Fund to the General Capital Reserve Fund.*

It was noted that this amount is per the budget and includes the second instalment of $250,000 towards saving for a Wellness Centre.

Motion Carried

b. 2017 - Transfer from Utility Operating Fund to Utility Capital Fund

Moved by: Councillor J. Coughlan
Seconded by: Deputy Mayor W. Bennett

BE IT RESOLVED *that the Town Council of the Town of Riverview authorize the transfer of $47,000 from the Utility Operating Fund to the Utility Capital Reserve Fund.*

It was noted that this amount is per the budget to increase the reserve for future capital projects.

Motion Carried

c. 2017 - Transfer from General Capital Reserves to General Capital Fund

Moved by: Councillor T. Rampersaud
Seconded by: Councillor L. Hansen

BE IT RESOLVED *that the Town Council of the Town of Riverview authorize the transfer of $450,000 from the General Capital Reserve Fund to the General Capital Fund.*

It was reported that this amount is to be utilized towards financing Pine Glen Road as previously approved by Council.

Motion Carried

d. 2017 - Transfer from Utility Capital Reserve to Utility Capital Fund

Moved by: Councillor J. Thorne
Seconded by: Councillor L. Hansen

BE IT RESOLVED *that the Town Council of the Town of Riverview authorize the transfer of $420,000 from the Utility Capital Reserve Fund to the Utility Capital Fund.*

It should be noted that the amount is less than the budgeted amount of $755,000 due to savings in other Utility Budget items in 2017.

Motion Carried

e. Approval of 2018 General Operating Fund Budget

Moved by: Councillor A. LeBlanc
Seconded by: Deputy Mayor W. Bennett

BE IT RESOLVED *that the 2018 General Operating Budget for the Town of Riverview be approved as follows:*

Gross Expenditures		*$ 28,440,309*
Less Non Tax Revenues		*2,420,994*
Net Budget		*26,019,316*
Less Community Funding and Equalization Grant		*2,408,142*
Warrant to be Raised from Tax Payers		*$ 23,611,174*
Assessment Base		*$ 1,491,906,400*
Property Tax per $100.00 of Assessment		*$ 1.5826*

Motion Carried

R. Higson reported that the Town had just received confirmation that the amount of the Local Service District funds paid by the Province to the Town would be decreased by $37,000 based on a formula used by the Province. The Town had projected the amount of $410,175 and staff had to decrease the revenue side by $37,000 in the Town's budget to reflect this change and also reduced Capital from Operating by the same amount. He confirmed that the change has no impact to any other line items.

R. Higson confirmed with Councillor Cassista that based on his understanding from the Province the formula takes into consideration (among other components) debt borrowing (a large debenture was paid off in 2016); another factor taken into consideration is the tax base for the LSD which had also decreased; therefore, the Town would get less money to service the smaller tax base.

f. Approval of 2018 General Capital Fund Budget

Moved by: Councillor J. Thorne
Seconded by: Councillor T. Rampersaud

BE IT RESOLVED *that the Town Council of the Town of Riverview approve the 2018 GENERAL CAPITAL Budget as follows:*

General Government Services	*$ 703,160*
Protective Services - Fire	*332,000*
Recreation and Culture	*2,219,300*
Transportation Services	*6,522,500*
TOTAL	*$ 9,776,960*

Motion Carried

g. Approval of 2018 Utility Operating Fund Budget

Moved by: Councillor J. Coughlan
Seconded by: Deputy Mayor W. Bennett

BE IT RESOLVED *that the 2018 Utility Operating Budget for the Town of Riverview in the amount of $7,475,566 be approved and this amount to be raised through the following Water, Sewer and Sewage Treatment rates:*

	Residential	*Commercial (per cubic meter)*
Water	$465.00	$1.70
Sewer	$199.00	$0.63
Sewage Treatment	$210.00	$0.82
Total	$874.00	$3.15

Motion Carried

h. Approval of 2018 Utility Capital Fund Budget

Moved by: Councillor C. Cassista
Seconded by: Councillor A. LeBlanc

BE IT RESOLVED *that the Town Council of the Town of Riverview approve the 2018 UTILITY CAPITAL Budget as follows:*

Environmental Services - Water	*$ 1,905,000*
Environmental Services - Sewer	*730,000*
TOTAL	*$ 2,635,000*

Motion Carried

i. Approval of Five Year General Capital Fund Budget (2018-2022)

Moved by: Councillor T. Rampersaud
Seconded by: Deputy Mayor W. Bennett

BE IT RESOLVED *that the Town Council of the Town of Riverview approve the Five Year GENERAL CAPITAL Plan (2018 - 2022) as follows:*

