



COMMITTEE OF THE WHOLE MEETING OF COUNCIL

Monday, September 28, 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
Tom Toner	Councillor

Staff Present:

Colin Smith	CAO
Robert Higson	Director of Finance
Gerry Cole	Director of Parks, Recreation & Community Services
Shane Thomson	Director of Economic Development
Tina Smith	Director of Human Resources
Annette Crummey	Town Clerk
Denyse Richard	Deputy Town Clerk

Others:

Codiac RCMP	Supt. Paul Beauchesne
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Regrets:

Russell Hayward	Councillor
Michel Ouellet	Director of Engineering & Public Works
Chief Denis Pleau	Riverview Fire & Rescue

1. CALL TO ORDER

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

2. ADOPTION OF THE AGENDA

The Town Clerk noted the addition of item 8B) Request for financial support for the Walk A Mile in Her Shoes event; and the renumbering of item 5D) to 5B) and the other presentations renumbered accordingly.

Moved by: Councillor Cassista

Seconded by: Councillor Toner

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 Kim Rayworth, Managing Director, Capitol Theatre – Season Review

Kim Rayworth provided a verbal overview of the composition of the Capital Theatre “team” who are proud to put on an average of 250 shows per year. She remarked that this season will be no exception and were happy, this past Saturday, to have presented its first act of the 2015-2016 season.

B) Presentation by Ron Davis, Chairman – Council Compensation Committee

Mr. Davis advised that the Committee was comprised of Martin Vogels, Sharon Santalucia, Annette Crummey and himself. He remarked that the Committee had consulted with other municipalities of a similar size and tax base in order to develop their recommendations.

Moved by: Councillor Toner

Seconded by: Councillor Cassista

That the Committee of the Whole recommend to Council that the recommendations contained in the August 2015 report submitted by the Council Compensation Committee be approved and further that staff will undertake the necessary by-law amendment.

The Town Clerk confirmed with Councillor Cassista that the annual CPI increase was already included in the current by-law. The only difference being is that the wording of the proposed by-law would stipulate that the annual CPI increase would be mandatory.

The Town Clerk confirmed with Councillor Bennett that remuneration for the Deputy Mayor would increase from \$1,000 to \$2,000 over the rate set councillors; and further that there would be no increase in the rate for the councillors, and that the proposed increase for the Mayor's salary would be an additional \$5,000.

Mayor Seamans confirmed with Deputy Mayor Macdonald that traditionally the existing Council would vote upon any changes to remuneration for the incoming Council rather than have the new Council vote themselves a raise.

Motion Carried

Nay Votes: Deputy Mayor Macdonald

Mayor Seamans thanked the members of the Committee for their time and effort.

**C) Presentation by representatives of the Sustainability Committee –
Adrienne O'Pray & Micha Fardy**

Adrienne O'Pray introduced the members of the Sustainability Committee who were present which included Amanda Hachey, Consultant; Pam Fowler (representing RHS); Sarah Hickey (representing RAC & youth); Peter Brzezicki (representing RAC); and Dan Stote (representing seniors).

Adrienne O'Pray remarked that the Sustainability Committee had been tasked with developing a community plan for a sustainable future. She remarked that the Committee had journeyed through a process which involved considerable public engagement in order to capture the community vision and identify and bridge any gaps. She remarked that the next step in the process would be to seek Council's endorsement of the Integrated Community Sustainability Plan and to align town strategies.

Moved by: Councillor Hansen

Seconded by: Councillor Bennett

That the Committee of the Whole recommend to Council that the Riverview Town Council accept the report of the Riverview Sustainability Committee as presented entitled the Integrated Community Sustainability Plan dated September 2015.

The members of Council expressed their appreciation to the Committee. It was noted that Council and staff would now be making a conscious effort to look through the sustainability lens when making decisions about the Town. The members of Council were pleased with the level of community engagement that took place in order to achieve the plan which they view as not just a Town plan but a community plan. Short, medium and long term goals will be developed which may have a dollar figure attached, but ultimately Council will have the final authority as these items can be introduced during budget proposals and deliberations.

Motion Carried

D) Presentation by Jean-Pierre Charron, Urban Planner & Bill Budd, Director Urban Planning, City of Moncton – Canadian Radiocommunication Information and Notification Service (CRINS)

Bill Budd remarked that wireless communications and broadcast operators in Canada are licensed by the Department of Industry (Industry Canada) in accordance with the exclusively federal authority. As a federal undertaking, radiocommunications sites must adhere to all applicable federal regulations and guidelines. Mr. Budd indicated that when considering an application the role of the municipality is to provide input.

