



2019 ANNUAL REPORT





" So grateful to the Town of Riverview for this spectacular treat! We walked the entire row of trees with our three little grandchildren and they were fascinated! Thanks for such a wonderful holiday celebration."

Beverley Keating Macintyre

LIGHT UP RIVERVIEW

December, 2019

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MESSAGE FROM THE MAYOR



On behalf of Riverview Town Council and Staff, I am pleased to present the 2019 Annual Report. This report is an opportunity to look back at the past year's successes, provide the community with an update on projects identified in our 2016-2020 Strategic Plan, and share key data to ensure operations are transparent.

Our town's pattern of steady, sustainable growth continued in 2019. It was a year of transformative community-building with many highlights including:

- Launch of Envision Riverview, a new marketing campaign focused on attracting outside investment to the area, targeting businesses looking to start or expand their operations by promoting the many benefits of doing business in our region.
- Upgrade and renewal of the Lion's Pool.
- The Town had a solid year of development with \$25 million in new building permits.
- By-law passed banning businesses from distributing single-use plastic bags at checkout counters, part of an effort to curb plastic waste across the region.
- Development of an overall fundraising campaign by the Steering and Fundraising Committees for the Riverview Recreation Complex.

I extend a sincere thank you to the residents, community groups, local businesses and volunteers of the Town of Riverview. Your contribution to our vibrant and diverse town is very much appreciated and by working together we all help to make it a wonderful place in which to live. I feel confident about our growth as a whole and our collective desire to make positive change to an already thriving community.

Our Town is full of potential and I am honoured to be part of a team that includes members of Riverview Town Council, our leadership team and all the staff at the Town of Riverview, working towards a better tomorrow for future generations.

A handwritten signature in white ink that reads "Ann Seamans".

Ann Seamans
Mayor





RIVERVIEW TOWN COUNCIL

The Town of Riverview is divided into four wards with a Councillor elected to represent each ward, plus there are three Councillors elected at large. Town Councillors represent the ward in which they live and are elected by citizens of that ward. Councillors-at-large are elected to represent the town as a whole. All councillors are elected for a four-year term, and all are committed to making Riverview the best place to live it can be.

MEMBERS OF 2016–2020 RIVERVIEW TOWN COUNCIL:



WARD 1
Lana Hansen



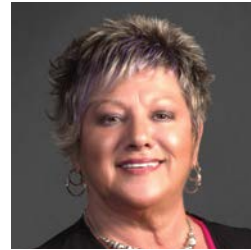
WARD 2
John Coughlan
(Deputy Mayor in 2019)



WARD 3
Jeremy Thorne



WARD 4
Wayne Bennett



COUNCILLOR AT LARGE
Cecile Cassista



COUNCILLOR AT LARGE
Andrew LeBlanc



COUNCILLOR AT LARGE
Tammy Rampersaud

All councillors are elected for a four-year term, and all are committed to making Riverview the best place to live it can be.



ORGANIZATIONAL TRANSPARENCY



TOWN COUNCIL CLOSED SESSION MEETINGS

Closed session meetings are held only in circumstances outlined in section 68(1) of the Local Governance Act.

DATES	MEETINGS	LEGISLATION	PURPOSE
14/Jan/19	Closed Session	LA Section 68 (1) (a, b, c, d)	Performance Review; Management Review
28/Jan/19	Closed Session	LA Section 68 (1) (a, b, c, d)	Contract Negotiations
11/Feb/19	Closed Session	LA Section 68 (1) (a, b, c, d)	Labour & Employment Matter; Disposition of Land
25/Feb/19	Closed Session	LA Section 68 (1) (a, b, c, d)	Labour & Employment Matters
18/Mar/19	Closed Session	LA Section 68 (1) (a, b, c, d)	Disposition of Land – Development Implications
8/Apr/19	Closed Session	LA Section 68 (1) (a, b, c, d)	Disposition of Land - Development Impli- cations; Land Acquisition
13/May/19	Closed Session	LA Section 68 (1) (a, b, c, d)	Agreement of Purchase & Sale
27/May/19	Closed Session	LA Section 68 (1) (a,b,c,d)	Disposition of Land – Development Implications
10/Jun/19	Closed Session	LA Section 68 (1) (a, b, c, d)	Disposition of Land – Development Implications
24/Jun/19	Closed Session	LA Section 68 (1) (a, b, c, d)	Disposition of Land
8/Jul/19	Closed Session	LA Section 68 (1) (a, b, c, d)	Land Disposition – Update
12/Aug/19	Closed Session	LA Section 68 (1) (a, b, c, d) LA Section 68 (1) (a, b, c, d) LA Section 68 (1) (a, b, c, d) LA Section 68 (1) (b, c, g)	1) Disposition of Land – Development Implications 2) Land Disposition – Potential 3) Update on Riverview Recreation Complex – Summary of Fundraising 4) Removal of Fence from Residential Property
23/Sep/19	Closed Session	LA Section 68 (1) (a, b, c, d)	Disposition of Land – Development Implications; Land Acquisition
9/Oct/19	Closed Session	LA Section 68 (1) (a, b, c, d)	Contract Negotiations
15/Oct/19	Closed Session	LA Section 68 (1) (a, b, c, d)	Contract Negotiations
15/Oct/19	Closed Session	LA Section 68 (1) (a, b, c, d)	Contract Negotiations; Briefing – Recreation Complex
12/Nov/19	Closed Session	LA Section 68 (1) (a, b, c, d)	Conflict of Interest
25/Nov/19	Closed Session	LA Section 68 (1) (a, b,c, d)	Land Disposition; Briefing – Recreation Complex
29/Nov/19	Closed Session	LA Section 68 (1) (a, b, c, d)	Land Disposition – Update
17/Dec/19	Closed Session	LA Section 68 (1) (a, b, c, d)	Development / Proposal Agreement

THE BOYS & GIRLS CLUB

AIMS TO BE A PROMINENT
AGENCY IN THE COMMUNITY
FOR PROVIDING QUALITY
PROGRAMMING AND
RESOURCES TO CHILDREN
AND YOUTH.

ANNUAL COMMUNITY INVESTMENT GRANTS

Our Annual Grant program provides funding toward organizations' programs, projects and operational expenses. The deadline to apply each year is Nov. 30.

Crime Stoppers Greater Moncton	\$1,000
ENSEMBLE Services Greater Moncton (formerly AIDS Moncton)	\$500
Greater Moncton SPCA	\$3,000
Mosaiq Multicultural Festival	\$2,000
Girl Guides of Canada - Riverview District	\$500
Tri-County Ground Search & Rescue Group	\$ 1,000
Greater Moncton Music Festival	\$1,000
Harmonie Codiak Concert Band	\$500
Riverview Branch Navy League (Coverdale Sea Cadets)	\$ 3,000
Town of Riverview Seniors Roundtable	\$ 800
Frye Festival	\$2,000
Albert County Action Committee	\$ 6,000
United Way SENB - Youth First Committee	\$1,500
La Bikery Co-operative	\$ 2,000
Greater Moncton Chorale	\$600
Salvus Clinic Incorporated (new request)	\$2,000
Atlantic Ballet Theatre of Canada	\$4,000
Greater Moncton Girls+ Rock Inc. (new request)	\$500
Moncton Headstart Inc.	\$2,000
Atlantic Wellness Community Center	\$10,000
Hubcap Comedy Festival	\$2,500
Riverview Scouts / Scouts Canada	\$1,500
Capitol Theatre Academy	\$1,500
Greater Moncton Scottish Association	\$1,000
New Brunswick Refugee Clinic	\$1,500
Greater Moncton Santa Claus Parade	\$1,000

RELATIONSHIP GRANTS

Capitol Theatre	\$74,730
Riverview Arts Centre	\$59,000
Riverview Boys & Girls Club (in-kind)	\$53,573

2019 SPONSORSHIPS

Funding requests in excess of \$500 for event or tournament hosting, travel subsidies, in-kind assistance or facility discounts.

NB Country Music Hall of Fame	\$3,000
Canadian Mental Association	\$500
Atlantic Nationals	\$3,500
Riverview Skate Club	\$1,500
New Brunswick Building Officials Association	\$500
DNA Swag Greater Moncton Ladies Hoop Classic	\$500
Law Enforcement Torch Run	\$500
Juvenile Diabetes Research Foundation	\$500
RHS Football Team	\$5,000
Beausejour Family Crisis Resource Centre	\$1,000
Portage Atlantic	\$,1000
Filipino Assoc of NB	\$500
Moncton Wildcats	\$1,201
Chamber of Commerce	\$1,000
Special Olympics	\$2,500
Codiac Soccer U17 Girls	\$500
Big Brothers Big Sisters	\$3,750
Hospice "Celebration" Capital Campaign	\$3,750
C3 Leadership	\$850
Moncton Mustangs Football	\$500

Sledge skating is a great opportunity for people with an exceptionality to be physically active in the winter season. The Town was delighted to loan these sledges from ParaNB for the 2019 Winter Carnival.

INCLUSION FOR ALL!



TOWN COUNCIL SALARIES

Council salaries are established by an independent committee. Each year the salaries are adjusted by the Statistics Canada inflationary increase per the Consumer Price Index.

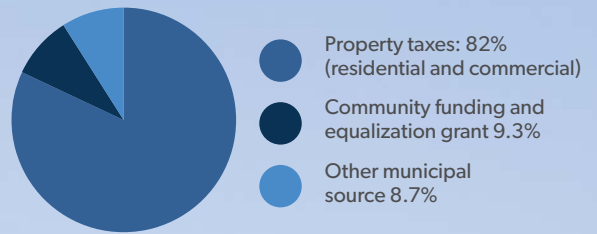
Effective in May of 2020 the annual salary for the Mayor and Council are as follows:

Mayor	\$37,205
Deputy Mayor	\$18,682
Councillors	\$16,169

WHERE DOES THE TOWN'S REVENUE COME FROM?

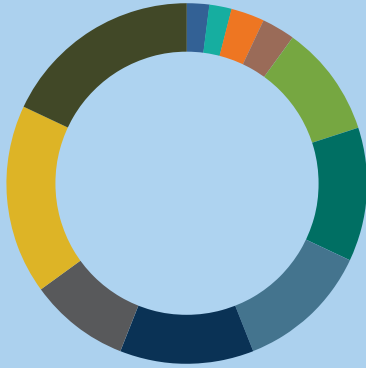
The average residential home in Riverview costs \$180,100 with a property tax assessment of \$2,868. Your property taxes support the delivery of key Town services and are the primary source of funding for the Town's operating budget.

PROPERTY TAXES (residential and commercial)	\$24,184,983
COMMUNITY FUNDING AND EQUALIZATION GRANT	\$2,752,063
(Province of New Brunswick)	
OTHER MUNICIPAL SOURCE REVENUE	\$2,552,350



EXPENSES

HOW YOUR TAX DOLLARS ARE SPENT



- Public transit1.9%
- Provincial property taxes and assessment 2.1%
- Solid waste collection 2.9%
- Economic development, urban planning and tourism 3.1%
- General government10.5%
- Fire and rescue 11.7%
- Engineering and public works 11.5%
- RCMP 11.7%
- Debt principal and interest 9.2%
- Parks, recreation and community relations 17.5%
- 'Pay as you go' fund for capital projects 17.9 %

TOWN OF RIVERVIEW UTILITY FUND

SOURCES OF REVENUE

Water	\$3,928,915	49%
Sewer	\$1,615,034	21%
Sewer Treatment	\$1,746,611	23%
Other	\$721,657	7%
Total	\$8,012,217	100%

COST PER RESIDENT

	Annual	Monthly
Water	\$482	\$40.17
Sewer	\$204	\$17.00
Sewer Treatment	\$210	\$17.50
Total	\$896	\$74.67





MESSAGE FROM THE CAO



2019 was another successful year for the Town of Riverview, which was led by the dedicated efforts of the Town's employees. I invite residents to take the time to review this annual report, which provides an excellent overview of how the Town's staff delivered a broad range of community services that make Riverview a sought-after place to call home.

Town Council established clear direction for the community in its 2016-2020 Strategic Plan. As a staff, we use that plan to drive long-range infrastructure and operational programs.

In 2019 the Town's long-term priorities continue to be the critical factors that determine our operational priorities and projects, including the execution of local improvement street projects, water main renewal projects, continued development of Mill Creek Nature Park, upgrades to the Lion's Pool, and we continue to move forward with planning for a future Recreation Complex for our community.

OTHER NOTABLE HIGHLIGHTS IN 2019 INCLUDE:

- The financial incentive program has brought increased interest in development in Riverview in 2019. Cordova's proposed development concept was initiated as a result of their interest in this program. There have been other proposed developments that developers have initiated planning concepts because of this program.
- The Town has disposed of two surplus pieces of land (Runnymede Road and corner of Pine Glen/Gunningsville) that did not have a current or future municipal purpose.
- Collaboration with our regional partners on initiatives such as planning for a new RCMP station, establishing a regional destination marketing strategy, and the update of the Region's Immigration Strategy continued in 2019.
- Continuing to focus on improved infrastructure planning in 2019, the Town completed building condition assessments on all its major buildings. These assessments will allow for better long-term planning.
- Council has always focused on increased accountability and transparency to its residents. In 2019, Council started to provide all agenda package material online for residents to view in advance of Council meetings. Council also introduced live streaming of meetings to provide residents direct access to decision making at Council meetings.

