



MINUTES
SPECIAL PUBLIC COUNCIL MEETING
December 14, 2015

Minutes of the Special Public Meeting of Council held in the Council Chambers, Town Hall on December 14, 2015 at 6:32 p.m.

Members Present

Mayor Ralph Tapper
Deputy Mayor Geoff Gallant
Councillor Peggy Roche
Councillor Craig Scott
Councillor Mary Thorne-Gosse
Councillor Brian Whitty

Staff Present

Dawn Chaplin, CAO/Town Clerk
Ann Picco, Executive Clerk

Regrets

Councillor Carol Ann Smith

Gallery

There were 5 people in attendance.

ADOPTION OF AGENDA

559-15 Motion – Councillor Roche / Councillor Thorne-Gosse

RESOLVED THAT the Agenda be adopted as presented.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Thorne-Gosse and Whitty)

Against Motion: 0

Abstained: 0

Mayor Tapper welcomed all in the Council Chambers and Gallery, advising that the only item on tonight's agenda was the Town of Torbay 2016 Budget. He thanked the Finance and Administration Committee for all their work as it was a long process which started early October. Council also joined Committee for meetings, some scheduled during evening and weekend hours. He thanked CAO/Town Clerk Dawn Chaplin for all her work and assistance on the Budget.

2016 Budget Speech

Councillor Thorne-Gosse presented and read aloud her speech in relation to the 2016 Budget. Highlights of her speech included:

- Council is now two years into its mandate and are committed to implementation of its vision through initiatives outlined in the Strategic Plan.
- An organizational review was completed this year; and, effective January 1, 2016, resources will be realigned to create a more efficient organization.
- The Town of Torbay is heavily reliant on residential property tax for its source of revenue, therefore, Council are exploring all means to diversify its tax base and reduce the burden on residents.
- Work continues towards the construction of a wellness center for the Town of Torbay. The Town has moved towards evaluating the renovation and expansion of the Kinsmen Community Center; and, will be in receipt of a site plan and capital cost to make this venture a reality.
- 2016 is a re-valuation year for property assessments in Newfoundland and Labrador. Recognizing this fact along with the mandatory legislative requirement for a balanced budget in 2016, the mil rate for residential property tax was reduced to 6.7 mils.
- The Town will continue to offer a 25% discount on property taxes to residents in receipt of the guaranteed income supplement in 2016. A property tax reduction for low income recipients will be introduced in 2016. The discount will be 20% for individuals and families that qualify.
- The 2016 main operating budget will total \$8,636,546.83 and \$4,376,174.80 allocated for capital projects. Highlights are as follows:
 - Council remuneration will be frozen at the same rate as 2015.
 - Council recognizes the East Coast Trail as a valuable tourism asset, and a donation towards its upkeep and maintenance will be provided in 2016.
 - Council will work towards improving resident communications.
 - Torbay Volunteer Fire Department provides a vital service to our community.
 - Committee is recommending an increase in the honorarium for all volunteer firefighters.
 - The tender call for a new rescue vehicle is anticipated, and is cost shared with the Provincial Government.
 - Public Works operations accounts for a significant portion of main operating expenditures in 2016.
 - Ongoing projects include implementation of the pedestrian safety study, summer road maintenance, upgrading of Morris Avenue, the new municipal depot is slated to be open in July of 2016, a water quality study will be undertaken to identify means to reduce THM's in our municipal potable

water supply, infrastructure upgrades will take place at the Tynedale Pumping Station, a review of the Spring and Fall Clean Up will take place, implementation of the Vehicle and Equipment Strategy continues, and 2016 will see the acquisition of a new pick-up truck and tandem dump truck. Two pick-up trucks and one dump truck will be removed from the fleet via tender, with proceeds used to pay down capital acquisition.

- Work is ongoing from a planning perspective.
 - Ongoing projects include continued work on the flood plain analysis in the areas of The Gully and Whiteway's Pond Brook, the completion of the municipal plan review, purchase of the latest aerial photography and LIDAR imagery which will assist with developing a new base map for the Town, and a review of the Town's subdivision guidelines.
- Recreation is key to the quality of life for our residents.
 - Ongoing projects include engaging residents and community groups regarding Upper Three Corner Pond Park, construction of the new multi-purpose building at Upper Three Corner, community programs will be reviewed and refined, the Torbay Volunteer Special Events Group will be organizing the summer festival entitled "A Time in Torbay", continued implementation of the open space management strategy with trail developments, and land in The Gully area will be acquired with the aim to protect and conserve into the future.
 - Council will continue to support the many community groups in our Town – minor softball, Allied Youth, 50plus, Torbay Harbour Authority, trails and environment (TETC), Heritage and Beach Committees to name a few.
- Torbay's past is not only important for the present but for future generations.
 - It is anticipated that the Priest's House will be purchased in early 2016 and will become the new home for arts, culture and heritage in our community.

