



**COMMITTEE OF THE WHOLE MEETING OF COUNCIL**

**Monday, June 22, 2015**

**Council Chambers**

**30 Honour House Court, Riverview, NB**

**7:00 p.m.**

**Members Present:**

Ann Seamans	Mayor
Ian Macdonald	Deputy Mayor
Wayne Bennett	Councillor
Cecile Cassista	Councillor
Lana Hansen	Councillor
Andrew LeBlanc	Councillor

**Staff Present:**

Colin Smith	CAO
Robert Higson	Director of Finance
Michel Ouellet	Director of Engineering & Public Works
Chief Denis Pleau	Riverview Fire & Rescue
Annette Crummey	Town Clerk
Denyse Richard	Deputy Town Clerk

**1. CALL TO ORDER**

Mayor Seamans called the meeting to order at 7:00 p.m.

**2. ADOPTION OF THE AGENDA**

The following amendments were made to the agenda:

Addition of item 8A) Reappointment to Trans Aqua Board  
Deletion of item 5A) Presentation by David West

**Moved by:** Councillor Cassista

**Seconded by:** Councillor Bennett

*That the agenda be approved as amended.*

**Motion Carried**

**3. DECLARATIONS OF CONFLICTS OF INTEREST**

NIL

**4. CORRESPONDENCE**

NIL

**5. PETITIONS, PRESENTATIONS & DELEGATIONS**

**A) Presentation by David West – Proposing a Volleyball court – Fairway Boulevard & Ridgeway Drive**

Deleted from the agenda at the petitioner's request.

**6. DEPARTMENTAL REPORTS**

**A) Administration Department – Colin Smith, CAO**

**1) Report for the Month of June 2015**

Mr. Smith remarked that he had recently attended his first annual conference of the Canadian Association of Municipal Administrators which proved to be an excellent conference and networking experience. He also noted that Codiac Transpo will be featuring a smaller transit bus on the West Riverview route. Codiac Transpo will promote the use of the smaller bus which will operate for a trial period of three weeks of which the bus will be utilized in Riverview on June 29<sup>th</sup> & 30<sup>th</sup> at no cost to its users.

Report was presented and accepted.

**B) Finance Department – Robert Higson, Director**

**1) Report for the Month of June 2015**

Mr. Higson reported that progress has been made on the collection of outstanding water and sewer accounts, with the largest amount collected of \$35,000 for an apartment building. He noted that further disconnection notices will follow over time with the worst case scenarios being addressed first. Mr. Higson pointed out that it is too difficult for staff to deal with disconnection notices for all outstanding clients at one time and have implemented a phased in approach and will continue to review to determine the next series of shut off notices.

Report was presented and accepted.

**2) Budget 2016 Preparation Process**

Mr. Higson noted that each year following the completion of the budget process staff seeks feedback from Council in an effort to make the process more efficient, effective and as transparent as possible. As a result of the last review, the members of Council indicated that they would like more time to review the budget in advance and more time to ask questions during the budget presentation and deliberation sessions. Mr. Higson noted that the key changes to the 2016 budget process are that staff will be seeking specific direction from Council prior to formulating their respective budgets and that Council will have to determine the length and number of budget deliberations sessions. He also encouraged Council to compile a list of questions which could be submitted to the staff such as the request for each department to list on a separate page any new items being introduced.

Mr. Smith reiterated that the critical aspect of the process is for Council to provide staff with specific direction for budget parameters in order to kick start the budget process prior to staff preparing the proposed budget for Council's consideration.

**C) Engineering & Public Works – Michel Ouellet, Director**

**1) Report for the Month of June 2015**

Mr. Ouellet noted that during the summer months asphalt is salvaged and recycled during the winter months enabling the Town to complete small patching jobs such as water main breaks and utility cuts. The use of the asphalt recycler machine results in a cost saving to the Town.

Mr. Ouellet confirmed that the Traffic Committee continues to receive suggestions and/or complaints which are reviewed by the Committee. He noted that the Committee had reviewed the issue regarding the four driveways located at the end of Hillsborough Road just prior to Town limits. He indicated that responses were being formulated to the residents as is the case with all inquiries which the Committee addresses. Mr. Ouellet noted that it may take up to six weeks for residents to receive a response depending on staff workload and other matters that take priority.

Mr. Ouellet pointed out that often times the issues that are being brought forward to the Traffic Committee are not an engineering matter but an enforcement issue which should be addressed through the Codiac RCMP. Mr.

Ouellet remarked that at one time the RCMP was represented on the Traffic Committee but there has been no RCMP representation for some time.

Mayor Seamans indicated that the lack of RCMP representation needs to be addressed with Superintendent Beauchesne.

Mr. Ouellet remarked that issue of truck traffic in developing residential subdivisions could be addressed with the contractors at site meetings wherein a recommended route could be made known to the contractors.

Report was presented and accepted.

**D) Fire Department – Chief Denis Pleau**

**1) Report for the Month of May 2015**

Report was presented and accepted.

**2) Proposed Sale of Engine 11**

**Moved by:** Councillor Cassista

**Seconded by:** Councillor Bennett

*That the Committee of the Whole recommend to Council that the Town of Riverview accept the recommendation from Chief Pleau to sell Engine 11, when replaced, to the Riverside-Albert Volunteer Fire Department for a purchase price of \$1.*

Deputy Mayor Macdonald stated that he would be in favour of recouping some money on the sale of Engine 11.

**Motion Carried**

**Nay Votes: Deputy Mayor Macdonald**

**E) Parks, Recreation and Community Relations – Gerry Cole, Director**

**1) Report for the Month of June 2015**

Mr. Smith reported that staff has been working hard in relation to finalizing SunFest and Canada Day activities.