Our employees take great pride in delivering top-notch services to the community. I thank them for their dedication and look forward to what we can achieve together in 2020.

Colin Smith, CAO



STRATEGIC PLAN

2019 YEAR END REVIEW



VISION

To be a thriving, safe and welcoming community where present and future generations live well and the local economy prospers.

MISSION

The Town of Riverview provides strong leadership, good governance and quality municipal services that make for a vibrant, friendly and safe community for residents and business owners.

GUIDING PRINCIPLES

To live up to our mission, Council and staff are guided by six core principles that apply to all that we do:

Sustainability – We must consider the impact our decisions have for the long-term wellbeing of the community.

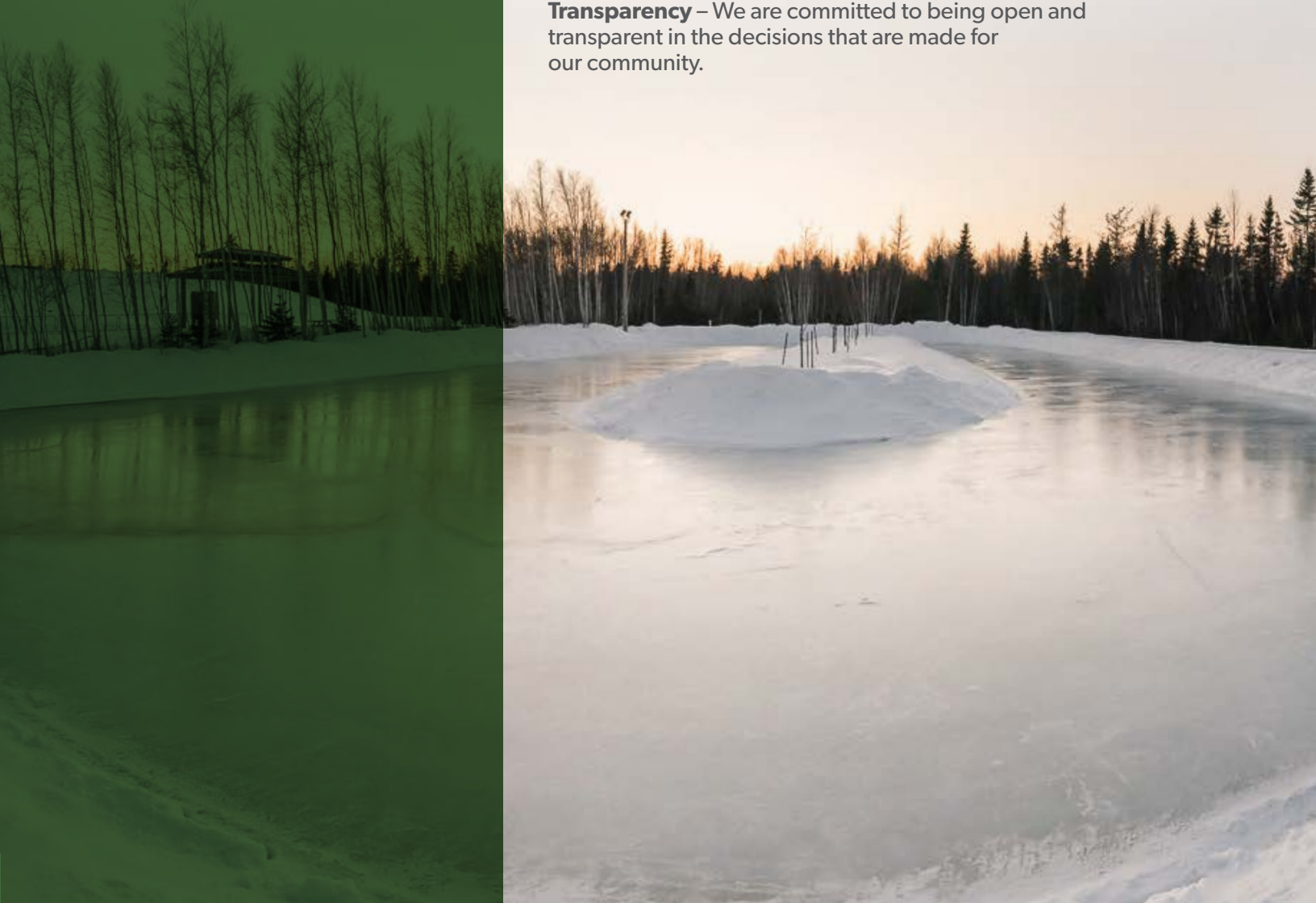
Fiscal responsibility – We are accountable for the good stewardship of residents' property tax dollars and must make smart, fiscally responsible decisions on their behalf.

Partnership – Collaboration and engagement are critical to our ability to progress. In order to grow, we must work with residents, the business community, neighbouring municipalities and other levels of government.

Accountability – We are accountable for the quality of all services delivered to our community and for the dollars we spend to do this.

Community – Riverview is a close knit community that has shared aspirations for the community we want to become.

Transparency – We are committed to being open and transparent in the decisions that are made for our community.



STRATEGIC THEMES

The Town has established four strategic themes for this four year plan:



A SAFE AND WELCOMING COMMUNITY:

Riverview is a community of choice where families feel safe, where residents enjoy a good quality of life and have pride in their community.



PLANNING FOR THE FUTURE:

Riverview plans, builds and maintains its public infrastructure to meet the needs of our growing and increasingly diverse community.



SMART AND SUSTAINABLE GROWTH:

Riverview attracts new investment through a growth plan that recognizes the significance of its residential neighbourhoods, protection of its natural surroundings and commitment to long-term sustainability. This includes attracting niche business opportunities as well as investment in specific sectors, such as tourism as Riverview is a gateway to the Fundy region.



FISCAL RESPONSIBILITY AND SERVICE EXCELLENCE:

Riverview remains a community of choice because of its continued excellence in the delivery of municipal services as well as its fiscally responsible approach to growth and sustainability.

DEPARTMENTS RESPONSIBLE / ABBREVIATIONS

By-Law Enforcement
 Chief Administrative Officer
 Corporate Services
 Economic Development
 Fire & Rescue
 Finance
 Engineering
 Human Resources
 Parks, Recreation & Community Relations
 Public Works

BY-LAW
CAO
CS
ED
FIRE
FINANCE
ENG
HR
P&R
PW



A SAFE & WELCOMING COMMUNITY

Riverview is a community of choice where families feel safe, where residents can enjoy a good quality of life and have pride in their community.

OBJECTIVES	ACTIONS Strategic Plan and Departmental Operational Plans	2019 YEAR RESULTS
<p>Promote Riverview as an inclusive community with a good quality of life for residents.</p>	<p>Promote greater diversity and inclusion through all aspects of the Town's decision-making.</p> <p>ED</p>	<ul style="list-style-type: none"> The Greater Moncton Immigration Strategy was launched on November 7. The GMLIP implementation working groups have begun to develop work plans for 2020.
	<p>Support the development of Greater Moncton Immigration Initiatives</p> <p>ED, P&R</p>	<ul style="list-style-type: none"> The ED Director is the chair of the Immigrant Entrepreneurship working group and will work collaboratively with the 3+ Hive/LaRuche team to support Business Immigrant Essentials cohorts in 2020. P&R invited MAGMA workers for a tour of the skatepark/youth centre to discuss how their youth could participate in our programs and events. The Town donated passes for the skatepark/youth centre and shared info about drop-in sessions.
	<p>Support the integration of the business community into existing community events and festivals.</p> <p>ED, P&R</p>	<ul style="list-style-type: none"> Three Riverview Business Connects events took place in 2019 and more businesses have expressed an interest in hosting future events. Business Brilliance and Light Up Riverview garnered over \$10,000 in sponsorship and 50 businesses participated. Local business markets were held weekly on Wednesdays and also during events. The Harvest Festival Market had the largest turnout. Keys for Legs was a huge success and proved to be a great addition to the Harvest Festival. P&R attempted to engage various artists/art groups on the proposed idea of hosting concerts with local artists but there was no uptake. Continued partnership with the Riverview Arts Centre during Winter Carnival, Maple Sugar Festival, Canada Day celebration, and partnership in delivering Performing Arts Camps in summer 2019.



A SAFE & WELCOMING COMMUNITY

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OBJECTIVES	ACTIONS Strategic Plan and Departmental Operational Plans	2019 YEAR RESULTS
	<p>Programming inclusion</p> <p>P&R</p>	<ul style="list-style-type: none"> • Wheelchairs from ParaNB were available for Canada Day. • Tango Medical Equipment was at all block parties for demonstration and use. • PCMAC accommodated over 25 applications for in-water support through an inclusive swim lesson model. • A para-swim program was designed in 2019 and is awaiting approval at the regional level to ensure it meets para-sport standards and meets the needs of the community.
<p>Design and implement community events and programs to increase community pride, citizens' engagement and wellbeing.</p>	<p>Continue to deliver popular recreational programs.</p> <p>P&R</p>	<ul style="list-style-type: none"> • Bluemind Lifestyle Consulting and Collaborative completed the youth service review. It identified that overall the Town is doing a good job with youth services and there are opportunities to improve. The recommendations from the report are being evaluated by the department and in 2020 some of those actions will be seen in the community.
	<p>Light Up Riverview</p> <p>ED, P&R</p>	<ul style="list-style-type: none"> • Students from Riverview East supported the Light Up Riverview Project in 2019.
	<p>Establish Riverview Art Fund to acquire, promote and display local art.</p> <p>P&R</p>	<ul style="list-style-type: none"> • The call for artist submissions occurred in August. The committee reviewed the work and purchased seven pieces of artwork including four pieces from their own callout (18 pieces were submitted).
<p>Encourage greater awareness and use of public transit.</p>	<p>Increase public transit investment through 2020.</p> <p>Codiac Transpo, CAO</p>	<ul style="list-style-type: none"> • Due to the fact the Federal and Provincial Infrastructure funding for 2019 was not made available, Codiac Transpo was asked to present route options the Town could implement with the additional operational budget that has been allocated. On June 10, Council approved a plan to increase transit frequency on our routes. The new routes were in operation in January 2020.
<p>Foster civic engagement and volunteerism</p>	<p>Involving community through events, participation, surveys and social media.</p> <p>P&R, CS</p>	<ul style="list-style-type: none"> • Live streaming of Council meetings was introduced in 2019 and provided another opportunity for residents to keep up to date on Council decisions.



A SAFE & WELCOMING COMMUNITY

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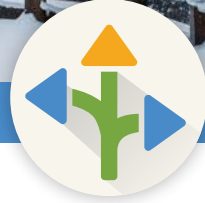
OBJECTIVES	ACTIONS Strategic Plan and Departmental Operational Plans	2019 YEAR RESULTS
<p>Foster civic engagement and volunteerism</p>	<p>Involving community through events, participation, surveys and social media.</p> <p>P&R, CS</p>	<ul style="list-style-type: none"> • Through the efforts of our Communications Coordinator our Instagram following increased by 754 to a total of 1684 and Facebook page followers increased by 1663 to a total of 8112. • P&R had ballots at all summer events to gather data and information from participants to gauge how best to promote our events. • P&R will be continuing to offer events and festival activities involving all ages, abilities and economic status.
	<p>Further encourage the engagement of the community groups and citizens on events and festivals organizing groups/committees</p> <p>P&R</p>	<ul style="list-style-type: none"> • The Town continues to have engaged residents participating on the Mill Creek Advisory Committee; Community Garden and Winter Carnival organizing committee.
<p>Promote opportunities to maintain community safety</p>	<p>Execution of Fire inspections of Commercial Occupancies to meet or exceed the provincial standard</p> <p>FIRE</p>	<ul style="list-style-type: none"> • Fire Inspection Program executed as planned in 2019.
	<p>Emergency Measures</p> <p>FIRE</p>	<ul style="list-style-type: none"> • The "Emergency Mutual Aid" Agreement was approved by Riverview and Moncton Councils in late 2019. We are waiting for Dieppe's approval to finalize the agreement. • The province conducted their EMO exercise in October. Riverview EMO held a town exercise at the same time. We turned our exercise into a training day for all our EMO staff. • Over 330 residents have signed up to the EMO Alert notification system. • All of the scheduled work for the Town Emergency Operations Centre has been completed. Only minor upgrades will be considered in the future.



A SAFE & WELCOMING COMMUNITY

Riverview is a community of choice where families feel safe, where residents can enjoy a good quality of life and have pride in their community.

