

Council Chambers
City Hall
Moncton, N. B.
November 4, 2020
8:30 a.m.

MINUTES – SPECIAL COMMITTEE OF THE WHOLE – BUDGET SESSIONS

MEMBERS OF CITY COUNCIL

Mayor Dawn Arnold	Councillor Blair Lawrence
Councillor Pierre Boudreau	Councillor Charles Léger
Councillor Paulette Thériault	Councillor Bryan Butler
Deputy Mayor Shawn Crossman	Councillor Susan Edgett

ABSENT

Councillor Brian Hicks
Councillor Paul Pellerin

ALSO PRESENT

M. Landry, City Manager
B. A. Quigley, City Clerk and Director, Legislative Support
C. Dallaire, General Manager, Recreation, Culture and Events
J. Doucet, General Manager, Financial Services/CFO
N. Robichaud, General Manager, Legal and Legislative Services
J. MacDonald, General Manager, Sustainable Growth and Development Services
G. Houser, Deputy Treasurer/Controller
M. Theriault, Deputy Treasurer, Corporate and Management Accounting
L. Hanson, General Manager, Corporate Services
I. LeBlanc, Director, Communications
J. Cohoon, Director, Recreation
A. Allain, Director, Codiac Transpo
K. Silliker, Director, Economic Development
C. Landry, Fire Chief
B. Bowser, Supervisor, Finance & Administration, Codiac Transpo
R. Sorrey, Director, Information Systems
A. Richard, Director, Construction and Design
D. Hicks, Director, Parks
B. Budd, Director, Planning and Development, Via WebEx
L. Anofi, Financial Analyst
J. Robichaud, Financial Analyst
S. McGrath, Financial Planning & Reporting Specialist
B. Tait, Acting General Manager, Operations Services
D. Morehouse, Director, Public Works
S. Trenholm, Director, Facilities
N. Taylor, Director, Water and Wasterwater, Via WebEx
A. MacNeil, Director, By-Law Enforcement
T. Critchlow, Superintendent, Codiac RCMP
C. Savoie, Director, Policing Support Services
J. Preston, Director, Human Resources
S. Porter, Manager, Venues
J. Marvin, Director, Magnetic Hill Zoo and Park
D. Hathaway, Codiac RCMP
R. Lagacé, Project Engineer
C. Despres, Director, Strategic Initiatives, via WebEx
J. Somers, Director, Tourism and Events

A. Grncarovski, Manager, Operations, Codiac Transit

CALL TO ORDER

APPROVAL OF AGENDA

Motion: That the agenda **be approved** as circulated.

Moved by: Councillor Butler

Seconded by: Councillor Lawrence

MOTION CARRIED

Mr. Landry provided an overview of the process for this year's budget sessions. He noted the global impact of COVID-19 will have on this budget as well as future budget. The budget has been established using the City's Strategic Plan. The budget being presented is a balanced budget with no service cuts. He did reiterate anything added will result in something being removed. The long-term operating impacts have been included within the budget.

Councillor Léger entered the meeting @ 9:06 a.m.

The guiding principles in the preparation of this budget may be summarized as follows:

- Maintain tax rates at 2020 level
- Maintain existing service levels
- Incorporate the operating impact of COVID-19
- Proactive infrastructure renewal plan
- Continue to identify and incorporate efficiencies
- Ensure rates and fees for services are appropriate
- Prioritization and strategic decision making
- Continued focus on customer service

Councillor Edgett entered the meeting @ 9:09 a.m.

Mr. Landry provided an overview of the Financial Structure, Policies and Processes included in the budget binder.

In response to Councillor Butler question, Mr. Landry indicated that the Director, Strategic Planning and Policing Support Services will be updated to reflect who should be placed on the organization chart.

It was recommended by Councillor Butler that in the future, Fire Department and RCMP costs be subdivided.

Councillor Léger requested that any recoveries be added to the budget binder in future years.