- More details regarding the Town of Torbay 2016 budget will be found on the Town's website in the coming days.

Councillor Thorne-Gosse thanked Committee, CAO Dawn Chaplin, staff, and Mayor Tapper for their countless hours of work on the Town of Torbay's 2016 Budget. She thanked Councillor Scott who formed part of the Finance and Administration Committee in the absence of the Deputy Mayor.

2016 Budget

Department budget presentations were held on November 2nd. Finance and Administration Committee met on November 16th, 24th, 28th, and December 1st to review all budget submissions and to prepare a draft budget for Council's consideration. On December 6th, Committee met with all Council to discuss the 2016 draft budget.

See below motions required for the adoption of the 2016 budget. The same procedure was followed as per the 2007-2015 budgets (inclusive).

560-15 Motion – Councillor Thorne-Gosse / Councillor Scott

RESOLVED THAT the Town of Torbay write off taxing owing for the years 2009 and prior as these amounts are uncollectable. The total amount to be written off is \$35,950.69.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Thorne-Gosse and Whitty)

Against Motion: 0

Abstained: 0

561-15 Motion – Councillor Thorne-Gosse / Councillor Scott

RESOLVED THAT the Town of Torbay continues collection procedures for taxes owing in the amount of \$647,777.91. This represents taxes owing for the years 2010 to 2015 inclusive.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Thorne-Gosse and Whitty)

Against Motion: 0

Abstained: 0

562-15 Motion – Councillor Thorne-Gosse / Councillor Scott

RESOLVED THAT As per recommendations from the Department of Municipal and Intergovernmental Affairs and the town's auditor, that the GST/HST rebate refunds be utilized to pay down existing capital debt.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Thorne-Gosse and Whitty)

Against Motion: 0

Abstained: 0

Deputy Mayor Gallant discussed the motions for the 2016 tax and fee structure schedule and the mil rate for the 2016 taxation year, questioning if they should be combined. CAO advised that they are kept separate as per previous years and as per requirement from the Department of Municipal and Intergovernmental Affairs. Deputy Mayor asked if the motion on the mil rate could be reviewed and discussed first before the adoption of the tax and fee structure, as he asked to debate the Budget. He had some concerns and questions concerning the outcome of the average tax bill, and he asked to discuss other opportunities. Mayor Tapper agreed.

563-15 Motion – Councillor Thorne-Gosse / Councillor Scott

RESOLVED THAT the Town of Torbay’s residential property mil rate for the 2016 taxation year be set at 6.7 mils.

Question called. Motion carried.

For Motion: 5 (Mayor Tapper, Councillors Roche, Scott, Thorne-Gosse and Whitty)

Against Motion: 1 (Deputy Mayor Gallant)

Abstained: 0

Council discussed the above motion, with the following comments:

- The Town received tremendous input from residents as to what they want Torbay to provide via social media and live webcast on October 27th. Information and questions were received pertaining to trails, improved services, and mil rate reduction.
- Items were included in the Budget that coordinate with the Town’s Strategic Plan, which was developed at start of this Council’s term.
 - Some items have been fulfilled, and the mandate is to fill all.
 - An item of significance in the Budget is commitment to building trails. The Town has to commit its own resources for some projects, and the main resource it has at present is revenue through residential property taxes.
 - Ongoing projects include the building at Upper Three Corner Park, the Municipal Depot, purchase of the Priest’s house for museum, community centre expansion and refurbishing, traffic study as there are issues with speeding, expansion of sidewalks, and Morris Avenue upgrades.
 - There are funds budgeted for continuing work on the issue of contamination from the Airport. The Town is still waiting on St. John’s for the water study results. Mayor advised he will be meeting with the new MP this week to further discuss with him; and, he has already written the Minister from previous Government and hoping to get a meeting scheduled.
- Property Tax Assessments were a topic of discussion. It was noted that some assessments went down, and Council dropped the mil rate as low as possible.
 - There is a rebate for seniors in receipt of GIS, and this year reduction for low income recipients was included.
 - Council discussed property taxes and business taxes - business tax revenue has to increase before property taxes can be decreased. Residential property tax is the main source of revenue for the Town, therefore it’s important that our business base expand. It was discussed that the Town is in good financial shape - there are loans that have terms ending soon. An organization review was completed on how the Town can save money, and it was noted that professional development was decreased by twenty five percent for all departments.
 - Low income housing has been reviewed and being addressed and discussed in 2016.
- Deputy Mayor discussed that he received some feedback from residents on the 2016 Budget. He discussed tax bill increases, advising that the mil rate could have been lowered further. Property tax invoices have doubled since 2009, and Council needs to review further as there are lower incomes. He questioned some budget line items including the

municipal depot which he requested explanation of costs, and the possible purchase of the Priest's house. He asked Council to consider some changes. See motion below:

564-15 Motion – Deputy Mayor Gallant / Councillor Whitty

RESOLVED THAT the Town of Torbay amend the above motion and that we remove the priest house upgrades at cost of \$85,000 and the crane from the municipal depot at cost of \$115,000.