OBJECTIVES	ACTIONS Strategic Plan and Departmental Operational Plans	2019 YEAR RESULTS
<p>Promote opportunities to maintain community safety</p>	<p>Emergency Measures FIRE CHIEF</p>	<ul style="list-style-type: none"> Deputy Robin True started the Incident Command System training in the fall of 2019. Over 50% of our EMO staff have completed the second level of training. The remainder will receive their training in 2020.
	<p>Fire Operations FIRE</p>	<ul style="list-style-type: none"> The new MSA G1 Self Contained Breathing Apparatus is now in service. The new Turn-out gear for 2020 has been ordered. The rescue boat committee has determined a suitable replacement for the 18ft Zodiac rescue boat. A tender will be submitted by mid-February 2020. All pertinent emergency services continue to meet regarding producing an emergency response plan for Riverview once the causeway is closed for bridge construction. The Union and Management have signed a "Letter of Understanding" determining the courses and prerequisites for future promotions.
	<p>Safety Awareness Campaigns CS</p>	<ul style="list-style-type: none"> After some research the logistics of the program were not deemed to be useful. A campaign was started, however, to post friendly notices on vehicles parked on the road in November reminding them that the winter ban would soon be in effect. The Animal Control and By-law Enforcement Officers attended the four block parties and visited the Mill Creek Nature Park, Gunningsville Trail and Riverfront Trail. The block parties saw the most interest and many conversations were had with residents.



PLANNING FOR FUTURE

Riverview plans, builds and maintains its public infrastructure to meet the needs of our growing and increasingly diverse community.

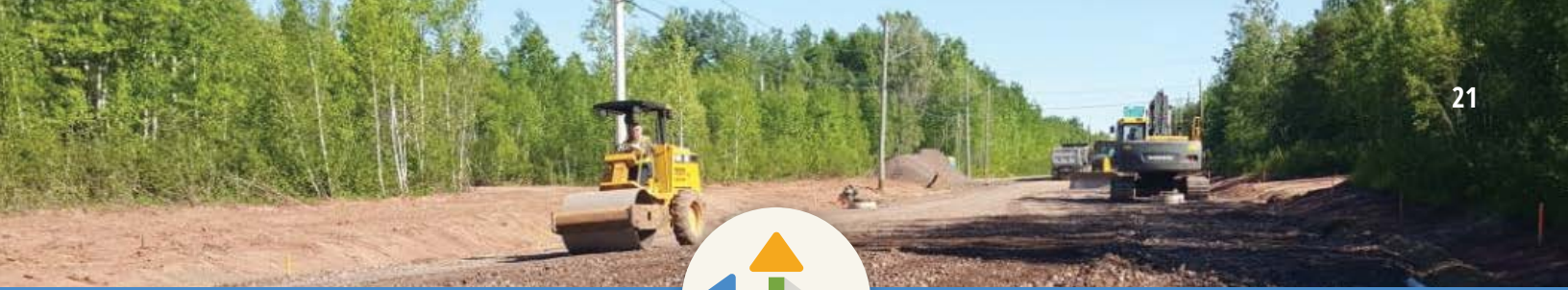
OBJECTIVES	ACTIONS Strategic Plan and Departmental Operational Plans	2019 YEAR RESULTS
<p>Complete an asset management plan regarding infrastructure needs.</p>	<p>Continue to refine and expand the asset management plan (AMP)</p> <p>FINANCE, CS</p>	<ul style="list-style-type: none"> • Building condition assessments completed and the final reports have been submitted to the Facility Manager and Director of Finance. Integration into the AMP is in process. • The road condition assessment is complete and a report was provided to Public Works and Engineering in January. • Condition assessments in progress on parks and playgrounds. This process is behind schedule compared to the original objective.
<p>Take a well-planned & fiscally responsible approach to building and maintaining public infrastructure</p>	<p>Investing in maintaining existing assets of the Town.</p> <p>P&R & CS</p>	<ul style="list-style-type: none"> • Mechanical room ventilation project in arena was completed. Remaining B52 code requirements to be completed in 2020. • Reconstruction of the Lions Community Park Pool is nearly complete, with landscaping and commissioning in April 2020. • P&R Administration building roof repair was completed. • Work was not completed on the deck for the FCRS due to potential sale of the building. • Condition assessments on buildings were all completed – Bridgedale Centre, Coverdale Rec Centre, Fire Hall, Community Hall • Contracts established for winter maintenance, janitorial services and other various preventative maintenance measures. • Proactive measures and schedules put in place to ensure preventative maintenance occurs.
	<p>Develop a facilities' master plan for the Town's buildings.</p> <p>CS</p>	<ul style="list-style-type: none"> • Obtained reports from Building Condition Assessments that will be used as a guide to help develop strategic facilities capital plan. • The Facilities Coordinator continues to work in partnership with the Director of Finance on the Town's Asset Management program.
	<p>Development of Mill Creek Nature Park</p> <p>P&R</p>	<ul style="list-style-type: none"> • Dam linkage trail constructed with the top surface to be completed in Spring 2020 with crusher dust aggregate. North/South linkage to occur in 2020 as the design has been completed. Fat bike trail is established and is an ongoing effort by staff and volunteers. • Strategies to separate skiers with walkers continue to evolve with staff developing safe access for both groups.



PLANNING FOR FUTURE

Riverview plans, builds and maintains its public infrastructure to meet the needs of our growing and increasingly diverse community.

OBJECTIVES	ACTIONS Strategic Plan and Departmental Operational Plans	2019 YEAR RESULTS
<p>Take a well-planned & fiscally responsible approach to building and maintaining public infrastructure (continued)</p>	<p>Continuation of plans for Winter Wonderland Park and Playground revitalization</p> <p>P&R</p>	<ul style="list-style-type: none"> • Winter Wonderland trail linkage incomplete. This will be completed in 2020 dependent upon staff resources. • Trail gates at Ridgeway, Sawgrass and Winter Wonderland Park installed to discourage vehicle access to trails. • Park improvements and upgrades in Byron Court and Redwater were completed. A significant amount of the work was completed by Town resources. • Trail improvements from Wilson to Trites completed.
	<p>Continued investment of required infrastructure to support active transportation</p> <p>P&R, ENG</p>	<ul style="list-style-type: none"> • Sidewalk completed on schedule from Waterfall to Whitepine.
	<p>Implement an annual land and facilities assessment process to enable selling opportunities of surplus properties.</p> <p>CAO, ED</p>	<ul style="list-style-type: none"> • Completed sale of two surplus parcels of land. Runnymede and land at the corner of Pine Glen and Gunningsville Boulevard were sold.
	<p>Promote Development of Commercial Land</p> <p>CAO, ED</p>	<ul style="list-style-type: none"> • Developers have shown an interest in this program. The Town has budgeted for two incentive applicants in 2020. Those developments were approved for this program in 2018.
	<p>Continue collaboration with Recreation Complex Committee and other community groups to ensure recreation facilities and programs meet residents' needs.</p> <p>*</p>	<ul style="list-style-type: none"> • The Steering Committee established the policies and program for an effective fundraising campaign for the Fundraising Committee. • The Fundraising Committee is targeting to launch its fundraising campaign in 2020. <p>*Recreation Complex Fundraising Committee.</p>



PLANNING FOR FUTURE

Riverview plans, builds and maintains its public infrastructure to meet the needs of our growing and increasingly diverse community.

OBJECTIVES	ACTIONS Strategic Plan and Departmental Operational Plans	2019 YEAR RESULTS
<p>Invest in upgrading local streets and roads</p>	<p>Local Improvement Program and water main renewals ENG, PW</p>	<ul style="list-style-type: none"> • The four local improvement projects (Orin, Devere, Berkley, and Weir) were all successfully completed within budget. • The four watermain replacement projects were all successfully completed within budget. • The preliminary surveys for the 2020 local improvement projects and water main renewal were completed and preliminary design is done. • The storm sewer upgrades were done during the local improvement on Berkley. This work represents the first phase of multiple phase storm sewer improvements in the area of McAllister Park.
<p>Invest in maintaining and growing the Town's road network to attract business investment</p>	<p>Pine Glen Road Improvements ENG, PW</p>	<ul style="list-style-type: none"> • The land required for the construction of the roundabout is subject to the expropriation process. The Town has initiated the expropriation process to secure the land.



SMART & SUSTAINABLE GROWTH

Riverview attracts new investment through a growth plan that recognizes the significance of its residential neighbourhoods, protection of its natural surroundings and commitment to long-term sustainability. This includes attracting niche business opportunities as well as investment in specific sectors, such as tourism, as Riverview is a gateway to the Fundy region.

OBJECTIVES	ACTIONS Strategic Plan and Departmental Operational Plans	2019 YEAR RESULTS
Riverview Brand Development	<p>Approve and implement a new three-year marketing and communication strategy that would help grow investment and communicate opportunities to community.</p> <p>ED, CS</p>	<ul style="list-style-type: none"> Increased Instagram following by 754 followers. Town image library completed, sorted into categories and placed on SharePoint for easy access by all departments. Through Stingray Media, the Town is planning for a three week digital advertising campaign focused on promoting Winter Carnival.
Increase tourism opportunities in Riverview through growth of Fundy trail network	<p>Enhance the Town's trail network to align with eco-tourism strategy for the region.</p> <p>P&R, ED</p> <p>Continue to develop Riverview's tourism strategy as the book end community to the Fundy Trail tourism development.</p> <p>P&R, ED, CAO</p>	<ul style="list-style-type: none"> P&R continues to work with the Friends of Mill Creek to ensure appropriate and timely trail and amenity development, while staff and other partners ensure innovative programming is implemented to augment this development. The Director continues to attend meetings of the Regional Services Commission's Recreation Advisory Committee. Received federal/provincial funding investment in Mill Creek trail development P&R has partnered with the Fundy Biosphere to purchase and monitor trail counters to determine level and type of usage on all Riverview trails. RDMO (Regional Destination Marketing Organization) expected to be formally established in 2020



SMART & SUSTAINABLE GROWTH

Riverview attracts new investment through a growth plan that recognizes the significance of its residential neighbourhoods, protection of its natural surroundings and commitment to long-term sustainability. This includes attracting niche business opportunities as well as investment in specific sectors, such as tourism, as Riverview is a gateway to the Fundy region.

OBJECTIVES	ACTIONS Strategic Plan and Departmental Operational Plans	2019 YEAR RESULTS
<p>Attract investment in the eco and sports tourism sectors</p>	<p>Increase eco-tourism through outdoor opportunities for residents</p> <p>P&R</p>	<ul style="list-style-type: none"> • P&R partnered with the Biosphere to promote their Low Tide Exploration tour on July 5. • P&R partnered with the Biosphere to host a workshop for seniors in June on sustainable food storage. • P&R partnered with Hiking Plus to deliver a very well attended Winter Camping workshop on January 30, attendees gave a donation to Ground Search & Rescue. • P&R offered a Bushcraft Basics course this spring, and due to high demand, offered a second course to accommodate the waiting list. • Riverview Winter Carnival's Sweetheart Snowshoe event was featured in Amy Camp's Trail Talk delivered at the International Trails Symposium in Syracuse, NY in April 2019 (referenced at the nine minute mark) https://vimeo.com/335228688/c0cad6c919 • P&R partnered with the FHTA to host a very well attended Outdoor Gear Swap on April 28, 2019, which will now occur annually.
<p>Retain and grow our strong local business community.</p>	<p>Through the Business Collective, collaborate with local entrepreneurs to address issues and priorities.</p> <p>ED, CS</p> <p>Work collaboratively with Moncton, Dieppe, 3+ Corporation and the business community on sustainable regional economic growth.</p> <p>CAO, ED</p>	<ul style="list-style-type: none"> • Light Up Riverview campaign used this year's budget to install new lights on nine extra trees, complete required electrical work, and repair and maintain existing lights. • Trail counters showed a daily average of 273 users between November 21 and January 6. • Workforce Strategy was formally launched in November at the Workforce Summit. One recommendation from the strategy was the formation of a Regional Workforce Partnership tasked with implementing the plan.



FISCAL RESPONSIBILITY & SERVICE EXCELLENCE

Riverview remains a community of choice because of its continued excellence in the delivery of municipal services as well as its fiscally responsible approach to growth and sustainability.

OBJECTIVES	ACTIONS Strategic Plan and Departmental Operational Plans	2019 YEAR RESULTS
<p>Provide high-quality customer service to residents and businesses.</p>	<p>Continue to refine and expand asset management plan</p> <p>FINANCE</p>	<ul style="list-style-type: none"> The Long Term Ten (10) Year Capital and Financial Plan was incorporated into the 2019 and 2020 budgets. A further update is planned for mid to late 2020 as we move through the construction season and prepare for the 2021 budget.
	<p>New Action: For service-focused departments, explore the implementation of a service tracking system.</p>	<ul style="list-style-type: none"> Facilities Maintenance has been using Service Tracker to log maintenance issues throughout town-owned facilities.
	<p>Complete an annual property tax guide for residents.</p> <p>CS</p>	<ul style="list-style-type: none"> The information included in the property tax guide, for the most part, is now included in the Municipal Annual Report.
	<p>New Action: Complete a Municipal Annual Report</p> <p>FINANCE, CAO, CS</p>	<ul style="list-style-type: none"> The Annual Report has been completed, presented to Council and is available on the Town's website as well as in the Clerk's office at Town Hall.
	<p>Increase public transparency</p> <p>CS</p>	<ul style="list-style-type: none"> Staff Privacy Legislation training did not get completed in 2019 and is planned for 2020. Procedures are in draft form for Dangerous & Unsightly Premises and Animal Control By-laws Twelve By-laws were created and/or revised in 2019.



