



COMMITTEE OF THE WHOLE MEETING OF COUNCIL
Monday, April 27, 2015
Council Chambers
30 Honour House Court, Riverview, NB
7:00 p.m.

Members Present:

Ann Seamans	Mayor
Russell Hayward	Deputy Mayor
Wayne Bennett	Councillor
Cecile Cassista	Councillor
Lana Hansen	Councillor
Andrew LeBlanc	Councillor
Ian Macdonald	Councillor
Tom Toner	Councillor

Staff Present:

Colin Smith	CAO
Gerry Cole	Director of Parks, Recreation & Community Services
Annette Crummey	Town Clerk
Robert Higson	Director of Finance
Michel Ouellet	Director of Engineering & Public Works
Chief Denis Pleau	Riverview Fire & Rescue
Tina Smith	Director of Human Resources
Shane Thomson	Director of Economic Development

Others:

Codiac RCMP

1. CALL TO ORDER

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

2. ADOPTION OF THE AGENDA

Moved by Councillor Toner

Seconded by Councillor Cassista

That the agenda be approved as prepared.

Motion Carried

3. DECLARATIONS OF CONFLICTS OF INTEREST

Councillor LeBlanc declared a disclosure on item 8a) Grant Request from New Brunswick Senior Baseball League, The Moncton Fisher Cats.

Councillor Hansen declared a disclosure on item 8a) Grant Request from Riverview U13 Basketball Team.

4. CORRESPONDENCE

- A) Council reviewed a request from the Moncton Motor Maids to hold a controlled ride in the Town of Riverview as part of their annual convention being held in Moncton.

Moved by Councillor Hansen

Seconded by Councillor LeBlanc

That the Committee of the Whole recommend to Council that the Town of Riverview authorize a "controlled ride" by the Motor Maids along Coverdale Road and across the causeway on July 7th; said approval is pending notification of all emergency and protective services (including Ambulance NB, Codiac RCMP, Codiac Transpo, the Riverview Fire Department and the Public Works Department).

Staff confirmed that they will ensure that all emergency and protective services have been notified and will advise Council of same.

Motion Carried

- B) Council received a request from the 3 on 3 Basketball Tournament Organizing Committee for a partial road closure to accommodate this annual event.

Moved by Councillor Cassista

Seconded by Deputy Mayor Hayward

That the Committee of the Whole recommend to Council that the Town of Riverview authorize a partial street closure on Saturday, June 27th between the hours of 8:30 a.m. and 5 p.m. on Cleveland Avenue between Devere Road and Bradford Road in order to accommodate the RHS Basketball Booster Club for a 3 on 3 Basketball Tournament; said approval is pending notification of all emergency and protective services (including Ambulance NB, Codiac RCMP, Codiac Transpo, the Riverview Fire Department and the Public Works Department).

Motion Carried

5. PETITIONS, PRESENTATIONS & DELEGATIONS

- A) Jim Scott of Trace Planning & Design presented Council with a draft concept for the redesign of the Riverview Lions Community Park. The concept includes a plan to complete the redesign in five stages – swimming pool, circulation, play spaces, water play and landscaping. An open house is planned for May to present the concept to the public and obtain their feedback.

Councillor Cassista questioned whether the Riverview Lions Club have indicated their interest in partnering with the town on the project and Mr. Scott advised it was too early to say. Mr. Cole commented that the Lions Club have not seen the full draft concept to date but they have expressed an interest in talking further about a partnership.

- B) Lynda Carey, Executive Director and Matt McKeignan, Executive Co-Ordinator of the Riverview Boys & Girls Club presented Council with an update on the success of their new “Rogers Raising the Grade” program. The academic enrichment program for high school students runs five days a week and currently has 15 members. The program consists of homework and studying support, tutoring services, and career mentoring. The tech room is also being used for other community programs and plans for the future involve a community resource centre and activities for seniors.