	2018	2019	2020	2021	2022
General Government Services	$ 703,160	$ 45,000	$ 45,000	$ 125,000	$ 45,000
Protective Services - Fire	332,000	460,000	0	100,000	0
Recreational and Culture	2,219,300	2,358,500	224,000	500,000	15,000,000
Transportation Services	6,522,500	6,135,000	6,330,000	8,545,000	4,695,000
TOTAL	$9,776,960	$8,998,500	$6,599,000	$9,270,000	$19,740,000

Motion Carried

j. Approval of Five Year Utility Capital Fund Budget (2018-2022)

Moved by: Councillor A. LeBlanc
Seconded by: Councillor L. Hansen

BE IT RESOLVED *that the Town Council of the Town of Riverview approve the Five Year UTILITY CAPITAL Plan (2018 - 2022) as follows:*

Environmental Services - Water	$1,905,000	$2,460,000	$2,220,000	$2,485,000	$2,250,000
Environmental Services - Sewer	730,000	500,000	500,000	500,000	710,000
TOTAL	$2,635,000	$2,960,000	$2,700,000	$2,985,000	$2,960,000

Motion Carried

k. Long Range Capital Plan Direction

Moved by: Councillor J. Thorne
Seconded by: Councillor A. LeBlanc

That Council direct staff to review and update the Town's ten year capital plan and develop an associated tax rate strategy to ensure that the Town's long term plan is sustainable and affordable for the residents of Riverview. Staff is also directed to develop a communication strategy to educate residents of the impact of the Town's long term plan and tax rate strategy on the community. Staff is to deliver an updated ten year capital plan and tax rate strategy to Council for discussion before the end of March 2018.

Motion Carried

l. I.A.F.F. Local 2549 - Ratification of contract

Moved by: Councillor J. Coughlan
Seconded by: Councillor C. Cassista

That Town Council of the Town of Riverview ratify the tentative agreement with IAFF Local 2549 for a five year term expiring March 31, 2021, including the proposed wage settlement of - April 1, 2016 – 3.07%; April 1, 2017 – 2.97%; April 1, 2018; April 1, 2019; April 1, 2020 for Firefighter/Paramedics and 1.75% each year for the Administrative Assistant Position.

Motion Carried

C. Smith confirmed with Councillor Cassista that the IAFF is also proceeding to ratify the contract. Councillor Cassista remarked that she was pleased that an agreement has been reached without going to arbitration.

m. New Petitcodiac Bridge - Aesthetics

Moved by: Councillor T. Rampersaud
Seconded by: Councillor C. Cassista

That Town Council agree to cost share the decorative features on the new Petitcodiac Bridge with the City of Moncton and direct staff to include our share of the funding ($180,000) in the planning for the 2019 General Operating Budget.

Motion Carried

C. Smith confirmed with Councillor Cassista that the Moncton City Council will ratify a similar motion at their next meeting.

Councillor Thorne requested that it be reflected in the minutes that the Province has agreed to carry out the repairs on the new bridge.

C. Smith indicated that the new structure will be a Provincial asset and it will be their responsibility to carry out maintenance albeit those repairs / maintenance may not be at a pace Council is necessarily satisfied with.

n. Planning & Building Inspection Agreement

Moved by: Councillor A. LeBlanc
Seconded by: Councillor C. Cassista

Town Council direct Town staff to notify the City of Moncton that the Town of Riverview is giving the City notice, per terms of the agreement, that it is opting out of the current Building Inspection and Municipal Planning Services Agreement. Furthermore, Council directs staff to begin discussions with the Regional Service Commission to enter into a direct service level agreement with the Regional Service Commission to deliver Planning and Inspection Services for the Town of Riverview.

Motion Carried

C. Smith confirmed with Councillor Cassista that he had discussed the matter with the City of Moncton and they were aware of the proposed motion coming forward at the Council meeting.

o. Cancellation of Committee of the Whole Meeting for December, 2017

Moved by: Councillor C. Cassista
Seconded by: Deputy Mayor W. Bennett

That the Committee of the Whole Meeting for December, 2017 be cancelled.

Motion Carried

13. COUNCIL STATEMENTS/INQUIRIES

Councillor LeBlanc expressed his appreciation to senior staff for stepping up and meeting the budget parameters.

Mayor Seamans thanked staff and Council for their efforts during the budget process.

She also took the opportunity to wish everyone a Merry Christmas and a Happy New Year.

14. ADJOURNMENT

Moved by: Councillor J. Thorne
Seconded by: Councillor C. Cassista

That the meeting be adjourned at 4:53 p.m.

Motion Carried

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Ann Seamans, Mayor Annette Crummey, Town Clerk