FISCAL RESPONSIBILITY & SERVICE EXCELLENCE

Riverview remains a community of choice because of its continued excellence in the delivery of municipal services as well as its fiscally responsible approach to growth and sustainability.

OBJECTIVES	ACTIONS Strategic Plan and Departmental Operational Plans	2019 YEAR RESULTS
<p>Provide high quality customer service to residents and businesses</p>	<p>For ongoing operations, establish an improvement program with dedicated performance markers.</p> <p>P&R</p>	<ul style="list-style-type: none"> The Youth Appreciation Awards was held at the Skatepark and provided good exposure for the facility. The Junior Leaders program was at capacity with 20 Riverview youth volunteering for the summer. We hosted the Youth First Meeting at our RCH in September and made some new contacts with MAGMA.
	<p>Explore alternative service delivery options for certain services where quality would not be affected.</p> <p>P&R</p>	<ul style="list-style-type: none"> New approach to the Events & Activities guide rolled out in 2019 was a success. Enrolment in programs remains strong and costs of distributing the Guide were reduced.
	<p>CS</p>	<ul style="list-style-type: none"> Door-to-door canvassing to increase the number of licenses through DocuPet was completed. Growth of license sales is slow and not the expected increase by adding door to door canvassing.
	<p>FINANCE, CS</p>	<ul style="list-style-type: none"> The Finance Department continues to promote the paperless options for billing and payment of water and sewer bills. Ongoing slow but steady increase in online processing for billing and payments. All new residents are automatically signed up for EFT. The option of providing a financial incentive to improve participation was deferred.
	<p>HR</p>	<ul style="list-style-type: none"> HR Assistant was hired and worked three months of contract. Shifted project to Records Management to prepare for HRIS for Employee Files. Continuing with the second stage of the Records Management Project in 2020 with a new contract.
	<p>Improve and track program quality and service through participant surveys, High Five accreditation and program and staff evaluations.</p> <p>P&R, ED, ENG</p>	<ul style="list-style-type: none"> HR/ P&R staff met with all students in the summer and evaluated their progress throughout the summer using the Quest 2 tool.



FISCAL RESPONSIBILITY & SERVICE EXCELLENCE

Riverview remains a community of choice because of its continued excellence in the delivery of municipal services as well as its fiscally responsible approach to growth and sustainability.

OBJECTIVES	ACTIONS Strategic Plan and Departmental Operational Plans	2019 YEAR RESULTS
<p>Provide high quality customer service to residents and businesses</p>	<p>New Action: Establish processes and operational activities to improve internal collaboration among departments.</p>	<ul style="list-style-type: none"> • HR staff have completed a review of all policies and they have been reviewed by the rest of the Directors. Currently we are in the process of printing new booklets for employees and sharing them on Sharepoint – this will be completed by end of March 2020. • New Performance Management system has been introduced; four check-ins were completed within the time frame. Directors finished off the year with a performance rating from 1-5 for all employees. • Recruitment branding has been updated with our providers, which aligns with our new website. • New employee package has been developed for new hires.
<p>Promote a safe work culture</p>	<p>Continue to promote a positive and safe work culture.</p> <p>DIRECTORS</p>	<ul style="list-style-type: none"> • WHMIS Program has been purchased and is being used by HR Department. • All Employee ICS Training had been completed for EMO. • Continue with awareness and development for Mental Health Awareness for employees with our current EAP Provider and with external groups and experts.
	<p>HR</p>	<ul style="list-style-type: none"> • Introduced Summer Wellness Score Card – May 2019. • Employees Volunteering for the Rebecca Schofield Super Play Park Build Week (68 employees – over 416 hours) • United Way, Day of Caring event June 14, volunteering at the Lakeside Manor.
	<p>FIRE, HR</p>	<ul style="list-style-type: none"> • The Road to Mental Readiness course has been completed in 2019. • ASIST (Suicide Prevention Course) training has been taught twice at Riverview Fire and Rescue. Most of the Career fire fighters and approximately six volunteer fire fighters have received the training. • A draft Fire Department Mental Health policy has been written. It will be finalized in 2020.



METRICS AND AWARDS

Strategic successes in 2019, by the numbers.

STRATEGIC THEMES	METRICS/AWARDS	2019 RESULTS
A Safe and Welcoming Community	Community Participation at Events	Winter Carnival – 6,500 attendees Canada Day – 5,500 attendees SunFest – 1,500 attendees Harvest Festival – 3,000 attendees Maple Festival – 3,000 attendees Caseley Park Series – 1,500 attendees Fire Prevention Open House – attendees Smoke Detector Campaign – homes visited <i>Note: Numbers are approximate.</i>
	Riverview Share of RCMP budget	2017 – 11.699% 2018 – 11.418% 2019 – 11.403% 2020 – 11.164% Share of budget declined due to lower number of RCMP service calls in Riverview. (trend)
	Population Growth – 2016 Census	19,667 population – 2.8% growth compared to 2011
Planning for the Future	Energy Reductions – Byron Dobson Project	\$22,000 in NB Power incentives (Phase 2 of work in arena)
	% of Budget invested in infrastructure renewal	2020 General Capital Budget – 52% of budget on renewing existing infrastructure (Bridgedale Boulevard – new infrastructure) 2020 Utility Capital Budget – 47% of budget on renewing existing infrastructure (Bridgedale Boulevard – new infrastructure) 2019 General Capital Budget – 87% of budget on renewing existing infrastructure 2019 Utility Capital Budget – 100% of budget on renewing existing infrastructure
	# of local improvements completed	3 streets planned in 2020 4 streets in 2019 5 streets in 2018 6 streets in 2017 3 streets in 2016
	# of local improvement projects remaining	31 streets remain to be completed as local improvement projects

METRICS AND AWARDS

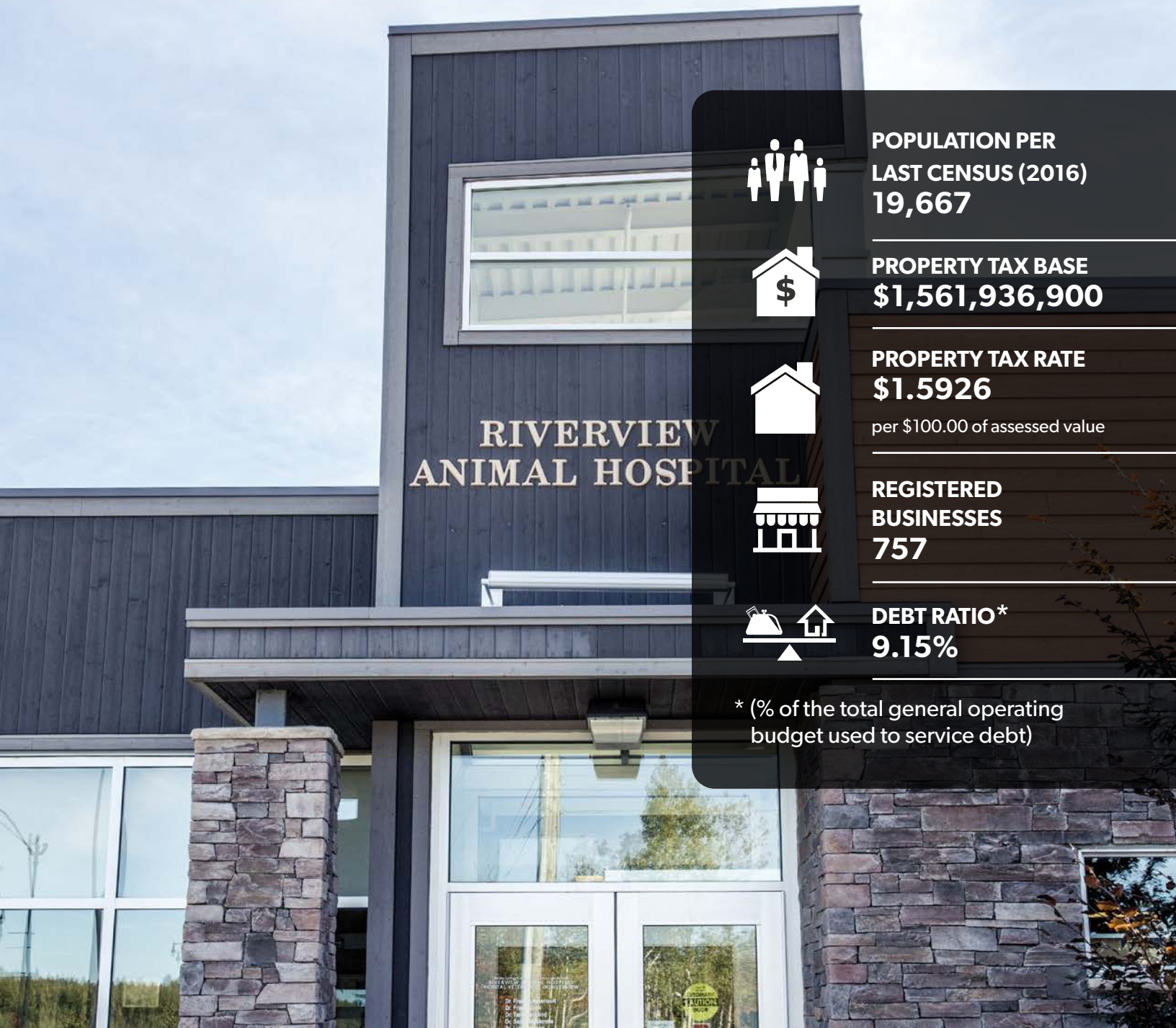
Strategic successes in 2019, by the numbers.

STRATEGIC THEMES	METRICS/AWARDS	2019 RESULTS				
Smart and Sustainable Growth	Building Permits \$ value	\$25.0 million (2019) \$20.4 million (2018) \$18.9 million (2017) \$14.7 million (2016)				
	% of commercial tax base off overall tax base	11.3% Commercial base of overall tax base (flat to 2016 level)				
	Financial Incentive Program	Two projects that applied for the program proceeded in 2019				
	Revenue associated with Holiday Shop Riverview Campaign (estimates)	2018 – \$100,000 2017 – \$565,000 2016 – \$175,000				
	Award – Environmental recognition	2017 Municipal ECO 360 Municipal Award winner				
Fiscal Responsibility and Service Excellence	Tax rate in comparison to region		2017	2018	2019	2020
		Riverview	1.5826	1.5826	1.5926	1.5926
		Moncton	1.6497	1.6497	1.6497	1.6497
		Dieppe	1.6195	1.6295	1.6295	1.6295
	Debt ratio	2020 – 9.54% (projected) 2019 – 9.15% 2018 – 12.16% 2017 – 15.43%				
	Service Tracker Status	2019 – Public Works – 680 service calls • By-Law complaints – 84 requests 2018 – Public Works – 460 service calls • By-Law complaints – 105 requests				
	Work safe statistics	3 lost time claims in 2019 2 lost time claims in 2018 0 lost time claims in 2017 2 lost time claims in 2016				
	Pet Licences	1292 licences sold				



ECONOMIC DEVELOPMENT

2019 YEAR END REVIEW



RIVERVIEW
ANIMAL HOSPITAL



**POPULATION PER
LAST CENSUS (2016)
19,667**



**PROPERTY TAX BASE
\$1,561,936,900**



**PROPERTY TAX RATE
\$1.5926**
per \$100.00 of assessed value



**REGISTERED
BUSINESSES
757**



**DEBT RATIO*
9.15%**

* (% of the total general operating budget used to service debt)



A grand total of
\$8,500
 was allocated in
 micro-grants to
 nine projects.

SUSTAINABILITY MICRO-GRANTS

On Saturday, April 27, 2019, Riverview High School in partnership with the Town of Riverview coordinated a series of student presentations, a mentor idea market and motivational REDtalks to further ignite the entrepreneurial spirit in today's youth. Students and community members pitched a series of innovation community projects to a panel of judges in front of 25 staff members, faculty and fellow peers.

In 2019 there was a total of **\$8,500** in micro-grants given to students and community organizations:

- **Riverview Farmers' Market Advertising - \$800**
LadyBoss Collective
- **Artist Resource Centre – \$900**
Glass Roots Inc.
- **Trail Counting Initiative – \$2,500**
Fundy Biosphere Reserve
- **Cybersecurity Workshops – \$1,000**
Riverview High School Student Project
- **Outdoor Community Zone – \$1,600**
Riverview High School Student Project
- **Mill Creek Fish Ladders – \$500**
Riverview High School Student Project
- **Micro-plastics Research Initiative – \$1,200**
Riverview High School Student Project
- **The Hen Den – Received Rising Youth Fund**
Riverview High School Student Project
- **Energy Summit – Offered Partnership with Sustaina-Palooza**
Riverview High School Student Project

FINANCIAL INCENTIVE PROGRAM FOR COMMERCIAL DEVELOPMENT

The Financial Incentive Program launched in September 2018 to accelerate commercial development in Riverview's commercial zones. The **Incremental Tax Based Grants** that make up the program will be a catalyst for more development activity which will in turn attract further businesses, residents and employment.