Mr. Landry indicated that as of this year, the budget will now include a section on climate reporting.

A discussion ensued on the motion for Youth Ice Users presented at the October 26, 2020 Committee of the Whole meeting and the timeframe of the phasing in.

Ms. Cohoon indicated that it was understood by staff, that the recommendation was \$87,000 for all of Youth Ice Users, and that staff were to go back and get the High School hockey program numbers needed for subsidizing their program. She informed Council that the numbers being presented today is reflecting both of these subsidies.

The City Clerk will provide clarity of the motion approved at the October 26, 2020 Committee of the Whole meeting. Mr. Landry also reminded Council as we are debating the budget today, they have the final decision on

what the subsidies should be for both entities. The motion has been approved in Committee of the Whole; however, must be ratified in a public setting.

Councillor Crossman spoke to a correspondence he received from the group who presented to the Committee of the Whole, and what their perspective was on the subsidies.

Motion: That the \$87,236 in funding for the Youth Ice Users be provided for their 2020/2021 season and that administration evaluate the high school hockey funding in the amount of \$10,000 being phased in for the 3 years starting during their 2021/2022.

Moved by: Deputy Mayor Crossman
Seconded by: Councillor Léger

Recessed at 10:35

Reconvened at 10:48

Capital Budget

Mr. Houser spoke of the COVID19 Infrastructure Project, any project the City has identified have been sent to the Province for approval.

In response to a question from Councillor Léger, Mr. Doucet noted that the Rising Tide project funding is being taken from Reserves this year, and that following year budgets, administration will review any capital projects that can be postponed to cover this project.

Councillor Léger requested further information on the replacement of the HVAC replacement at the Saint George Fire station that had failed and needed to be replaced.

Councillor Léger requested that Council be provided a presentation on the emergency plan for the use of fire stations in the event of a smaller emergency such as power outage in a neighborhood.

In regards to a question on the downtown washroom installation, administration is exploring self-cleaning washrooms.

Chief Landry, in response to a question regarding a fire training centre, noted that discussions are taking place regionally for the centre.

Councillor Butler requested perhaps funding be set aside in the budgets of 2023, 2024 and 2024 for an outdoor pool for the north end. He requested that administration explore areas, cost, etc. Both Ms. Dallaire and Ms. Cohoon spoke to the Rec Plan for the City, and how funding is provided. Currently the City has a total 27 water features in and around the neighbourhoods. Councillor Butler requested that he be provided with the future plans for Ward 3 contained in the Rec Master Plan.

General and Utility Operating Budget – Marc Landry, City Manager

Governance, Corporate Management and Protective Services

Service areas:

- Mayor and Council
- City of Manager
- Police
- Fire
- By-Law Enforcement & Licensing

Objective of Departments

To provide overall direction of the City of Moncton in regards to legislative acts and responsibilities under the *Local Governance Act*.

Council also represents the view of citizens, businesses and organizations in terms of municipal direction and activities that have an impact on the City of Moncton.

To provide leadership to all areas of municipal service in the day-to-day operations of the corporation; responsible for a workforce of more than 650 employees.

The City Manager is accountable to Council. To provide oversight and direction in regards to protective services including policing services, fire protection and by-law enforcement services

Level 2 and 3 Request included in the budget

COVID-19 Impact Mitigation – (\$55,048)
Facility Repairs and Maintenance *(Year 2) – \$11,018
Increase Bunker Gear – 0
Fire: Training and In House Courses – \$30,000
Total net costs included in Budget – (\$14,030)

CRPA Budget

Superintendent Critchlow provided an overview of the CRPA budget. It was noted in response to question from Councillor Butler, currently the compliment of RCMP members stands at 147; however, with members currently out for a reason or another, it is reflective of 127 members.

Councillor Léger, as the Chair of the CRPA, in response to a question from Councillor Butler, advised that the wording on the hire of a professional chairperson for the CRPA should be changed. He will bring back to the CRPA Board.

