



**COMMITTEE OF THE WHOLE MEETING OF COUNCIL  
TUESDAY, MARCH 29, 2016  
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
Russell Hayward	Councillor
Andrew LeBlanc	Councillor
Tom Toner	Councillor

**Staff Present:**

Colin Smith	CAO
Annette Crummey	Town Clerk
Robert Higson	Director of Finance
Tina Smith	Director of Human Resources
Shane Thomson	Director of Economic Development
Denyse Richard	Deputy Town Clerk
Supt. Paul Beuchesne	Codiac RCMP (departed 7:30 p.m.)

**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 for the Committee of the Whole meeting of March 29, 2016 be approved.*

**Motion Carried**

**3. DECLARATIONS OF CONFLICTS OF INTEREST**

NIL

**4. CORRESPONDENCE**

NIL

**5. PETITIONS, PRESENTATIONS & DELEGATIONS**

**A) Presentation by Andrew Boudreau, CPA, CA of AC Stevenson & Partners – Review of 2015 Audited Financial Statements**

Mr. Boudreau confirmed that his firm had completed the audit of the consolidated financial statements which was carried out in accordance with the assurance recommendations set forth by the Chartered Professional Accountants of Canada. The independent report revealed no significant material issues and the testing of internal controls also revealed no issues. In completing their audit, they confirmed compliance with guidelines and ratios as outlined in the *Municipalities Act*.

Mr. Boudreau reported that the net debt in 2015 was \$17,801,216 versus \$18,084,116 in 2014. He pointed out that there is a large capital project ongoing which will likely cause the net debt to increase over time. He also indicated that the Town recorded an accumulated surplus at year end of \$107,416,827.

**6. EXTERNAL REPORTS**

**A) Building Development/Permit**

**1) Building Permit Report for month of February, 2016**

Taken as information.

**2) Development Activity Report for the month of February, 2016**

Taken as information.

**B) Animal Control Report for month of February, 2016**

Taken as information.

**C) Codiac RCMP**

Superintendent Beauchesne confirmed that the number of reported incidents may be rising but that is typical for the season. He remarked that there does not appear to be a trend and that the residents should not be alarmed. Superintendent Beauchesne indicated that the RCMP have been implementing a crime reduction strategy which is evidence based. He stressed the importance of residents reporting incidents because all this information is used to form part of the bigger picture and leads to making connections and reducing crime. The issue of presence versus visibility is a big factor in public perception. He noted that the RCMP are endeavouring to raise the public's awareness to the different approach in policing. Superintendent Beauchesne indicated that they are currently developing its Annual Performance Plan which outlines the Crime Prevention Strategy and would like to present it to Council in the future.

Taken as information.

**7. DEPARTMENTAL REPORTS**

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

**1) Report for the month of March, 2016**

Report accepted as presented.

**2) Update Five and Ten Year Capital Plans**

Mr. Smith reported that the members of Council in 2015 had approved a five and ten year capital plan which included as its priorities roads/streets, street pavement program (ie Buckingham Avenue), Pine Glen – Final Phase, Bridgedale Boulevard, West Riverview Boulevard, Mill Creek (\$45 million in total), Winter Wonderland, Lions Pool, Wellness Centre and Operation Equipment Replacement. He remarked that these plans were built on certain assumptions a key one being a 3.75% growth rate in tax base, that the tax rate would remain relatively stable in the first five years, debt ratio to remain between 16% - 17% over the first five years of the plan, and that the Community Equalization Grant was to remain stable in the future. Mr. Smith pointed out that with the slowdown in the Town's assessment growth, which came in at 0.7%, it would be necessary to revisit the five and ten year capital plans. He noted that the current inventory of projects in the ten year plan are not affordable and it is not realistic for the Town to fund all of them given the reduced level.

Mr. Smith remarked that Council will need to revisit these plans with the idea of scaling back, delaying or eliminating projects as there needs to be an adjustment of between \$30 - \$50 million dollars in order to prevent the property tax rates from

rising. He pointed out that if the current inventory of proposed capital projects was to remain in place, the anticipated property tax rate would be 1.7735 (per \$100 of assessment) in 2021 and would further increase to 1.92668 in 2024 which is not a sustainable tax rate increase plan for the Town.

Mr. Smith proposes that the next steps would include an update of the Strategic Plan, establish capital budget priorities, update the ten year plan, adjust the plan and revisit every year. He remarked that the purpose of this report, at this point, was for information purposes only.

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

**1) Report for the months of February & March, 2016**

Mr. Higson indicated that Mr. Boudreau had provided Council with a high level overview of the audited financial statements. He would be happy to answer any questions from Council now and/or in the future on the audited financial statements and further that there was a surplus in general operating of \$39,000 and a surplus in the utility operating fund of \$96,000. On a separate note, Mr. Higson remarked that the number of outstanding receivable is getting much better.

An inquiry was made regarding the Town's purchasing policy (wherein the guidelines are met to obtain a minimum of three quotes) whether there is consideration given to shop locally first.