Property owners that promote private sector investment, development, redevelopment and construction activity on under-developed lands in the Town are eligible to participate in these incentive programs.

INCREMENTAL TAX BASED GRANT PROGRAM

This program provides an incremental grant to completed projects within the Town based on the project's economic value. Successful applicants will receive a rebate based on a percentage of the post-project assessed values, for a period of 5 years for projects valued < \$5,000,000 or 10 years for projects valued > \$5,000,000.

Two applications to the program in 2018 were completed in 2019. The first year grant instalment will be paid in 2020.

1. 631 Pinewood Road
2. 707 Coverdale Road

ANNUAL BUILDING PERMIT REPORT

TEN-YEAR COMPARATIVE STATEMENTS

	YTD PERMITS	YTD AMOUNT
2010	231	\$30,659,737
2011	234	\$25,958,104
2012	204	\$41,478,804
2013	175	\$22,510,517
2014	195	\$18,629,856
2015	177	\$29,428,730
2016	201	\$14,771,635
2017	180	\$19,812,156
2018	173	\$20,646,342
2019	182	\$25,172,573

REGIONAL ECONOMIC DEVELOPMENT

The Town of Riverview has committed to working with its neighbouring communities to collaborate on regional economic development issues. These include workforce development and the attraction of skilled labour which is a critical factor for the region's economic growth and the Regional Workforce Development Strategy will drive this work .

Population growth through immigration is another significant initiative that the tri-community is committed to and the development of a new 5-year immigration strategy, which launched in November, will help to guide that work. Finally, the Town together with its partners focus on coordinating the start-up ecosystem to support the attraction and development of high growth potential entrepreneurs that will continue to create high value jobs in the region moving forward.





APPENDIX

FINANCIAL STATEMENTS



**MUNICIPALITY OF THE TOWN OF RIVERVIEW, NEW BRUNSWICK
CONSOLIDATED FINANCIAL STATEMENTS
DECEMBER 31, 2019**

INDEX

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INDEPENDENT AUDITORS' REPORT

To Her Worship the Mayor and Members of Town Council of the Municipality of the Town of Riverview, New Brunswick:

Report on the Consolidated Financial Statements

We have audited the accompanying consolidated financial statements of the Municipality of the Town of Riverview, New Brunswick, which comprise the consolidated statement of financial position as at December 31, 2019 and the consolidated statements of operations and accumulated surplus, changes in net debt and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of Municipality of the Town of Riverview, New Brunswick as at December 31, 2019, and the results of its operations and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis of Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Municipality in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Members of Council and Management are responsible for the preparation and fair presentation of the financial statements in accordance with Public Sector Accounting Standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Municipality's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Municipality or to cease operations, or has no realistic alternative but to do so.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

INDEPENDENT AUDITORS' REPORT (CONTINUED)

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Municipality's internal control.

Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the municipality's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Municipality to cease to continue as a going concern.

Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the municipality to express an opinion on the consolidated financial statements. We are responsible for the direction, supervision and performance of the audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Stevenson + Partners

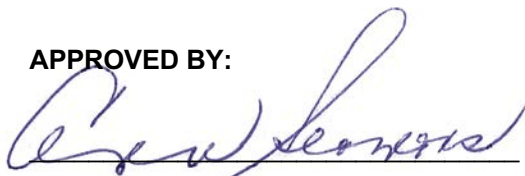
Riverview, NB
May 11, 2020

Chartered Professional Accountants

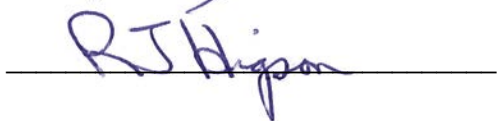
MUNICIPALITY OF THE TOWN OF RIVERVIEW, NEW BRUNSWICK
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
DECEMBER 31, 2019

	2019	2018
FINANCIAL ASSETS		
Cash in bank (Note 3)	\$ 9,650,544	\$ 7,667,344
Receivables (Note 4)	4,463,393	5,579,367
Pension assets (Note 9)	1,308,100	1,184,500
Investments (Note 5)	<u>5,912,265</u>	<u>-</u>
	<u>21,334,302</u>	<u>14,431,211</u>
LIABILITIES		
Accounts payable and accrued liabilities (Note 6)	\$ 6,027,407	\$ 4,845,955
Deferred government transfers (Note 7)	3,070,006	920,479
Long-term debt (Note 8)	25,471,000	23,666,000
Accrued retirement allowances (Note 10)	<u>1,122,436</u>	<u>1,055,532</u>
	<u>35,690,849</u>	<u>30,487,966</u>
Net debt	<u>(14,356,547)</u>	<u>(16,056,755)</u>
NON-FINANCIAL ASSETS		
Tangible capital assets (Note 11)	153,924,988	149,522,262
Inventories of materials and supplies	591,252	608,609
Prepaid expenses and deposits	<u>58,872</u>	<u>46,105</u>
	<u>154,575,112</u>	<u>150,176,976</u>
Accumulated surplus	<u>\$ 140,218,565</u>	<u>\$ 134,120,221</u>

APPROVED BY:



Mayor



Treasurer



The accompanying notes to the financial statements are an integral part of these financial statements.

**MUNICIPALITY OF THE TOWN OF RIVERVIEW, NEW BRUNSWICK
CONSOLIDATED STATEMENT OF OPERATIONS AND ACCUMULATED SURPLUS
FOR THE YEAR ENDED DECEMBER 31, 2019**

	2019 Budget (Unaudited)	2019 Actual	2018 Actual
Revenue (Schedule 2)			
Property tax warrant	\$ 24,184,983	\$ 24,184,983	\$ 23,611,174
Unconditional transfers from the Provincial Government	2,681,707	2,752,063	2,462,272
Other contributions and government transfers	2,137,367	2,168,247	3,052,678
Sales of services	1,322,206	1,353,217	1,506,717
Other revenue from own sources	692,150	876,731	604,044
Water and sewer revenue	<u>7,263,897</u>	<u>7,365,505</u>	<u>7,156,311</u>
Total revenue	<u>38,282,310</u>	<u>38,700,746</u>	<u>38,393,196</u>
Expenses (Schedule 3)			
General government services	2,540,785	2,442,599	2,477,348
Protective services	6,840,292	6,862,354	6,684,109
Transportation services	3,898,090	3,956,998	3,675,224
Environmental health and development services	2,082,790	2,015,177	2,046,149
Recreation and cultural services	5,305,339	5,251,462	4,643,443
Water supply	3,135,054	3,164,784	2,915,313
Sewerage collection and disposal	2,651,262	2,698,172	2,562,434
Amortization of tangible capital assets (Note 11)	5,335,570	5,335,570	5,099,926
Interest expense and miscellaneous	<u>975,727</u>	<u>875,286</u>	<u>809,657</u>
Total expenses	<u>32,764,909</u>	<u>32,602,402</u>	<u>30,913,603</u>
Annual surplus	<u>\$ 5,517,401</u>	<u>6,098,344</u>	<u>7,479,593</u>
Accumulated surplus at beginning of year		<u>134,120,221</u>	<u>126,640,628</u>
Accumulated surplus at end of year		<u>\$ 140,218,565</u>	<u>\$ 134,120,221</u>

The accompanying notes to the financial statements are an integral part of these financial statements.

MUNICIPALITY OF THE TOWN OF RIVERVIEW, NEW BRUNSWICK
CONSOLIDATED STATEMENT OF CHANGES IN NET DEBT
FOR THE YEAR ENDED DECEMBER 31, 2019

	2019 Budget	2019	2018
Annual surplus	\$ 5,517,401	\$ 6,098,344	\$ 7,479,593
Acquisition of tangible capital assets	(11,811,400)	(9,944,001)	(11,575,529)
Amortization of tangible capital assets	5,335,570	5,335,570	5,099,926
(Gain) loss on disposal of tangible capital assets	-	60,729	190,763
Proceeds on sale of tangible capital assets	140,000	83,555	771,481
Transfer of assets under construction	-	61,421	92,074
	<u>(6,335,830)</u>	<u>(4,402,726)</u>	<u>(5,421,285)</u>
Change in inventories of materials and supplies	-	17,357	(107,363)
Change in prepaid expenses and deposits	-	(12,767)	(9,071)
	<u>-</u>	<u>4,590</u>	<u>(116,434)</u>
Reduction (increase) in net debt	(818,429)	1,700,208	1,941,874
Net debt at beginning of year	<u>(16,056,755)</u>	<u>(16,056,755)</u>	<u>(17,998,629)</u>
Net debt at end of year	<u>\$ (16,875,184)</u>	<u>\$ (14,356,547)</u>	<u>\$ (16,056,755)</u>

The accompanying notes to the financial statements are an integral part of these financial statements.

MUNICIPALITY OF THE TOWN OF RIVERVIEW, NEW BRUNSWICK
CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2019

	2019	2018
Operating transactions		
Annual surplus	\$ 6,098,344	\$ 7,479,593
Amortization of tangible capital assets	5,335,570	5,099,926
Loss on disposal of tangible capital assets	60,729	190,763
Change in accrued pension liability	(123,600)	(362,400)
Change in accrued retirement allowances	66,904	21,475
Change in receivables	1,115,974	1,690,668
Change in accounts payable and accrued liabilities	1,181,452	(676,854)
Change in inventories of materials and supplies	17,357	(107,363)
Change in prepaid expenses and deposits	<u>(12,767)</u>	<u>(9,071)</u>
Cash provided by operating transactions	<u>13,739,963</u>	<u>13,326,737</u>
Capital transactions		
Acquisition of tangible capital assets	(9,944,001)	(11,575,529)
Change in assets under construction	61,421	92,074
Change in deferred government transfers	2,149,527	920,479
Proceeds on sale of tangible capital assets	<u>83,555</u>	<u>771,481</u>
Cash applied to capital transactions	<u>(7,649,498)</u>	<u>(9,791,495)</u>
Investing transactions		
Purchase of investments	<u>(5,912,265)</u>	<u>-</u>
Financing transactions		
Proceeds from long-term debt issue	5,807,000	4,500,000
Long-term debt repayment	<u>(4,002,000)</u>	<u>(3,018,000)</u>
Cash provided by financing transactions	<u>1,805,000</u>	<u>1,482,000</u>
Increase in cash and cash equivalents	1,983,200	5,017,242
Cash and cash equivalents at beginning of year	<u>7,667,344</u>	<u>2,650,102</u>
Cash and cash equivalents at end of year	<u>\$ 9,650,544</u>	<u>\$ 7,667,344</u>

The accompanying notes to the financial statements are an integral part of these financial statements.

MUNICIPALITY OF THE TOWN OF RIVERVIEW, NEW BRUNSWICK
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2019

Purpose of organization

The Municipality of the Town of Riverview, New Brunswick (the "Town") is incorporated and operates under the provisions of the Province of New Brunswick Local Governance Act. As a municipality the Town is exempt from income tax under section 149(1)(c) of the Canadian Income Tax Act as a Public Service Body. The Town provides municipal services such as police, fire, public works, engineering, parks and recreation, community development and other general government operations.

1. Adoption of new and revised standards and interpretations

At the date of authorization of these financial statements, the accounting standards board of Canada has issued the following new and revised standards, amendments and interpretations which are not yet effective during the period covered by these financial statements.

Public Sector (PS) 3400 Revenue is a new section that establishes standards on how to account for and report on revenue. Specifically, it differentiates between revenue arising from transactions that include performance obligations and transactions that do not have performance obligations. PS 3400 is effective for reporting periods beginning on or after April 1, 2022.

PS 3280 Asset Retirement Obligations establishes standards on how to account for and report a liability for asset retirement obligations. This section assists in determine what qualifies as, and how to account for, an Asset Retirement Obligation. PS 3280 is effective for reporting periods beginning on or after April 1, 2021.

PS 3450 Financial Instruments establishes standards on how to account for and report all types of financial instruments including derivatives. Financial instruments include primary instruments (such as receivables, payables and equity instruments) and derivative financial instruments (such as financial options, futures and forwards, interest rate swaps and currency swaps). PS 3450 is effective for reporting periods beginning on or after April 1, 2021.

The municipality is currently assessing the potential impact on its financial statements of the above standards. The municipality expects the adoption of PS 3400 and 3450 may have an impact on its financial statements, but it is not expected to be material. The municipality expects there to be no material impact on the financial statement for the other standards to be adopted.

There are no other Public Sector standards that are not yet effective that would be expected to have a material impact on the municipality's future financial statements.

2. Summary of significant accounting policies

The consolidated financial statements of the Municipality of the Town of Riverview, New Brunswick are the representations of management prepared in accordance with Canadian generally accepted accounting principles for local governments, as recommended by the Public Sector Accounting Board (PSAB) of the Chartered Professional Accountants of Canada.