In reply to questions from Councillors Toner, Cassista and Hansen, Mr. McKeignan advised that the program was being promoted through teachers and guidance counsellors at the school and was currently mostly male dominated, although they are working on ideas to increase female attendance. Mr. McKeignan also confirmed that their goal was to have the community resource centre and senior’s programming operational by this fall, but couldn’t commit to that timeline.

- C) Marie-Claire Pierce, Senior Transit Planner with Codiac Transpo presented Council with the details of Codiac’s current marketing plan to increase their ridership. Although they will be targeting the entire population, their main focus will on youth riders and in particular high school students, as these will be the riders of the future. The campaign will consist of radio ads, billboards, bus boards and posters and an increased presence on social media. Promotional tactics such as students ride free, half price passes and food drives will also be used.

In answer to Councillor Cassista’s questions, Ms. Pierce advised that it was too early yet to know if the campaign was working. She also said that counters were still being used on the buses in each community but that they have been having some problems with the Riverview counter. Mr. Smith advised that he has been working with Codiac on gathering statistical information on ridership and routes and will be bringing a full report to Council in the future.

6. DEPARTMENTAL REPORTS

A) Administration Department – Colin Smith, CAO

Report for the Month of April 2015

Mr. Smith presented his report for Council's review and brought attention to the Destination 2040 Transportation Master Plan for the Greater Moncton Region. This report will be an agenda item at the upcoming tri-community council meeting in May. Council will receive a brief on the Master Plan in preparation for this meeting.

B) Finance Department – Robert Higson, Director

Report for the Month of April 2015

Report was presented and accepted.

Update on Outstanding Water & Sewer Accounts

Mr. Higson provided Council with an update on the outstanding water and sewer accounts. There are a significant number of past due accounts totalling approximately \$575,000 and while increased efforts over the past year in attempting to collect appeared to be having some effect, the trend is now reversing and many agreements for payment have been reneged on. Council's policy on collecting overdue accounts has been followed and the Finance Department is seeking Council's direction on whether staff should take collection efforts to the next level by proceeding with water cut off to the affected residences.

In response to questions from Councillors Cassista, Bennett, and Toner, the Director confirmed that less than 8% of the overdue accounts were commercial and that disconnection notices have been sent to the properties. He also advised that there are liens on all of these properties and eventually Council will receive payment when, and if, any of these properties are sold. When questioned whether we had considered using a collection agency, Mr. Higson replied that it is an option, but it would be costly and we would likely end up in the same position we are in now. Other communities have hired full time collection personnel but the Director is not advocating that route either at this time.

Moved by: Councillor Cassista

Seconded by: Councillor Toner

That the Committee of the Whole recommend to Council that Town of Riverview staff take immediate action to enforce the guidelines for water and sewer account collection.

On the question Councillor Hansen inquired whether we would put a communication plan in place to advise residents that cut off notices will be enforced. Mr. Smith advised staff would work with our Communications Coordinator to prepare an appropriate release.

Deputy Mayor Hayward also questioned whether the disconnection of service would be based on a time frame or payment in full of the invoice. Mr. Higson replied that it would

be a combination of the two based on judgement as it would be difficult to turn down an offer to pay a substantial percentage of the invoice.

Motion Carried

C) Engineering & Public Works – Michel Ouellet, Director

Report for the Month of April 2015

Mr. Ouellet presented his report to Council and highlighted the Water Main Flushing Program which is tentatively scheduled to begin on May 4th and continue for 4 weeks. Flushing will be carried out Monday to Friday from 8 a.m. to 8 p.m. and will begin in west Riverview. In response to Deputy Mayor Hayward's question, Mr. Ouellet advised that he will work with the Communications Coordinator to ensure residents know when the flushing occurs in their area.

Councillor Cassista questioned how the number of water main breaks so far this year compares with last year and what the cost of the breaks were. Mr. Ouellet responded that we are slightly above last year's figures and the cost can vary between \$5000 and \$100,000 for each break.