In response to a question from Deputy Mayor Crossman, Mr. Doucet indicated the increase to the CRPA cost is 3% this year. If the City takes out the fire aspect from the increase, it would stand at 5% for the CRPA budget.

Superintendent Critchlow advised that members are now a certified union; therefore, they are anticipating salary increases. It is unsure if back pay will be required; however, monies have been set aside since 2007 to cover any back pay.

Corporate Services – Laurann Hansen, General Manager, Corporate Services

- Service areas:
- Corporate Services Administration
- Communications
- Human Resources
- Information Systems Administration and Information Steering
- Strategic Initiatives
- Service Moncton
- Operation Centre Administration

Objective of Departments

To provide municipal corporate services in the following departments: Corporate Services Administration, Communications, Human Resources, Information Systems, Strategic Initiatives and Service Moncton. These areas are mainly responsible for providing internal services across the organization to support and improve organizational performance. Areas of focus include moving the organization forward in its corporate performance, communications, employee engagement, and customer service and citizen engagement.

Level 2 and 3 Request included in Budget

Corporate Software request - \$50,000

COVID-19 Impact Mitigation – (\$62,142)
Enterprise Resources Planning System Consulting – \$70,000
Increase Corporate Health and Safety Budget - \$0 (transferred to corporate health and safety/mental health)

Legal and Legislative Services – Nick Robichaud, General Manager, Legal and Legislative Services

Objective of Department:

The legal department's role is to provide legal support to Moncton City Council, the City Manager, civic departments and municipal staff to assist in the delivery of service to the citizens of Moncton.

The City Clerk's Office is the gateway to City Council. The City Clerk is also the official record keeper for the City, responsible for the minutes of Council meetings and official records of their decisions, as well as communicating those decisions. The City Clerk is there to ensure that citizens have the opportunity to be heard by Council.

Areas of Services:

- Legal Department
- City Clerk Department

Level 2 and 3 Request included in the Budget

COVID-19 Impact Mitigation – (\$9,111)
Revenue Matrix – (\$2,000)
Total Net Costs included in Budget – (\$11,111)

Finance Services – Jacques Doucet, General Manager (CFO), Financial Services

Object of Department:

Finance Services provides strategic financial management services and leadership to the corporation. The main responsibilities of this service area is the safeguard of the City's financial assets, ensuring long-term fiscal sustainability of the City and promoting sound fiscal practices and policies. This service area includes the Finance, Purchasing, Revenue, Central Stores and Fleet departments.

Areas of Services:

- Finance
- Purchasing
- Utility Billing and Collection (Revenue Office)
- Central Stores
- Fleet

Level 2 and 3 Request included in the Budget

City Hall Space Planning – \$50,000
COVID-19 Impact Mitigation – (\$11,875)
Parks Salting and Plowing – Operation Cost – \$5,000
Procure to Pay - \$0
Total Net Costs included in Budget – \$43,125

Mr. Doucet advised that Council will be provided with any additional cost incurred with the unionization of the RCMP. As for the Avenir Centre fundraising project stands at \$2M and the City will continue to actively pursue fundraising opportunities to attain the \$5M projected. It was noted that a lower interest rate has been applied than projected on the Avenir Centre project.

Sustainable Growth and Development – Jack MacDonald, General Manager, Sustainable Growth and Development Services

Objective of Department

To provide a focused approach towards sustainable growth and development for the City of Moncton through multi-departmental oversight. From the initiation of the building process with Economic Development and Urban Planning, through Building Inspection and working with Engineering and Environmental Services, business and citizens will have more of a one-stop service area to address growth, rezoning and infrastructure requirements within the City of Moncton. The area also oversees both on and off street parking opportunities for the general public.