The focus of Public Sector Accounting consolidated financial statements is on the financial position of the Town and the changes thereto. The consolidated statement of financial position includes all of the assets and liabilities of the Town.

MUNICIPALITY OF THE TOWN OF RIVERVIEW, NEW BRUNSWICK
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2019

2. Summary of significant accounting policies (continued)

The significant aspects of the accounting policies adopted by the Town are as follows:

(a) Reporting entity

These consolidated financial statements reflect the assets, liabilities, revenues, expenditures and changes in net debt and cash flows of the reporting entity. The reporting entity is comprised of all organizations and enterprises accountable for the administration of their affairs and resources to the Town and which are owned or controlled by the Town.

Interdepartmental and organizational transactions and balances are eliminated.

(b) Budget

The budget figures contained in these consolidated financial statements were approved by council on December 10, 2018 and the Minister of Local Government approved the Operating budgets on January 4, 2019.

(c) Use of estimates

The preparation of the consolidated financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements and the reported amount of revenues and expenses during the reporting period. These estimates are reviewed periodically, and as adjustments become necessary, they are reported in annual surplus in the period in which they become known. Actual results may differ from those estimates. Estimates are used when accounting for certain items such as allowance for doubtful accounts and the useful life of property and equipment.

(d) Financial instruments

The Town's financial instruments consist of cash, accounts receivable, pension asset (net), investments, accounts payable and accrued liabilities, long-term debt, accrued pension liability and accrued retirement allowances. Unless otherwise noted, it is management's opinion that the Town is not exposed to significant interest, currency or credit risk arising from these financial instruments.

The Town is subject to credit risk through accounts receivable. The Town maintains a provision for credit losses, and minimizes credit risk through on-going credit management.

(e) Cash and cash equivalents

Cash and cash equivalents are comprised of cash on hand, demand deposits and short term investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of change in value.

(f) Deferred revenue

Deferred revenue includes grants, contributions and other amounts received from third parties pursuant to legislation, regulation and agreement which may only be used in certain programs, in the completion of specific work, or the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired. In addition, all funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenues until used for the purpose specified.

MUNICIPALITY OF THE TOWN OF RIVERVIEW, NEW BRUNSWICK
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2019

2. Summary of significant accounting policies (continued)

(g) Employee future benefits

The Town and its employees contribute to the Town of Riverview Employees' Pension Plan, a jointly trustee defined benefit pension plan. The Plan provides for service pensions based on length of service and rate of pay.

In addition to the Employees' Pension Plan, a retirement allowance is provided for the Town's employees (Note 10).

Employees may carry forward unused sick leave throughout their employment. This sick leave does not vest to the employees, and as such the Town is not required to compensate employees for unused amounts upon leaving employment with the Town.

(h) Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the change in net debt for the year.

Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost of the tangible capital asset is amortized on a straight line basis over the estimated useful life as follows:

Land improvements	15 - 25 years
Buildings	25 - 50 years
Vehicles and equipment	5 - 15 years
Computer hardware and software	5 years
Roads, streets, sidewalks and culverts	20 - 50 years
Water and wastewater networks	30 - 100 years

Assets under construction

Assets under construction are not amortized until the asset is available for productive use.

Contribution of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair value and as revenue at the date of receipt. Fair value is determined by the Town's engineering staff using current expected construction costs of similar assets.

Inventories of materials and supplies

Inventories of materials and supplies consist mainly of parts and road maintenance materials and are valued at the lower of cost and net realizable value.

MUNICIPALITY OF THE TOWN OF RIVERVIEW, NEW BRUNSWICK
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2019

2. Summary of significant accounting policies (continued)

(i) Reserve funds

Under the Province of New Brunswick Local Governance Act, Council may establish discretionary reserves for each type of its operating and capital funds. In addition, the Community Planning Act requires that a statutory Land Reserve be established and maintained for the purpose of acquiring and developing land held for public purposes.

Certain amounts, as approved by Town Council, are set aside in reserve funds for future operating and capital purposes. Transfers to and from reserve funds are recorded as an adjustment to accumulated surplus of that fund. Note 2 in the Schedules of Regulatory Requirements indicates the reserve fund balances as supplementary information.

(j) Segmented information

The Town of Riverview is a diversified municipal unit that provides a wide range of services to its residents. For management reporting purposes, the Town's operations and activities are organized and reported by function. This presentation was created for the purpose of recording specific activities to attain certain objectives in accordance with special regulations, restrictions or limitations. Municipal services are provided by departments as follows:

General government services

This department is responsible for the overall governance and financial administration of the Municipality. This includes council functions, general and financial management, legal matters and compliance with legislation as well as civic relations.

Protective services

This department is responsible for the provision of policing services, fire protection, emergency measures, animal control and other protective measures.

Transportation services

This department is responsible for common services, roads and streets maintenance, street lighting, traffic services, parking and other transportation related functions.

Environmental health services and development services

This department is responsible for the provision of waste collection and disposal, planning and zoning, community development, tourism and other municipal development and promotion services.

Recreation and cultural services

The department is responsible for the maintenance and operation of recreational and cultural facilities, including swimming pools, arena, parks and playgrounds and other recreational and cultural facilities.

Water and wastewater system

This department is responsible for the provision of water and sewer services including the maintenance and operation of the underground networks.

MUNICIPALITY OF THE TOWN OF RIVERVIEW, NEW BRUNSWICK
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2019

2. Summary of significant accounting policies (continued)

(k) Revenue recognition

Warrant revenue represents annual property tax levy administered and collected by the Province of New Brunswick on behalf of all New Brunswick Municipalities for municipal services.

Government Transfers are recognized as revenue in the period that the transfer is authorized, eligibility criteria have been met by the Town, and a reasonable estimate of the amount to be received can be made.

Sale of services and other charge revenue including sales of services, licences and permits, fines, other, and water and wastewater are recorded on an accrual basis and recognized as earned which is usually when services are provided or facilities are utilized.

Other revenues are recorded when it is earned, and collection is reasonably assured.

(l) Government transfers

Government transfers are recognized in the consolidated financial statements as revenues in the period in which events giving rise to the transfer occur, provided the transfers are authorized, all eligibility criteria have been met and reasonable estimates of the amounts can be made. Transfers received for which expenses are not yet incurred are included in deferred government transfers.

(m) Expense recognition

Expenses are recognized in the period that the goods and services were acquired and a liability was incurred. Expenses are recorded on an accrual basis.

3. Cash in bank

	2019	2018
Cash - restricted	\$ 7,354,908	\$ 7,512,171
Cash - unrestricted	<u>2,295,636</u>	<u>155,173</u>
	<u>\$ 9,650,544</u>	<u>\$ 7,667,344</u>

The Town has restricted cash balances which consist of amounts included in Reserve funds, which can only be accessed through Council Resolution. It also includes amounts from the Gas Tax Fund which can only be used for approved projects, and amounts held on behalf of Riverview P.R.O. Kids.

Restricted cash balances consists of:

Riverview P.R.O. Kids	\$ 40,524	\$ 32,338
Gas Tax Fund	3,070,006	920,479
General Operating Reserve	1,095,894	485,181
General Capital Reserve	2,614,674	4,286,007
General Parkland Reserve	176,420	172,843
Utility Operating Reserve	107,795	105,610
Utility Capital Reserve	<u>249,595</u>	<u>1,509,713</u>
	<u>\$ 7,354,908</u>	<u>\$ 7,512,171</u>

MUNICIPALITY OF THE TOWN OF RIVERVIEW, NEW BRUNSWICK
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2019

4. Receivables

	2019	2018
Trade receivables - General operating	\$ 194,734	\$ 291,285
Water and sewer receivables - Utility operating	1,225,785	1,290,571
Deferred local improvement receivables	2,264,227	2,137,463
Federal/Provincial government - capital and operating contributions	281,691	1,348,657
Canada Revenue Agency (HST refundable)	<u>496,956</u>	<u>511,391</u>
	<u>\$ 4,463,393</u>	<u>\$ 5,579,367</u>

5. Investments

	2019	2018
Guaranteed investment certificates with maturity date of February 22, 2020 and an interest rate of 2.35%.	<u>\$ 5,912,265</u>	<u>\$ -</u>

The above investments are restricted and are included in the reserve funds detailed in Note 2 in the Schedules of Regulatory Requirements.

6. Accounts payable and accrued liabilities

	2019	2018
Accounts payable	\$ 3,315,588	\$ 2,146,858
Contractors' holdbacks	400,335	524,540
Interest on long-term debt	54,076	60,497
Local improvement deferred revenue	2,116,973	1,986,395
Deferred revenue	<u>140,435</u>	<u>127,665</u>
	<u>\$ 6,027,407</u>	<u>\$ 4,845,955</u>

7. Deferred government transfers

Deferred government transfers represent amounts held at year end to be applied to approved projects. These deferred contributions consist of Gas Tax Funds of \$3,070,006 (2018 - \$920,479).

8. Long-term debt

New Brunswick Municipal Finance Corporation

Interest rate and due dates	Debenture #	2019	2018
1.00% to 4.50% due 2019	BB-25	\$ -	\$ 2,740,000
1.50% to 3.85% due 2020	BD-22	763,000	880,000
1.50% to 3.85% due 2020	BD-23	806,000	928,000
1.35% to 3.45% due 2021	BF-21	763,000	862,000
1.25% to 3.70% due 2023	BJ-23	130,000	160,000
2.10% to 5.55% due 2023	AZ-27	373,000	455,000
1.20% to 3.80% due 2036	BP-20	8,794,000	9,201,000
1.65% to 3.30% due 2037	BR-21	3,777,000	3,940,000
2.55% to 3.55% due 2033	BU-20	4,258,000	4,500,000
3.95% to 2.80% due 2034	BW-28	<u>5,807,000</u>	<u>-</u>
		<u>\$ 25,471,000</u>	<u>\$ 23,666,000</u>

MUNICIPALITY OF THE TOWN OF RIVERVIEW, NEW BRUNSWICK
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2019

8. Long-term debt (continued)

Principal repayments required during the next five years are as follows:

2020	\$ 3,098,000
2021	2,119,000
2022	1,492,000
2023	1,531,000
2024	1,431,000

Approval of the Municipal Capital Borrowing Board has been obtained for the debenture debt reported and all the long-term debt has been approved by Order-in-Council of the Provincial Legislature.

9. Accrued pension asset

Pension benefits are provided to employees of the Municipality of the Town of Riverview, New Brunswick under the Town of Riverview Employees' Pension Plan established in 1974. The plan is registered and meets the requirements of Canada Revenue Agency and the Superintendent of Pensions for New Brunswick. The plan is a defined benefit plan with employees contributing 6% of earnings. The Town is currently contributing 8.3% of employees' earnings (2018 - 8.3%).

The contribution by the Town in 2019 was \$617,504 (2018 - \$594,738). Total benefit payments to retirees during the year were \$1,439,277 (2018 - \$1,286,884). A separate pension fund is maintained. The Town is in a net funded position at December 31, 2019 as follows:

	2019	2018
Fair market value of plan assets	\$ 29,468,800	\$ 26,180,800
Accrued benefit obligation	<u>(26,172,300)</u>	<u>(25,392,800)</u>
Funded status	3,296,500	788,000
Unamortized actuarial (gains) losses	<u>(1,988,400)</u>	<u>396,500</u>
Accounting pension asset	<u>\$ 1,308,100</u>	<u>\$ 1,184,500</u>

Actuarial valuations for accounting purposes are performed annually using the traditional unit credit method. The most recent valuation of the Pension Plan by the Town's actuaries, Eckler Ltd. was carried out effective December 31, 2018. The valuation results from 2018 were used to extrapolate forward using valuations assumptions, along with actual contributions and benefit payments made during the extrapolation period. The net unamortized actuarial gain (loss) of \$1,988,400 (2018 - \$(396,500)) is to be amortized on a straight-line basis over the expected average remaining service life (16 years) of the employee group.

The actuarial valuation was based on a number of assumptions about future events, such as interest rates, employee turnover and mortality. The assumptions used reflect the Town's best estimates:

Discount rate	5.5%
Mortality	2014 Mortality Table projected with CPM Improvement Scale B
Normal retirement age	Earlier of age 65 or Rule of 85

MUNICIPALITY OF THE TOWN OF RIVERVIEW, NEW BRUNSWICK
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2019

9. Accrued pension asset

	2019	2018
Current period benefit cost	\$ 1,025,313	\$ 1,010,556
Amortization of actuarial gain/losses	<u>(53,871)</u>	<u>(196,219)</u>
	971,442	814,337
Less: Employee contributions	<u>(433,420)</u>	<u>(430,024)</u>
Pension expense	538,022	384,313
Interest recovery on the average accrued benefit obligation	<u>(44,044)</u>	<u>(152,025)</u>
Total expenses related to pension	<u>\$ 493,978</u>	<u>\$ 232,288</u>

10. Accrued retirement allowances

The Town provides a retirement allowance to eligible employees reaching the minimum retirement age under the pension plan. This amount is payable to the employee upon retirement. For non-union employees, upon completion of a minimum of 10 or more years of service, employees are entitled to 5 days pay for each year of service to a maximum of 125 days. For union employees, upon completion of a minimum of 10 or more years of service, employees are entitled to 1 month regular salary for each 5 years of service to a maximum of 6 months. The total liability included in these consolidated financial statements for this accrued retirement allowance is \$1,122,436 (2018 - \$1,055,532).