D) Fire Department – Chief Denis Pleau

Report for the Month of March 2015

Chief Pleau presented his report to Council and noted that the Fire Safety Books that Council had received were a new initiative to promote fire safety to school age children. The books were produced by Community Safety Net and paid for by local community sponsors. They will be distributed to the schools this fall.

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

Report for the Month of April 2015

Report was presented and accepted.

F) Business/Economic Development – Shane Thomson, Director

Report for the Month of April 2015

Mr. Thomson presented his report to Council. Councillor Cassista requested that Council be given the opportunity to review the draft "Responsible Pet Ownership" brochure before it went to print.

Report on Town Market

Mr. Thomson presented Council with a report on the Riverview Town Market and is seeking Council's acceptance of the recommendation from the Fundy Chocolate River Station Committee to remove the Town's involvement from the operation of the market.

Moved by: Councillor Cassista
Seconded by: Deputy Mayor Hayward

That the Committee of the Whole recommend to Town Council that the Town of Riverview remove itself from involvement in the market moving forward, while allowing vendors to operate a market in the available space.

Councillor Cassista inquired about clean-up of the site following a market and Mr. Thomson advised that whoever took over the operation of the market would be responsible for keeping the site clean.

Councillor Bennett voiced his concern over the town's liability for any damage or incident occurring in the market and if our insurance would cover it. Mr. Smith advised that it would be a similar situation as the vendor food trucks in that we would require them to have insurance if they were to use our space. However, Mr. Thomson stated that we have never required that and that our insurance has always covered any damage.

Council also questioned whether we had an exit strategy and whether we were seeking a third party to operate the market and not just letting anyone use the space for selling merchandise. Mr. Thomson replied that once he received direction from Council that we were no longer operating the market, he would begin the process of finding someone else who would be interested.

Motion Carried

G) Human Resources – Tina Smith, Director

Report for the Month of April 2015

Ms. Smith presented her report to Council. Councillor Cassista questioned how many of the students hired for the summer were from Riverview and Ms. Smith replied that although the interview process was complete the hiring was not yet complete. Once the hiring process is complete, demographics will be gathered and a report will be provided to Council in the May Human Resources report.

7. EXTERNAL REPORTS

A) Building Permit Reports for Month of March 2015

Taken as information.

B) Animal Control Report for Month of March 2015

Taken as information. Councillor Cassista remarked that she was pleased to see the new format for the Animal Control Report.

8. OTHER BUSINESS

A) Grant Report – April 2015

The following grants were approved following the guidelines in Council's Grant Policy:

Organization	Request	Awarded
Riverview Tennis Club	Sponsorship of 2015 Season	\$120
Friends of the Moncton Hospital	Two Tickets to Swing into Spring Gala	\$300
RHS Basketball Booster Club	Insurance coverage for 3 on 3 tournament (estimate as quote is being prepared)	\$150
Greater Moncton Women's Progress Club	Purchase of tickets for 2015 Girls' Night Out event at \$25 each	Nil
TOTAL AWARDED		\$570

The following requests fall outside staff approval level and are presented to Council for their consideration:

Riverview U13 Basketball Team

Councillor Hansen declared a conflict and left Council Chambers.

Moved by: Councillor Cassista

Seconded by: Councillor Toner

That the Committee of the Whole recommend to Council that the Town of Riverview approve a donation to the Riverview U13 Basketball team for their participation at the Atlantic Club Basketball Championships being held in Charlottetown, PEI on May 15-17, 2015 in the amount of \$100 per each of the 11 players for a total of \$1,100.

Councillor MacDonald questioned what the balance of the Grants Budget was and Mr. Higson advised there was \$15,286 remaining.

Deputy Mayor Hayward suggested there should be a cap put on donations to sports teams instead of \$100 per player and it was confirmed that staff are looking at including a cap when the new Grants policy is drafted.

Nay Vote: Deputy Mayor Hayward
Motion Carried

Councillor Hansen returned to the meeting.