Services areas:

- Engineering
- Parking
- Building Inspection
- Urban Planning
- Economic Development and Immigration

Level 2 and 3 Request included in Budget:

COVID-19 Impact – net Revenue – \$340,885
COVID-19 Impact Mitigation – (\$113,066)
Development of Community Energy Plan – \$60,000
Heritage Grant Increase – \$10,000
Heritage Property Review – \$25,000
Municipal Plan Update – \$0
Municipal Plan Update (Translation) – \$0
Rate Increase Delay by 1 year – \$122,980
Revenue Matrix – (\$7,490)
Total Net Costs included in Budget – \$438,309

Codiac Transpo – Jack MacDonald, General Manager, Sustainable Growth and Development Services

Objective of Departments

Provide Greater Moncton with a safe, efficient, fixed route, urban public transportation service. Codiac Transpo serves the tri-community area population of approx. 115,000 with 40 buses and 100 employees. Service level is seven days a week excluding statutory holidays. Customer amenities include transit shelters, trip planning tool on web site, free Wi-Fi and bike racks on all buses.

Level 2 and 3 Request included in Budget

COVID-19 Impact – net Revenue - \$460,686
COVID-19 Impact Mitigation – (\$9,624)
Transpo Electric Bus Feasibility Study - \$0
Total Net Cost Included in Budget - \$451,062

Ms. Allain spoke to the 4 runs that are operating at 70% service by Codiac Transpo at this time. Currently Codiac Transpo has over \$500,000 shortfall as of now and the upcoming year continues to be uncertain. The Province has provided some funding; however, the funding does not cover the deficit. Councillor Léger requested that administration look at the service at People Parks Tower. Administration will come back to Council with different options for the upcoming year. A suggestion was made to have full service for one day a week during the month of December.

Operational Services – Bruce Tait, Acting General Manager, Operational Services

Objective of Departments

- To provide a public service to roadway users offering convenient and safe access to roads as well as safe and functional sidewalks; to provide internal service of the acquisition, maintenance and disposal of vehicles and equipment; to provide a public service to waste producers offering curbside collection of solid waste, including residual waste, recycled material and organic waste.
- The planning, design, maintenance and construction of City facilities, project management of civic facility construction projects and city-wide programs and asset management.

- Parks Department is responsible for many municipal services that contributes to an improved quality of life for the citizens of Moncton with recreational and athletic facilities that foster wellness and healthy living, and invest in parks, trails, green spaces and urban forestry.

Service Areas

- Public Works;
- Facilities;
- Parks.

Level 2 and 3 Request included in Budget

COVID-19 Impact – Net Revenue – (\$220,000)
 COVID-19 Impact Mitigation – (\$16,403)
 COVID-19 Impact – 2021 Superior Propane Centre – \$209,491
 Crack Sealing/Patching – \$80,000
 Emerald Ash Borer – \$20,000
 Facility Repairs and Maintenance (year 2) – \$51,982
 Geese Management – \$15,000
 Parks Salting and Plowing Equipment – \$20,000
 Waste Collection – \$355,000
 Waste Sorting – \$25,000
 Water Asset Winterization – \$80,000
 Total Net Costs Included in Budget – \$620,070

In response to a question from Deputy Mayor Crossman, Mr. Doucet advised Council that the City of Moncton is responsible for 90% of deficit at the Superior Propane Centre. Due to COVID-19, the facility will have fewer tournaments; therefore, revenue will be down this year.

In response to a question from Councillor Butler, Mr. Tait advised that monies are allocated in the capital budget to look at the space needs, logical operations of the yard itself. Noise and dust mitigation are being looked at once again.