Mr. Budd stated that the current Municipal Plan has limited direction, and the Urban Planning staff are recommending a text amendment to the Town's Municipal Plan which will provide some guidance and protection. Mr. Budd further recommended that the Town of Riverview join the Canadian Radiocommunication Information and Notification Service (CRINS). They are a not-for-profit organization that offers its professional services to a growing number of Canadian municipalities in the review of radiocommunication infrastructure development. Basically, CRINS's role is to facilitate better communication between the municipality, the public, the carrier and Industry Canada when new radiocommunication installations are proposed. CRINS has a communication tool designed to facilitate discussion with all parties involved in the installation of radiocommunication facilities.

Moved by: Councillor Cassista

Seconded by: Councillor Bennett

That the Committee of the Whole recommend to Council that the Riverview Town Council direct the Planning Advisory Committee to prepare a written report on the proposed amendment to the Municipal Plan and the Zoning By-Law in order to provide the necessary guidelines with respect to CRINS and the installation of radio communication towers and further that the dates for a public presentation and a public hearing be set.

Mr. Budd responded to a number of questions from the members of Council regarding the application process, the application fee and how the applications will be processed through CRINS. Mr. Budd commented that a land use authority, such as Urban Planning, can only assist with providing comments on applications. He stated that the Urban Planning Department would not have the "in house" means nor expertise to take on the role played by CRINS organization. Therefore, the Urban Planning Department is strongly recommending that the Town utilize their expertise. It was noted that the cities of Fredericton, Miramichi, and Moncton are all members of the CRINS organization.

Colin Smith remarked that there are two distinct benefits from membership in the CRINS organization; namely, access to expertise (at no cost to the Town); serves to drive the consultation process which will ensure that the necessary public consultation takes place as per Industry standards.

Mr. Budd commented that the proposed text amendment to the Municipal Plan will strengthen the Town's position and when Industry Canada seeks input on such applications the Urban Planning Department will be able to make reference to the Municipal Plan to support the Town's position.

Motion Carried

Moved by: Councillor LeBlanc

Seconded by: Deputy Mayor Macdonald

WHEREAS Riverview Town Council intends to become a member of the Canadian Radiocommunications Information and Notification Service CRINS-SINRC at no cost that will help facilitate and enhance communication between the proponent of a radiocommunication facility, the municipality, the public and Industry Canada.

BE IT RESOLVED THAT:

- 1) That the Town accept becoming member of the *Canadian Radiocommunications Information and Notification Service* CRINS-SINRC for processing radiocommunication facilities applications within the Town of Riverview and forward a letter to CRINS advising of the decision;
- 2) That the Town of Riverview authorize CRINS-SINRC and its staff to act as the authorized representative of the Town for the purpose of receiving and acting upon all radiocommunications applications, reporting to and working with the Director of Urban Planning and designated Urban Planning staff;
- 3) That the Town adopt the CRINS-SINRC Antenna System Siting Review and Consultation Protocol (latest edition); and
- 4) That the Town set a combined application fee of
 - a. \$2,500 for each application requiring public consultation, where a \$1,000 is remitted to the Town and \$1,500 is remitted to CRINS; and
 - b. \$500 for each application not requiring public consultation, where a \$250 is remitted to the Town and \$250 is remitted to CRINS.

Motion Carried

Mayor Seamans provided Supt. Beuchesne with an opportunity to provide input on RCMP activities. He remarked that he had just attended a ceremony commending the Red Cross for their role played in the regimental funeral. He also noted that he would be scheduling a meeting in the future with respect to a review of the Annual Performance Plan.

6. DEPARTMENTAL REPORTS

A) Administration Department – Colin Smith, CAO

1) Report for the Months of July, August & September 2015

Mr. Smith highlighted that Council will receive information on Codiac Transpo re-routing options at the Committee of the Whole meeting scheduled for October 26th. The report touched on a facilities management review as well as a customer experience review.

Report was presented and accepted.

2) Status Update on 2015 Strategic Plan Initiatives

Report was presented and accepted.

B) Finance Department – Robert Higson, Director

1) Report for the Months of August & September 2015

Mr. Higson commented that Council had given direction to staff regarding the collection of outstanding water and sewer accounts. He reported that initially these accounts amounted to \$580,000 and had been reduced over the past few months to \$229,000.

Mr. Higson confirmed that disconnection has taken place at ten residences; however, three have made financial arrangements and have been turned back on.

Report was presented and accepted.

C) Engineering & Public Works – Michel Ouellet, Director

1) Report for the Months of July, August & September 2015

Mr. Smith noted that he would express to the Director of Engineering and Works Council's desire to tour the progress being made at the new Public Works Operation Centre. Mr. Smith also agreed to follow up on the lane marking applications on Coverdale Road as well as the paving of the remaining "aprons" by the contractor.

Shane Thomson pointed out that he had retained the services of a drone video & photographer who will capture the progress being made on the Public Works Operation as well as other sites of interest to the Town. The company will be doing time lapse photography of the project which is how the image of the site was captured in his monthly report to Council.