Atlantic Nationals

Moved by: Councillor Macdonald

Seconded by: Councillor Toner

That the Committee of the Whole recommend to Council that the Town of Riverview approve sponsorship of the Atlantic Nationals Kick-Off Breakfast on July 9th at the Riverview Lions Club. Cost is \$5 per plate and the anticipated number of participants is 400-500.

Motion Carried

Moncton Wildcats Celebrity Sports Banquet

Moved by: Councillor Cassista

Seconded by: Councillor Toner

That the Committee of the Whole recommend to Council that the Town of Riverview purchase a table of 10 at the Moncton Wildcats Celebrity Sport Banquet at a cost of \$1,500 plus HST.

Councillor Cassista questioned what percentage of the proceeds benefitted Riverview ProKids? Mr. Smith confirmed that Riverview's share last year was in the vicinity of \$16,000.

Motion Carried

Councillor LeBlanc declared a conflict with the next item and left Council Chambers.

The Moncton Fisher Cats

Council reviewed a letter from the Moncton Fisher Cats of the New Brunswick Senior Baseball League, requesting Council's support in the form of a sponsorship of \$1350 and the use of Page Field for three of their games. The Moncton Fisher Cats are a new team which resulted in the merger of the Moncton Mets and the Hub City Brewers.

Mr. Cole advised Council that the town is not in the position to grant approval of the use of Page Field as minor baseball utilizes that field in the evenings for their programs. Mr. Cole has spoken to minor baseball about this request and they indicated they would be willing to work with the Fisher Cats to accommodate them.

Councillor Macdonald gave his support to the team as previous versions of the team have played in Riverview before and they are a higher level of baseball that our minor teams can look up to.

Moved by: Councillor Toner

Seconded by: Councillor Macdonald

That the town council sponsor the Moncton Fisher Cats with a cash sponsorship of \$1350 and work with Riverview Minor Baseball in accommodating their request for field time.

Councillor Hansen questioned if Council had ever sponsored Moncton baseball teams in the past and she pointed out that the letter also offered other lower priced options of sponsorship as well.

Councillor Macdonald advised that Riverview has hosted this team in the past and Council supported them.

Councillor Bennett requested confirmation that this team was two Moncton teams that had combined into a new team.

Mr. Smith advised that while one of the teams was from Moncton, the Hub City Brewers actually represented the hub city and played their games in all three communities.

Nay Votes: Deputy Mayor Hayward
Councillor Bennett
Councillor Hansen
Councillor Cassista

Motion Defeated

Councillor LeBlanc returned to the meeting.

B) Appointment of Building Inspectors

Moved by: Councillor Cassista

Seconded by: Deputy Mayor Hayward

That the Committee of the Whole recommend to Council that the Town of Riverview adopt a resolution appointing Building Inspectors authorized to carry out their duties in the Town of Riverview.

On the question Councillor Cassista asked for clarification on the resolution and inquired how many years were left in the contract with the City of Moncton to provide this service. Mr. Smith confirmed that the resolution was appointing two of the existing building inspectors in the Building Inspection Department to work on inspections in the Town of Riverview. They are replacing two inspectors that have recently retired. In addition, Mr. Smith advised that the town would have to provide the City of Moncton with two years notice if we wanted to discontinue the service. Councillor Cassista suggested council consider the option of providing our own building inspections and requested that more information be brought back to Council regarding this.

Motion Carried

9. COUNCIL STATEMENTS/INQUIRIES

Councillor Hansen questioned whether there was a plan being put into place to address the lack of media coverage at Council meetings. Mr. Thompson advised that currently meets with the Communications Coordinator on the day of Council meetings to identify what topics being discussed are likely to be newsworthy. Preliminary work will be completed on these stories and details provided following the actual meeting. These news releases will then be forwarded to the Times & Transcript for their review and hopefully included in the paper.

Council felt that the personal quotes would still be missing and suggested that the Communications Coordinator attend the Council meetings to get quotes first hand. Mr. Smith indicated staff would review the Town's current approach with media relations and coverage of meetings and possible changes could be made, however having the communication coordinator attend meetings to play that role was not viewed as an ideal solution.