Question called. Motion defeated.

For Motion: 1 (Deputy Mayor Gallant)

Against Motion: 5 (Mayor Tapper, Councillors Roche, Scott, Thorne-Gosse and Whitty)

Abstained: 0

In relation to the above motion, Council discussed the following:

- Deputy Mayor discussed long term benefits of projects, costs included in the Budget, and he questioned if Council could save taxpayers money.
- Council discussed the Priest's house noting that the Town has been trying to secure the home as a heritage home and museum for approximately one year. The area is great for open space and a park which will add to the centre of the Community. It's a great opportunity for the Town as a heritage site; and, the Town is hoping that this property can be declared Heritage as funding can be obtained.
- Council discussed that acquiring the crane for the Municipal Depot will ensure a lot of work can be done in-house. Safety comes first for the Public Works staff and all staff; and, cost could be double if the Town waits and purchases at a later date. The depot was originally designed to include the crane; and, it makes sense to purchase now while the building is being constructed and in order to do project correctly. The best time to install the crane is before the roof truss are in place - if put in after that, it would be at a higher cost.

565-15 Motion – Councillor Thorne-Gosse / Councillor Scott

RESOLVED THAT the Town of Torbay adopt the tax and fee structure schedule for 2016 as presented. The 2016 schedule will be advertised in the January edition of the Northeast Avalon Times newspaper, posted on the Town's website and provided in the 2016 budget e-newsletter.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Thorne-Gosse and Whitty)

Against Motion: 0

Abstained: 0

566-15 Motion – Councillor Thorne-Gosse / Councillor Scott

RESOLVED THAT the Town of Torbay’s commercial property mil rate for the 2016 taxation year be set at 10.5 mils.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Thorne-Gosse and Whitty)

Against Motion: 0

Abstained: 0

567-15 Motion – Councillor Thorne-Gosse / Councillor Scott

RESOLVED THAT As per motion 136-10, there will be no change to Council remuneration for the 2016 calendar year. It will remain at the same level as 2012, 2013, 2014 and 2015.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Thorne-Gosse and Whitty)

Against Motion: 0

Abstained: 0

568-15 Motion – Councillor Thorne-Gosse / Councillor Scott

RESOLVED THAT the 2016 operating budget for the Town of Torbay in the amount of \$8,636,546.83 be adopted.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Thorne-Gosse and Whitty)

Against Motion: 0

Abstained: 0

569-15 Motion – Councillor Thorne-Gosse / Councillor Scott

RESOLVED THAT the 2016 capital budget for the Town of Torbay in the amount of \$4,376,174.30 be adopted.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Thorne-Gosse and Whitty)

Against Motion: 0

Abstained: 0

570-15 Motion – Councillor Thorne-Gosse / Councillor Scott

RESOLVED THAT the 2016 total budget for the Town of Torbay in the amount of \$13,012,721.63 be adopted.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Thorne-Gosse and Whitty)

Against Motion: 0

Abstained: 0

571-15 Motion – Councillor Thorne-Gosse / Councillor Scott

RESOLVED THAT the Town of Torbay renew its operating line of credit with RBC Royal Bank in the amount of \$400,000.00 for the 2016 calendar year

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Thorne-Gosse and Whitty)

Against Motion: 0

Abstained: 0

572-15 Motion – Councillor Thorne-Gosse / Councillor Scott

RESOLVED THAT the Town of Torbay adopt the Property Tax Reduction for Low Income Recipients Policy as presented.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Thorne-Gosse and Whitty)

Against Motion: 0

Abstained: 0

573-15 Motion – Councillor Thorne-Gosse / Councillor Scott

RESOLVED THAT the Town of Torbay approve a 25% tax reduction for those residents in receipt of the Guaranteed Income Supplement under the Old Age Security Act for the calendar year 2016. This tax reduction applies to primary residence only.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Thorne-Gosse and Whitty)

Against Motion: 0

Abstained: 0

574-15 Motion – Councillor Thorne-Gosse / Councillor Scott

RESOLVED THAT the Town of Torbay approve a 20% tax reduction for those residents whose single net income is between \$0.00 and \$18,955.00 for the calendar year 2016. This tax reduction applies to primary residence only.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Thorne-Gosse and Whitty)