**MUNICIPALITY OF THE TOWN OF RIVERVIEW, NEW BRUNSWICK
SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES AND OTHER EXPLANATORY INFORMATION
DECEMBER 31, 2019**

11. Schedule of Tangible Capital Assets

	<u>Land</u>	<u>Land Improvements</u>	<u>Buildings</u>	<u>Vehicles and Equipment</u>	<u>Computer Hardware and Software</u>	<u>Assets Under Construction</u>	<u>Roads Streets Sidewalks Culverts</u>	<u>Water and Sewer Buildings</u>	<u>Water and Sewer Pipes</u>	<u>Total</u>
Cost										
Balance, beginning of year	\$ 980,607	\$ 9,970,808	\$ 32,818,279	\$ 13,659,719	\$ 604,205	\$ 61,421	\$ 101,552,185	\$ 6,926,796	\$ 48,991,056	\$ 215,565,076
Add:										
Additions during the year	100,284	311,059	122,208	1,721,087	51,553	1,147,811	4,264,897	-	2,225,102	9,944,001
Less:										
Disposals during the year	-	(93,022)	-	(467,141)	-	(61,421)	(272,890)	-	(191,181)	(1,085,655)
Balance, end of year	<u>1,080,891</u>	<u>10,188,845</u>	<u>32,940,487</u>	<u>14,913,665</u>	<u>655,758</u>	<u>1,147,811</u>	<u>105,544,192</u>	<u>6,926,796</u>	<u>51,024,977</u>	<u>224,423,422</u>
Accumulated amortization										
Balance, beginning of year	-	3,673,081	7,005,844	8,491,153	443,592	-	31,729,475	2,179,168	12,520,501	66,042,814
Add:										
Amortization during the year	-	428,281	827,367	1,125,828	67,781	-	2,122,615	173,170	590,528	5,335,570
Less:										
Accumulated amortization on disposals	-	(93,021)	-	(386,230)	-	-	(249,152)	-	(151,547)	(879,950)
Balance, end of year	<u>-</u>	<u>4,008,341</u>	<u>7,833,211</u>	<u>9,230,751</u>	<u>511,373</u>	<u>-</u>	<u>33,602,938</u>	<u>2,352,338</u>	<u>12,959,482</u>	<u>70,498,434</u>
Net Book Value of Tangible Capital Assets December 31, 2019	<u>\$ 1,080,891</u>	<u>\$ 6,180,504</u>	<u>\$ 25,107,276</u>	<u>\$ 5,682,914</u>	<u>\$ 144,385</u>	<u>\$ 1,147,811</u>	<u>\$ 71,941,254</u>	<u>\$ 4,574,458</u>	<u>\$ 38,065,495</u>	<u>\$ 153,924,988</u>
Net Book Value of Tangible Capital Assets December 31, 2018	<u>\$ 980,607</u>	<u>\$ 6,297,727</u>	<u>\$ 25,812,435</u>	<u>\$ 5,168,566</u>	<u>\$ 160,613</u>	<u>\$ 61,421</u>	<u>\$ 69,822,710</u>	<u>\$ 4,747,628</u>	<u>\$ 36,470,555</u>	<u>\$ 149,522,262</u>

MUNICIPALITY OF THE TOWN OF RIVERVIEW, NEW BRUNSWICK
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2019

12. Short-term borrowings compliance

Interim borrowing for capital

Bank overdrafts are amounts due to the bank with interest payable on a monthly basis at prime less .75% (at December 31, 2019 - 3.20%) These amounts are secured by resolutions signed by the Municipal Capital Borrowing Board, Province of New Brunswick. As of December 31, 2019 the Town had the following Orders in Council outstanding for short-term borrowings:

		General Capital	Utility Capital	Total
OIC# 19-0026	April 23, 2019	<u>\$ 1,200,000</u>	<u>\$ -</u>	<u>\$ 1,200,000</u>

As of December 31, 2019 the Town's temporary advances net of amounts receivable in the general and utility capital funds were within its limits in accordance with the Municipal Capital Borrowing Act of New Brunswick.

Operating borrowing

As prescribed in the Province of New Brunswick Local Governance Act, the borrowing to finance its General Fund operations is limited to 4% of the Town's operating budget. Borrowing to finance Utility Fund operations is limited to 50% of the Town's operating budget. As of December 31, 2019 the Town had no net borrowing in the General Operating or Utility Operating funds.

In 2019, the Town has complied with these restrictions.

Inter-fund borrowing

The Municipal Financial Reporting Manual requires that short-term inter-fund borrowings be repaid in the next year unless the borrowing is for a capital project. In the case of capital projects, the amount borrowed has to be repaid within one year of the completion of the project. The amounts payable between funds are in compliance with the requirements.

13. Contingency

In the normal course of the Town's activities, the Town is subject to a number of claims and litigations. The Town intends to defend and negotiate such claims and litigations. The eventual outcome of these claims and litigations are not determinable at year end.

MUNICIPALITY OF THE TOWN OF RIVERVIEW, NEW BRUNSWICK
SCHEDULE OF SEGMENT DISCLOSURES
DECEMBER 31, 2019

Schedule 1

	<u>General Government</u>	<u>Protective</u>	<u>Transportation</u>	<u>Environmental Health & Development</u>	<u>Recreational and Cultural</u>	<u>Water & Sewer</u>	<u>Total 2019</u>	<u>Total 2018</u>
Revenue								
Property tax warrant	\$ 9,392,250	\$ 6,078,023	\$ 3,231,938	\$ 1,704,289	\$ 3,778,483	\$ -	\$ 24,184,983	\$ 23,611,174
Unconditional transfers from the Provincial Government	1,068,765	691,632	367,769	193,935	429,962	-	2,752,063	2,462,272
Other contributions and government transfers	-	403,153	1,510,722	-	-	254,372	2,168,247	3,052,678
Sales of services	109,091	-	16,484	-	1,227,642	-	1,353,217	1,506,717
Other revenue from own sources	398,786	8,280	9,073	290,955	-	169,637	876,731	604,044
Water and sewer revenue	-	-	-	-	-	7,365,505	7,365,505	7,156,311
Total revenue	<u>10,968,892</u>	<u>7,181,088</u>	<u>5,135,986</u>	<u>2,189,179</u>	<u>5,436,087</u>	<u>7,789,514</u>	<u>38,700,746</u>	<u>38,393,196</u>
Expenses								
Salaries and benefits	1,234,676	2,798,838	1,337,829	187,101	3,030,042	1,504,953	10,093,439	9,367,219
Goods and services	1,233,289	4,038,150	2,619,168	1,828,076	2,221,421	4,358,003	16,298,107	15,636,801
Amortization	301,460	272,311	3,304,814	-	660,232	796,753	5,335,570	5,099,926
Interest	86,145	53,957	505,016	18,352	52,164	159,652	875,286	809,657
	<u>2,855,570</u>	<u>7,163,256</u>	<u>7,766,827</u>	<u>2,033,529</u>	<u>5,963,859</u>	<u>6,819,361</u>	<u>32,602,402</u>	<u>30,913,603</u>
Surplus (deficit)	<u>\$ 8,113,322</u>	<u>\$ 17,832</u>	<u>\$ (2,630,841)</u>	<u>\$ 155,650</u>	<u>\$ (527,772)</u>	<u>\$ 970,153</u>	<u>\$ 6,098,344</u>	<u>\$ 7,479,593</u>

MUNICIPALITY OF THE TOWN OF RIVERVIEW, NEW BRUNSWICK
CONSOLIDATED SCHEDULE OF REVENUES
DECEMBER 31, 2019

Schedule 2

	2019 Budget (Unaudited)	2019 Actual	2018 Actual
Other contributions and government transfers			
Infrastructure program	\$ 315,955	\$ 315,955	\$ 1,557,044
Gas tax program	667,765	667,765	495,000
Contributed assets - developers	603,699	603,699	450,518
Fire-local service district	372,448	403,152	372,448
Roads and streets	162,000	161,825	161,825
Lane marking	15,500	15,851	15,843
	<u>\$ 2,137,367</u>	<u>\$ 2,168,247</u>	<u>\$ 3,052,678</u>
Sales of services			
Community centre	\$ 246,706	\$ 240,661	\$ 246,066
Swimming pools	309,000	378,720	318,706
Skating rinks and arenas	428,500	456,323	402,672
Other recreational programs	160,500	151,938	159,035
RCMP building lease	-	-	214,182
Fundy Station lease income	170,000	109,091	145,811
Other - culverts, curb cutting	7,500	16,484	20,245
	<u>\$ 1,322,206</u>	<u>\$ 1,353,217</u>	<u>\$ 1,506,717</u>
Other revenue from own sources			
Licences and permits			
Building	\$ 160,000	\$ 247,070	\$ 125,595
Animal	28,815	20,485	20,915
Planning commission	32,000	43,885	46,125
Fines			
Municipal By-Law	15,000	8,280	6,780
Other			
Local improvement levy	72,894	130,180	238,131
Development cost recovery	7,000	-	-
Miscellaneous	50,152	59,024	85,633
Gain (loss) on disposal of assets	-	(60,729)	(190,763)
Return on investments			
Interest on cash in bank	40,000	117,073	56,748
Interest on past due accounts	134,000	159,174	154,044
Interest on reserve funds	152,289	152,289	60,836
	<u>\$ 692,150</u>	<u>\$ 876,731</u>	<u>\$ 604,044</u>
Water and sewerage revenue			
Water user charges - residential	\$ 3,125,770	\$ 3,160,190	\$ 3,026,111
- other	767,100	768,725	750,507
Sewer user charges - residential	1,322,940	1,333,479	1,291,860
- other	276,381	281,555	279,719
Sewer treatment levy	1,731,450	1,746,611	1,722,018
Water and sewer other revenue	40,256	74,945	86,096
	<u>\$ 7,263,897</u>	<u>\$ 7,365,505</u>	<u>\$ 7,156,311</u>

MUNICIPALITY OF THE TOWN OF RIVERVIEW, NEW BRUNSWICK
CONSOLIDATED SCHEDULE OF EXPENSES
DECEMBER 31, 2019

Schedule 3

	2019 Budget (Unaudited)	2019 Actual	2018 Actual
General government services			
Legislative			
Mayor	\$ 38,041	\$ 37,461	\$ 36,150
Councilors	126,300	122,038	116,363
Other	<u>39,986</u>	<u>43,249</u>	<u>35,614</u>
	<u>204,327</u>	<u>202,748</u>	<u>188,127</u>
Administrative			
Manager	130,802	127,741	231,290
Corporate services	367,076	364,283	-
Office building	67,542	71,305	79,490
Solicitor	85,000	80,017	94,634
Other	<u>140,505</u>	<u>155,028</u>	<u>150,257</u>
	<u>790,925</u>	<u>798,374</u>	<u>555,671</u>
Financial and Human Resources			
Administrative	112,133	108,996	246,832
Accounting and human resources	<u>629,224</u>	<u>569,890</u>	<u>541,889</u>
	<u>741,357</u>	<u>678,886</u>	<u>788,721</u>
Other General Government Services			
Civic relations	92,200	65,906	109,300
Other general government services	16,500	13,489	21,075
Public liability insurance premiums	113,571	113,571	107,050
Grants to organizations	287,303	275,023	275,624
Assessment costs	294,602	294,602	289,429
Building expense - RCMP station	<u>-</u>	<u>-</u>	<u>142,351</u>
	<u>804,176</u>	<u>762,591</u>	<u>944,829</u>
	<u>\$ 2,540,785</u>	<u>\$ 2,442,599</u>	<u>\$ 2,477,348</u>
Protective services			
Police			
RCMP contract	\$ 3,419,802	\$ 3,419,802	\$ 3,409,452
RCMP building consulting fees	<u>34,500</u>	<u>25,366</u>	<u>5,200</u>
	<u>3,454,302</u>	<u>3,445,168</u>	<u>3,414,652</u>
Fire			
Administration	2,617,775	2,589,601	2,508,878
Volunteers	85,800	86,578	65,848
Fire alarm system	23,500	19,385	35,381
Fire investigation and prevention	10,300	9,584	10,441
Training and development	63,100	59,909	48,907