10. ADJOURNMENT

Moved by: Deputy Mayor Hayward

Seconded by: Councillor Cassista

That the meeting be adjourned at 9:19 p.m.

SPECIAL MEETING OF COUNCIL

Monday, April 27, 2015

Immediately Following Committee of the Whole

1. CALL TO ORDER

Mayor Seamans called the meeting to order at 9:19 p.m.

2. ADOPTION OF THE AGENDA

Moved by: Councillor LeBlanc

Seconded by: Deputy Mayor Hayward

That the agenda be approved as prepared.

Motion Carried

3. DECLARATION OF CONFLICTS INTEREST

None declared.

4. SECOND AND THIRD READINGS OF BY-LAW 300-6-6

Moved by: Councillor LeBlanc

Seconded by: Deputy Mayor Hayward

That leave be given to introduce second reading, by section only, and third reading, by title only, to By-Law 300-6-6, A By-Law to Amend the Town of Riverview Zoning By-Law 300-6.

Motion Carried

Moved by: Councillor LeBlanc

Seconded by: Councillor Bennett

That second reading, by section only, be given to By-Law 300-6-6, A By-Law to Amend the Town of Riverview Zoning By-Law 300-6.

Section 1

Motion Carried

Moved by: Councillor LeBlanc
Seconded by: Deputy Mayor Hayward

That third reading, by title only, be given to By-Law 300-6-6, A By-Law to Amend the Town of Riverview Zoning By-Law 300-6

Motion Carried

5. SECOND AND THIRD READINGS OF BY-LAW 300-6-7

Moved by: Councillor LeBlanc
Seconded by: Councillor Toner

That leave be given to introduce second reading, by section only, and third reading, by title only, to By-Law 300-6-7, A By-Law to Amend the Town of Riverview Zoning By-Law 300-6.

Motion Carried

Moved by: Councillor LeBlanc
Seconded by: Deputy Mayor Hayward

That second reading, by section only, be given to By-Law 300-6-7, A By-Law to Amend the Town of Riverview Zoning By-Law 300-6.

Section 1 & 2.

Motion Carried

Moved by: Councillor LeBlanc
Seconded by: Deputy Mayor Hayward

That third reading, by title only, be given to By-Law 300-6-7, A By-Law to Amend the Town of Riverview Zoning By-Law 300-6.

Motion Carried

6. AWARD OF TENDER 15-40

Moved by: Councillor LeBlanc
Seconded by: Councillor Hansen

That the Town Council of the Town of Riverview award Tender 15-40, Trites Road Reconstruction – Phase 2 to MacDonald Paving & Construction Ltd. In the amount of \$622,197.00 (plus HST) and that the Mayor and Town Clerk be authorized to sign all related documentation.

Motion Carried

7. AWARD OF TENDER 15-33

Moved by: Councillor Toner
Seconded by: Deputy Mayor Hayward

That the Town Council of the Town of Riverview award Tender 15-33, for the supply, delivery – One (1) Latest Model 1-Ton Cab (Diesel) Truck & Chassis to Lounsbury Automotive Ltd. In the amount of \$41,378.35 (including HST) and that the Mayor and Town Clerk be authorized to sign all related documentation.

Motion Carried

8. AWARD OF TENDER 15-35

Moved by: Councillor Toner

Seconded by: Deputy Mayor Hayward

That the Town Council of the Town of Riverview award Tender 15-35, for the supply, delivery – One (1) 2015 4WD Tractor with Front Loader/Factory Cab with Trade-in of 2002 4600 John Deere 4WD Tractor in the amount of \$49,860.18 (including trade-in & HST) and that the Mayor and Town Clerk be authorized to sign all related documentation.

Motion Carried

9. ADJOURNMENT

Moved by: Councillor LeBlanc

Seconded by: Deputy Mayor Hayward

That the meeting be adjourned at 9:40 p.m.