Recreation, Culture and Events Services – Catherine Dallaire, General Manager, Recreation, Culture and Events Services

Objective of Departments

- To provide values, citizen participation at the neighborhood level, social inclusion, and creates attractive landscapes and spaces for a beautiful city.
- To provide and enhance citizens', visitors' and area residents' knowledge of our city and overall experience when discovering Moncton. To promote, operate and maintain several municipal attractions including the Magnetic Hill Park, the Magnetic Hill Zoo, and Resurgo Place as well as heritage properties.
- To provide programs and opportunities that promote Arts, Culture and Heritage as key ingredients in our quality of life, in addition to maximizing the opportunities presented by these areas as engines for economic development
- To ensure that the Coliseum, Stadium, Market and Concert Sites are developed as key economic generators for the City
- To develop, coordinate and implement tourism marketing, services and programs to position Moncton as one of Canada's prime tourism destination
- To develop, coordinate and implement event strategies that improve quality of life experience for residents, focusing Moncton as Atlantic Canada's Entertainment Capital and contributing to the economic development of the community

Service Area:

- Leisure Programs
- Culture and Heritage programs
- Magnetic Hill

- Events
- Tourism
- Venues

Level 2 and 3 Request included in Budget

- Contractual Obligation – Revenue Deferral – \$357,000
- COVID 19 Impact – Net Revenue – \$1,312,310
- COVID 19 Impact – Mitigation – (471,558)
- Facility Repairs and Maintenance (year 2) – 55,000
- Funding for Increase Safety and Security – \$200,000
- Pool Contract – \$60,000
- Revenue Matrix – (\$15,065)
- Total Net Costs Included in Budget – \$1,497,660

Ms. Dallaire spoke of the events that were cancelled due to the pandemic. Even though the pandemic cancelled many events, several innovative events did happen. She also spoke of the Christmas décor plan for the downtown area.

Water and Wastewater

Objective of Department

To provide a public service to wastewater account holders and wastewater producers offering a safe removal of wastewater from their premises including transportation of wastewater to the Greater Moncton Wastewater Commission (GMWC/TransAqua) system. This is a full cost recovery program through fair and equitable wastewater rates.

To provide a public service to water account holders and water consumers offering access to safe, clean, potable water, meeting or exceeding the Guidelines for Canadian Drinking Water Quality. This is a full cost recovery program through fair and equitable water rates.

Service Area Description

Wastewater Service

- Wastewater system planning, design and construction
- Sewer main and lateral operation and maintenance
- Wastewater compliance monitoring and reporting (effluent, cross-connections)
- Wastewater Pumping Station operation and maintenance (13 stations)
- SCADA system management
- Coordination with the Greater Moncton Wastewater Commission (GMWC / TransAqua)
- Wastewater treatment (GMWC / TransAqua)
- Wastewater lines: 380 km (sanitary and combined)
- Pumping stations: 11 (Dutchill, Woodlawn, Uplands, Modern, Milner Brook, St. George, Spurr, Royal Oaks 1, Royal Oaks 2, Vail, Centennial)

Water Services

- Potable water compliance, monitoring, and reporting
- Potable water system planning, design and construction
- Source water/watershed management
- Source water production
- Potable water treatment
- Potable water pumping and storage
- Potable water transmission and distribution
- SCADA system management
- Potable water meter installation and repair

- Water main and water services operations and maintenance
- Water Loss Control Management
- Water Mains: 500 kilometres
- Water services/meters: 23,000
- Pumping stations: 5 (Highfield, Mapleton, Magnetic Hill, Elmwood, and Edinburgh)
- Storage tanks: 3 (Garden Hill, Caledonia and Twin Oaks)
- Turtle Creek reservoir: supplies 45,000 cubic metres of water/day to the Greater Moncton area

Mr. Doucet advised Council that the impact to a customer it is \$16/year. The City can keep the rate flat this year.

Motion: That the water and wastewater rate be kept flat for the 2021 budget.

Moved by: Councillor Boudreau

Seconded by: Councillor Léger

Reserves

Mr. Landry provided an overview of the General fund; Capital fund and Utilities fund reserves, which can be found on pages 364-368 of the budget binder.

Adjournment:

Motion: That the meeting be adjourned.

Moved by: Councillor Boudreau

MOTION CARRIED