Against Motion: 0

Abstained: 0

575-15 Motion – Councillor Thorne-Gosse / Councillor Scott

RESOLVED THAT the Town of Torbay approve a 20% tax reduction for those residents where the combined family net income is between \$18,955.01 and \$32,052.00 for the calendar year 2016. This tax reduction applies to primary residence only.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Thorne-Gosse and Whitty)

Against Motion: 0

Abstained: 0

576-15 Motion – Councillor Thorne-Gosse / Councillor Scott

RESOLVED THAT in the absence of the Chief Administrative Officer/Town Clerk during the 2016 calendar year, that the Executive Clerk become a signing officer on the Town's main operating bank account. A subsequent motion of Council is required to confirm the specific time period of approval prior to the Chief Administrative Officer/Town's Clerk absence.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Thorne-Gosse and Whitty)

Against Motion: 0

Abstained: 0

577-15 Motion – Councillor Thorne-Gosse / Councillor Scott

RESOLVED THAT in the absence of the Chief Administrative Officer/Town Clerk during the 2016 calendar year, that the Executive Clerk be authorized to approve pre-authorized payment plans. A subsequent motion of Council is required to confirm the specific time period of approval prior to the Chief Administrative Officer/Town's Clerk absence.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Thorne-Gosse and Whitty)

Against Motion: 0

Abstained: 0

578-15 Motion – Councillor Thorne-Gosse / Councillor Scott

RESOLVED THAT the Town of Torbay submit the Tax Recovery Plan dated November 30, 2015 to the Department of Municipal and Intergovernmental Affairs. This plan is a requirement of the community sustainability partnership.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Thorne-Gosse and Whitty)

Against Motion: 0

Abstained: 0

579-15 Motion – Councillor Thorne-Gosse / Councillor Scott

RESOLVED THAT the Town of Torbay submit the Summary of Taxes Receivable dated December 31, 2014 to the Department of Municipal and Intergovernmental Affairs. This summary is a requirement of the community sustainability partnership.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Thorne-Gosse and Whitty)

Against Motion: 0

Abstained: 0

It was agreed to defer two motions relating to the disposal of Town owned land via public tender as they did not go to Committees for discussion, and not necessary to balance budget. These will be done later in the New Year. All agreed.

580-15 Motion – Councillor Thorne-Gosse / Councillor Scott

RESOLVED THAT the Town of Torbay defer motion to dispose of town owned land at 47 Forest River Road via public tender. Proceeds to be utilized for recreation infrastructure.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Thorne-Gosse and Whitty)

Against Motion: 0

Abstained: 0

581-15 Motion – Councillor Thorne-Gosse / Councillor Scott

RESOLVED THAT the Town of Torbay defer motion to dispose of land at 37-41 Indian Meal Line via public tender. Proceeds to be utilized for recreation infrastructure.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Thorne-Gosse and Whitty)

Against Motion: 0

Abstained: 0

QUESTION AND ANSWER SESSION

Mayor Tapper referred to the Gallery and asked if anyone had any questions or comments in relation to tonight's Council Meeting. The following had comments:

- Resident of Civic 11 Hiscock's Lane questioned the below:
 - Overall debt increase, timing of additional loan payments, average increase in property assessments, growth over previous years, excess cash reserves in bank, and plans to roll out asset management plan.
 - CAO to contact resident and provide information. Information on the Town's budget to come on website in coming days.
 - Resident thanked Members of Council for great job on the Budget. He advised that working in municipal environment he does understand that the demands are great. From Council perspective, it is hard to balance all that needs to be done.

- Resident of Civic 105 Indian Meal Line questioned the below:
 - Further reduction of mil rate and taxes and allocation of line items.
 - Possible purchase or Priest House for Museum.
 - Funds were allocated in this year's budget, and allocated again in the 2016 Budget. Resident discussed concerns of allocating funds every year and duplication.
 - Resident questioned why Green Communications system was not used to advise all residents of tonight's Meeting. She advised that residents may not have expected a Special Meeting to take place concerning the Budget, and Council may have gotten more in attendance if notice was sent out to the Community.

ADJOURNMENT

582-15 Motion – Deputy Mayor Gallant / Councillor Scott

RESOLVED THAT the meeting be adjourned at 7:48 p.m., as there was no further business.

Question called. Motion carried.

For Motion: 6 (Mayor Tapper, Deputy Mayor Gallant, Councillors Roche, Scott, Thorne-Gosse and Whitty)

Against Motion: 0

Abstained: 0

Mayor

CAO/Town Clerk