Report was presented and accepted.

D) Fire Department – Chief Denis Pleau

1) Reports for the Month of June, July & August 2015

Reports were presented and accepted.

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

1) Report for the Months of July, August & September, 2015

Mr. Cole reported that the Town had just completed its fall registration which included on-line registration. He indicated that there are still a number of challenges which may be solved by a technical upgrade which staff is following up on. Mr. Cole indicated that re-opening of the Pat Crossman Memorial Pool has been delayed by one week as it was originally scheduled to reopen on September 27th.

Report was presented and accepted.

F) Business/Economic Development – Shane Thomson, Director

1) Report for the Months of July, August & September, 2015

Mr. Thomson commented that the Sustainability Plan will identify short, medium and long term goals. He remarked that the idea of a sustainable future is already taking shape within our community such as the partnership between the senior residents of Buckingham Place and the transformation of the vacant lot behind the Canadian Tire Gas Station and the TD Bank as well as partnerships in the schools by incorporating sustainability into their school curriculum. He remarked that these are just a few examples of the spin off benefits of Sustainability Committee and the work they have done. Mr. Thomson also highlighted the new site www.tidalbore.ca owned by the Town of Riverview which is the first of its kind to feature a countdown clock to the next bore and easy to read digital schedule.

A discussion ensued regarding the vacant lot at the corner of Trites Road and Whitepine Road. It was noted that the Town does not normally cut grass on private property. Perhaps this location might be another example whereby the owner could be contacted to determine whether a neighbourhood project such as behind the TD Bank could be facilitated. It was agreed the staff would determine the property owner and also determine whether there is a right-of-way in that site.

Mr. Smith remarked that with respect to the Business Expansion and Retention initiative the Department had achieved its annual goal of 40 corporate site visits during the month of June. The addition of Micha Fardy, the Community Economic Development Officer, has prompted more recent site visits in an effort to foster and build business relationships, and that two business forums had also recently been held.

Report was presented and accepted.

G) Human Resources – Tina Smith, Director

1) Report for the Months of July, August & September 2015

Report was presented and accepted.

7. EXTERNAL REPORTS

A) Building Permit Reports for Month of June, July & August 2015

Taken as information.

B) Animal Control Report for Month of June 2015

Taken as information.

8. OTHER BUSINESS

A) Review of Proposed Community Investment Policy

Moved by: Councillor Cassista

Seconded by: Councillor Toner

That the Committee of the Whole recommend to Council that the proposed Community Investment Policy be approved.

Deputy Mayor Macdonald expressed his opinion that while he appreciates the work being carried out by the various groups and organizations, the Town could put these funds to better use such as in the form of a returned tax by abolishing the grant fund. He commented that it should be up to the individual tax payer to decide whether they want to support a group and/or organization not the Town using tax payers money.

Mr. Smith confirmed that the Community Investment Policy pertains to requests up to \$1500 and that, if approved, staff would develop another policy to deal separately with the groups such as the Capitol Theatre, Riverview Arts Centre, etc.

The Town Clerk confirmed with Councillor LeBlanc that in the previous policy there was a minimum requirement of 100 kilometers travel distance in order for provincial teams to qualify for funding.

It was noted that for the past two years the unforeseen grant budget was \$67,823. Under the new policy applicants will have to align their application with one of the pillars in order to be considered for a grant.

Moved by: Councillor LeBlanc

Seconded by: Councillor Toner

That a motion to amend to include the stipulation for teams to qualify for financial support for provincial tournaments shall be a distance of 100 kilometers.

Nay Votes: Councillor Cassista
Councillor Hansen

Councillor Cassista called for a point of order. She indicated that Deputy Mayor Macdonald had abstained from voting on the motion which is not permitted. She requested that staff confirm that a vote must be cast.

Mayor Seamans remarked that staff would seek clarification on the requirement to vote, but suggested that it is only a motion to recommend and would be brought forward at the Regular Meeting of Council to be held on October 13, 2015 for ratification.

Abstained: Deputy Mayor Macdonald

Motion Carried

A vote was called upon the original motion as amended.

Nay Votes: Councillor Cassista
Councillor Hansen
Abstained: Deputy Mayor Macdonald

Motion Carried

B) Request for Financial Support – Walk a Mile in Her Shoes

Moved by: Councillor LeBlanc

Seconded by: Councillor Hansen

That the Committee of the Whole recommend to Council that the Town of Riverview support the YWCA Walk a Mile in Her Shoes campaign being held Friday, October 16th through a grant in the amount of \$250.

Motion Carried

9. COUNCIL STATEMENTS/INQUIRIES

NIL

10. ADJOURNMENT

Moved by: Deputy Mayor Macdonald

Seconded by: Councillor Toner

That the meeting be adjourned at 9:30 p.m.