MUNICIPALITY OF THE TOWN OF RIVERVIEW, NEW BRUNSWICK
CONSOLIDATED SCHEDULE OF EXPENSES (CONTINUED)
DECEMBER 31, 2019

Schedule 3

	2019 Budget (Unaudited)	2019 Actual	2018 Actual
Protective services (continued)			
Fire (continued)			
Station and building	120,690	138,167	142,863
Firefighting equipment	153,260	199,691	193,146
Other	<u>7,750</u>	<u>8,047</u>	<u>5,748</u>
	<u>3,082,175</u>	<u>3,110,962</u>	<u>3,011,212</u>
Other			
Bylaw enforcement	116,233	117,820	82,432
Animal and pest control	104,582	104,244	94,619
Crosswalk guards	<u>83,000</u>	<u>84,160</u>	<u>81,194</u>
	<u>303,815</u>	<u>306,224</u>	<u>258,245</u>
	<u>\$ 6,840,292</u>	<u>\$ 6,862,354</u>	<u>\$ 6,684,109</u>
Transportation services			
Common Services			
Administration	\$ 885,240	\$ 868,030	\$ 812,684
General equipment	178,560	202,065	181,365
Workshops, yard and other buildings	<u>127,840</u>	<u>139,476</u>	<u>117,817</u>
	<u>1,191,640</u>	<u>1,209,571</u>	<u>1,111,866</u>
Road transport			
Engineering planning, supervision	<u>82,480</u>	<u>116,841</u>	<u>43,175</u>
Roads and streets			
Summer maintenance	363,300	354,161	374,778
Culverts and drainage ditches	25,400	20,960	21,217
Storm sewers	14,400	15,159	12,271
Snow and ice removal	<u>849,826</u>	<u>983,369</u>	<u>905,229</u>
	<u>1,252,926</u>	<u>1,373,649</u>	<u>1,313,495</u>
Street lighting	<u>579,100</u>	<u>572,310</u>	<u>546,257</u>
Traffic services			
Street signs	29,200	42,791	41,163
Traffic lane marking	55,000	53,176	45,312
Traffic signals	8,000	4,755	3,217
Crosswalks	8,000	12,118	11,153
Public transit	<u>691,744</u>	<u>571,787</u>	<u>559,586</u>
	<u>791,944</u>	<u>684,627</u>	<u>660,431</u>
	<u>\$ 3,898,090</u>	<u>\$ 3,956,998</u>	<u>\$ 3,675,224</u>

MUNICIPALITY OF THE TOWN OF RIVERVIEW, NEW BRUNSWICK
CONSOLIDATED SCHEDULE OF EXPENSES (CONTINUED)
DECEMBER 31, 2019

Schedule 3

	2019 Budget (Unaudited)	2019 Actual	2018 Actual
Environmental health and development services			
Environmental health services			
Garbage and waste collection	\$ 509,900	\$ 490,718	\$ 488,081
Landfill costs	<u>378,365</u>	<u>378,365</u>	<u>395,404</u>
	<u>888,265</u>	<u>869,083</u>	<u>883,485</u>
Environmental development services			
Community planning	395,019	366,685	356,780
Community development agency	78,074	78,074	78,074
Economic development and tourism	343,362	315,899	359,976
Beautification and land rehabilitation	<u>378,070</u>	<u>385,436</u>	<u>367,834</u>
	<u>1,194,525</u>	<u>1,146,094</u>	<u>1,162,664</u>
	<u>\$ 2,082,790</u>	<u>\$ 2,015,177</u>	<u>\$ 2,046,149</u>
Recreation and cultural services			
Administration	\$ 2,732,250	\$ 2,682,262	\$ 2,421,538
Community centres and halls	677,970	603,343	635,889
Swimming pools	385,751	385,468	373,597
Rinks and arenas	432,240	507,827	457,013
Parks and playgrounds	212,400	242,238	222,883
Other recreational facilities	560,240	570,553	224,392
Library	32,828	30,347	32,019
Fundy Chocolate River Station	201,720	158,982	212,693
Other	<u>69,940</u>	<u>70,442</u>	<u>63,419</u>
	<u>\$ 5,305,339</u>	<u>\$ 5,251,462</u>	<u>\$ 4,643,443</u>
Water supply			
Administration	\$ 86,522	\$ 85,561	\$ 112,352
Billing and collection	103,263	104,375	99,420
Water purchased	1,460,000	1,398,117	1,250,803
Other	<u>1,485,269</u>	<u>1,576,731</u>	<u>1,452,738</u>
	<u>\$ 3,135,054</u>	<u>\$ 3,164,784</u>	<u>\$ 2,915,313</u>
Sewerage collection and disposal			
Administration	\$ 86,525	\$ 85,910	\$ 45,287
Sewerage treatment and disposal	1,732,920	1,732,920	1,689,698
Other	<u>831,817</u>	<u>879,342</u>	<u>827,449</u>
	<u>\$ 2,651,262</u>	<u>\$ 2,698,172</u>	<u>\$ 2,562,434</u>

MUNICIPALITY OF THE TOWN OF RIVERVIEW, NEW BRUNSWICK
CONSOLIDATED SCHEDULE OF EXPENSES (CONTINUED)
DECEMBER 31, 2019

Schedule 3

	2019 Budget (Unaudited)	2019 Actual	2018 Actual
Interest and miscellaneous			
Interest on bank overdraft	\$ 111,137	\$ 89,137	\$ 78,291
Interest on long-term debt	<u>864,590</u>	<u>786,149</u>	<u>731,366</u>
	<u>\$ 975,727</u>	<u>\$ 875,286</u>	<u>\$ 809,657</u>

MUNICIPALITY OF THE TOWN OF RIVERVIEW, NEW BRUNSWICK
SCHEDULES OF REGULATORY REPORTING REQUIREMENTS
DECEMBER 31, 2019

The Department of Local Government of New Brunswick has requested some disclosures in addition to Canadian Public Sector Accounting Standards for monitoring purposes. The Town has provided these disclosure requirements in the following pages

1. Reconciliation of Annual Surplus in Consolidated Financial Statements to Provincial Municipal Reporting Standards

	General Operating Fund	General Capital Fund	Water & Sewer Operating Fund	Water & Sewer Capital Fund	General Reserve Fund	Water & Sewer Reserve Fund	Total
2019 annual fund surplus (deficit) per consolidated financial statements	\$ 4,299,986	\$ 227,541	\$ 1,570,900	\$ (152,372)	\$ 115,284	\$ 37,005	\$ 6,098,344
<i>Adjustments to annual surplus for funding requirements</i>							
Second previous year surplus	4,368	-	99,125	-	-	-	103,493
Transfers between funds:							
Transfer from operating to capital	(662,451)	662,451	(1,678,237)	1,678,237	-	-	-
Transfer from reserve to capital	-	-	-	-	-	-	-
Transfer from operating to reserve	(3,200,000)	-	(245,000)	-	3,200,000	245,000	-
Recovery of accrued pension liability	(123,600)	-	-	-	-	-	(123,600)
Amortization expense	-	4,538,817	-	796,753	-	-	5,335,570
Contributed tangible capital assets	-	(349,226)	-	(254,372)	-	-	(603,598)
Water cost transfer	(300,000)	-	300,000	-	-	-	-
Total adjustments to 2019 annual surplus (deficit)	(4,281,683)	4,852,042	(1,524,112)	2,220,618	3,200,000	245,000	4,711,865
2019 annual surplus	\$ 18,303	\$ 5,079,583	\$ 46,788	\$ 2,068,246	\$ 3,315,284	\$ 282,005	\$ 10,810,209

MUNICIPALITY OF THE TOWN OF RIVERVIEW, NEW BRUNSWICK
SCHEDULES OF REGULATORY REPORTING REQUIREMENTS
DECEMBER 31, 2019

2. Statement of reserves

	General Operating	General Capital	General Parkland	Water & Sewer Operating	Water & Sewer Capital	Total 2019	Total 2018
<i>Assets</i>							
Cash	\$ 1,095,894	\$ 2,614,674	\$ 176,420	\$ 107,795	\$ 249,595	\$ 4,244,378	\$ 6,559,354
Investments (see below)	-	4,372,326	-	-	1,539,939	5,912,265	-
	<u>1,095,894</u>	<u>6,987,000</u>	<u>176,420</u>	<u>107,795</u>	<u>1,789,534</u>	<u>10,156,643</u>	<u>6,559,354</u>
<i>Surplus</i>							
Accumulated Surplus, beginning of year	485,180	4,286,007	172,843	105,610	1,509,714	6,559,354	3,401,918
Annual surplus	610,714	2,700,993	3,577	2,185	279,820	3,597,289	3,157,436
Accumulated Surplus, end of year	\$ 1,095,894	\$ 6,987,000	\$ 176,420	\$ 107,795	\$ 1,789,534	\$ 10,156,643	\$ 6,559,354
<i>Revenue</i>							
Interest	10,714	100,993	3,577	2,185	34,820	152,289	60,836
Transfer from capital funds	-	-	-	-	-	-	420,000
Transfers from operating funds	600,000	2,600,000	-	-	245,000	3,445,000	2,676,600
Annual surplus (deficit)	\$ 610,714	\$ 2,700,993	\$ 3,577	\$ 2,185	\$ 279,820	\$ 3,597,289	\$ 3,157,436

Name of Investment	Principal Amount	Accrued interest	Total	Interest Rate	Date of Maturity
Redeemable GIC	\$ 4,293,000	\$ 79,326	\$ 4,372,326	2.35%	February 22, 2020
Redeemable GIC	1,512,000	27,939	1,539,939	2.35%	February 22, 2020
	<u>\$ 5,805,000</u>	<u>\$ 107,265</u>	<u>\$ 5,912,265</u>		

**MUNICIPALITY OF THE TOWN OF RIVERVIEW, NEW BRUNSWICK
SCHEDULES OF REGULATORY REPORTING REQUIREMENTS
DECEMBER 31, 2019**

2. Statement of reserves (continued)

Council Resolutions regarding transfers to and from reserves:

Resolution #1

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

BE IT RESOLVED that the Town Council of the Town of Riverview authorize the transfer of \$600,000 from the 2019 General Operating Fund to the General Operating Reserve Fund.

Resolution #2

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 \$2,600,000 from the 2019 General Operating Fund to the General Capital Reserve Fund.

Resolution #3

Moved by: Councillor A. Leblanc
Seconded by: Councillor W. Bennett.

BE IT RESOLVED that the Town Council of the Town of Riverview authorize the transfer of \$245,000 from the 2019 Utility Operating Fund to the Utility Capital Reserve Fund.

I hereby certify that the above are true and exact copies of resolutions adopted at a meeting of Council on December 9, 2019.

Annette Crummey

Annette Crummey
Town Clerk
Town of Riverview

05/14/20

Date



MUNICIPALITY OF THE TOWN OF RIVERVIEW, NEW BRUNSWICK
SCHEDULES OF REGULATORY REPORTING REQUIREMENTS
DECEMBER 31, 2019

3. Reconciliation of Operating Budget to Public Sector Accounting for year ended December 31, 2019

	<u>Operating</u>	<u>Amortization</u>	<u>Other</u>	<u>Transfers</u>	<u>Total</u>
Revenue					
Warrant of assessment	\$ 24,184,983	\$ -	\$ -	-	\$ 24,184,983
Unconditional transfers from Provincial Government	2,681,707	-	-	-	2,681,707
Other contributions and government transfers	549,948	-	1,587,419	-	2,137,367
Sales of services	1,322,206	-	-	-	1,322,206
Other revenue from own sources	679,861	-	12,289	-	692,150
Water and sewer revenue	7,563,897	-	(300,000)	-	7,263,897
	<u>36,982,602</u>	<u>-</u>	<u>1,299,708</u>	<u>-</u>	<u>38,282,310</u>
Expenses					
General government services	2,554,660	-	(13,875)	-	2,540,785
Protective services	7,173,921	-	(333,629)	-	6,840,292
Transportation services	3,915,305	-	(17,215)	-	3,898,090
Environment health and development	2,085,266	-	(2,476)	-	2,082,790
Recreation and cultural services	5,342,159	-	(36,820)	-	5,305,339
Water supply	3,148,484	-	(13,430)	-	3,135,054
Sewerage collection and disposal	2,657,416	-	(6,154)	-	2,651,262
Amortization of tangible capital assets	-	5,335,570	-	-	5,335,570
Interest expense and miscellaneous	975,727	-	-	-	975,727
	<u>27,852,938</u>	<u>5,335,570</u>	<u>(423,599)</u>	<u>-</u>	<u>32,764,909</u>
Fiscal services					
Transfer from operating fund to capital fund	6,723,000	-	-	(6,723,000)	-
Transfer from operating fund to reserve fund	2,660,157	-	-	(2,660,157)	-
Transfer from reserve fund to operating fund	(150,000)	-	-	150,000	-
Second previous years' surplus	(103,493)	-	-	103,493	-
	<u>9,129,664</u>	<u>-</u>	<u>-</u>	<u>(9,129,664)</u>	<u>-</u>
	<u>36,982,602</u>	<u>5,335,570</u>	<u>(423,599)</u>	<u>(9,129,664)</u>	<u>32,764,909</u>
Annual surplus	\$ -	\$ (5,335,570)	\$ 1,723,307	\$ 9,129,664	\$ 5,517,401



30 Honour House Court, Riverview, NB E1B 3Y9
info@townofriverview.ca | Telephone: (506) 387-2020
www.townofriverview.ca