Mr. Smith confirmed that some of the park maintenance as well as the lane markings are a couple weeks behind schedule due to the poor weather conditions.

Report was presented and accepted.

**F) Business/Economic Development – Shane Thomson, Director**

**1) Report for the Month of June 2015**

Mr. Smith made reference to the “Come Over” campaign which is along the same lines as the “Shop Riverview First” campaign.

The members of Council expressed their concern over the Town Market and the direction taken by staff with respect to the press release that was issued seeking proposals from interested persons. Council was of the opinion that the press release was contrary to the direction given to staff and were also concerned over the insurance and liability issues. Mr. Smith agreed to get specifics on these issues as well as the reference to an agreement being entered into.

Mr. Smith indicated that he is of the opinion that the Town is not in the market business but rather if someone else is willing to take this initiative on and run it – much the same as is carried out in the Town of Shediac - where the Town only provides the space and garbage cans on the site.

In regards to Business Retention and Expansion, it was noted that more information on this topic should be included in the monthly Council report and also that the Strategic Plan incorporate how to grow and develop businesses. The suggestion was made to have a separate communications department; this could be looked at in future planning session.

Report was presented and accepted.

**G) Human Resources – Tina Smith, Director**

**1) Report for the Month of June 2015**

Report was presented and accepted.

**7. EXTERNAL REPORTS**

**A) Building Permit Reports for Month of May 2015**

Taken as information.

**B) Animal Control Report for Month of May 2015**

Taken as information.

**8. OTHER BUSINESS**

**A) Reappointment – Trans Aqua**

Mayor Seamans reappointed Clarence Sweetland for a two-year term to the Greater Moncton Trans Aqua Board.

**9. COUNCIL STATEMENTS/INQUIRIES**

Deputy Mayor Macdonald wanted to pass along the suggestion to erect large Christmas trees with lights for the holiday season at the causeway and the Gunningsville Bridge area.

Councillor LeBlanc noted that the bike lane on Coverdale Road in the east bound lane approaching the intersection at the Gunningsville Bridge intersection narrows considerably and turns into a share the road lane which he finds disconcerting for vehicular and pedestrian traffic.

Mr. Ouellet remarked that the Traffic Committee could review, but the Town is promoting the use of the trail at this location as it is not the ideal situation for motorists or cyclists. Mr. Ouellet noted that the Provincial regulations do not support the use of bike lanes whereas the municipality is promoting active transportation. He also noted that it will be addressed through the capital budget in two or three years' time and in the interim the public is encouraged to use the trail along Hillsborough Road.

Mayor Seamans remarked that two young men, Daniel Corso and Tanner Cookson, will be cycling across Canada to raise awareness for Lyme disease. They will be in Riverview on June 28<sup>th</sup>.

Mayor Seamans noted that the Rotary Club will be hosting the 2<sup>nd</sup> Annual Rib Fest from July 3-5<sup>th</sup> in Moncton. She encouraged everyone to get out and tempt their taste buds.

**10. ADJOURNMENT**

**Moved by:** Councillor Cassista

**Seconded by:** Deputy Mayor Macdonald

*That the meeting be adjourned at 8:17 p.m.*

**Immediately followed by  
Special Council Meeting  
Monday, June 22, 2015  
Council Chambers**

**1. CALL TO ORDER**

Mayor Seamans called the meeting to order at 8:17 p.m.

**2. ADOPTION OF THE AGENDA**

**Moved by:** Councillor Cassista

**Seconded by:** Deputy Mayor Macdonald

*That the agenda be approved as presented.*

**Motion Carried**

**3. DECLARATIONS OF CONFLICTS OF INTEREST**

NIL

**4. AWARD OF TENDER 15-49 – RIVERVIEW OPERATION CENTER**

**Moved by:** Councillor Bennett

**Seconded by:** Councillor Cassista

*That the tender for the Riverview Operations Centre, Contract No. 15-49, be awarded to Foulem Construction Ltée in the amount of 13,300,000.00 (plus HST); said award is conditional upon approval for long term borrowing by the Municipal Capital Borrowing Board and that the Mayor and Town Clerk be authorized to execute all related documentation.*

Mr. Ouellet confirmed that the head office of the successful tenderer is located in northern New Brunswick and was lower than anticipated. He also confirmed that the tender price did not include funds for furniture. Mr. Ouellet indicated that a start-up meeting would be held this week and the project is expected to be completed by September 2016 with Exp Consulting being the consultant which will oversee the project.

**Motion Carried**

**5. AWARD OF 15-22 – HAWTHORNE PARK PHASE II – PLAYGROUND DEVELOPMENT**

**Moved by:** Councillor Hansen

**Seconded by:** Councillor Cassista

*That the tender for Hawthorne Park – Phase II - 2015, Contract No. 15-22, be awarded to J.K. Fraser & Son Ltd. as per the adjusted purchase price, reducing the scope of required work and materials, not to exceed the existing budget allocation of \$155,000.00 (including HST) and that the Mayor and Town Clerk be authorized to execute all related documentation.*

Mr. Smith remarked that both tender submissions had come in over the budgeted amount. He indicated that the tender was being awarded to the lowest bidder as per an adjusted purchase price which would take out elements of the playground development in order to stay within the budget.

It was noted that Council would like to be apprised of the elements that are being removed.

Mr. Smith pointed out that Mr. Cole will be meeting with the successful contractor to determine the best course of action. He also noted that it is Mr. Cole's intention to proceed and may be able to secure funds in his operating budget.

Councillor Hansen supports moving ahead with the project with the reduction in the scope of the work rather than delay the project.

**Motion Carried**

**6. ADJOURNMENT**

**Moved by:** Deputy Mayor Macdonald

**Seconded by:** Councillor Cassista

*That the meeting be adjourned at 8:27 p.m.*

**Motion Carried**