Mr. Higson commented that generally the local aspect would be factored in but the biggest component is generally the price. He pointed out that any significant items go out to tender (or a Request for Proposal) and it is incumbent on any business to be competitive in its submissions.

Mr. Thomson and Mr. Smith concurred that it is an interesting discussion but cautioned that Moncton and Dieppe could also implement the same practice. Staff agreed that it sounds good in theory but it is slippery slope and where does one draw the line. For example a Riverview resident owning a business in Moncton.

Councillor Hayward remarked that as a business owner in Riverview the onus is on the business owner to be competitive. He noted that the method in place now works and affords everyone an equal opportunity.

Report was accepted as presented.

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

**1) Report for the month of March, 2016**

Report accepted.

**2) Removal of Crosswalk – Whitepine Road @ Buckingham Avenue**

**Moved by:** Councillor Hayward

**Seconded by:** Councillor Cassista

*That the Committee of the Whole recommend to Town Council to remove the existing crosswalk on Whitepine Road at Buckingham Avenue.*

Mr. Smith responded to questions regarding the removal of the crosswalk which will be carried out in conjunction with road work being completed in the area. He remarked that the recommendation came as a result of the review carried out by the Engineering Department of the crosswalks in the area. Mr. Smith remarked that he was not certain that the RA5 style of crosswalk was equipped with sound for the visually impaired.

**Motion Carried**

**3) Review of Crosswalk – Windsor Street**

**Moved by:** Councillor Bennett

**Seconded by:** Councillor Toner

*That the Committee of the Whole recommend to Town Council to move the existing crosswalk at Windsor Street south by approximately 100m to the south side of Fatima Drive. The new crosswalk should be signed with side mounted pedestrian crosswalk signs (RA4) according to Manual of Uniform Traffic Control Devices for Canada (Transportation Association of Canada (TAC), 2014).*

Mr. Smith remarked that the proposed changes would take place once the proposed road work for Buckingham is complete. While the residents of Buckingham Place were not necessarily consulted, traffic counts were conducted as to the number of people using the crosswalk at its current location which proved to be relatively low in numbers. Mr. Smith pointed out that the old standard is not supported by TAC and the recommendation is to move the crosswalk from the peak of the hill to the flat surface between the hills. He commented that an RA5 standard is not proposed for this crosswalk as it does not meet the recognized standards. This type of unit would cost between \$35,000 - \$40,000 per unit.

It was noted that the residents of Buckingham Place would not be satisfied with the proposed location as it would mean a further walk to the crosswalk. However, the remark was made that some of the residents do not cross at the crosswalk and

prefer the most direct route whereby walking directly across the street from the exit/entrance of Buckingham Place. The comment was made that the residents were not engaged.

Mr. Smith noted that the safest location is being proposed and that priority should be given to the safest location from a liability and safety perspective.

It was noted that the requirement for an RA5 unit is based on volume of traffic, three or more levels of traffic and a posted speed limited of 60 km and above.

Mr. Smith confirmed that Council can give staff direction to install RA5s but staff does not recommend it.

**Motion Carried**

**4) Coverdale Causeway – Ramp Traffic Signal**

**Moved by:** Councillor Cassista

**Seconded by:** Councillor Toner

*That the Committee of the Whole recommend to Town Council to proceed with the pilot project of de-activating the traffic signals and monitor the performance of both the Causeway ramp and Buckingham intersections and further direct staff to bring back a report of its findings to Council once the 3 month test period is complete.*

Mr. Smith confirmed that staff would be proactive in getting the message out to the public with respect to the proposed changes, if approved by Council.

Deputy Mayor Macdonald expressed concerns over the new proposals suggesting that it would result in motorists taking more risks and crossing multiple lanes of traffic.

It was noted that the proposal is for a three month trial period and would then be evaluated.

**Motion Carried**

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

**1) Report for the month of February, 2016**

Chief Pleau remarked that the MS boot drive held the past weekend was very successful raising almost twelve thousand dollars.

Report accepted as presented.

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

**1) Report for the month of March, 2016**

Report accepted as presented.

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

**1) Report for the month of March, 2015**

Mr. Thomson highlighted the urgency for “family connections volunteers” to help settle Syrian refugee families. He remarked if the members of Council were out campaigning that this information could be mentioned to residents.

Report accepted as presented.

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

**1) Report for the month of February, 2016**

Ms. Smith confirmed that Council has approved the posting of 63 student positions. She remarked that recruitment begins in December and that students who had been previously employed by the Town must reapply each year. She noted that the Town promotes youth and youth employment and takes advantage of the “Hands Up” incentive through the Youth & Employment Fund.

Report accepted as presented.

**8. OTHER BUSINESS**

**A) Community Investment Applications for the month of February, 2016**

**Moncton Riverview Dieppe Earth Day – April 24, 2016**

Accepted staff recommendation to grant \$300.

**Riverview Tennis Club**

Accepted staff recommendation of \$150 sponsorship

**Pee Wee Blues Hockey Team – Provincials April 1-3, 2016 Cocagne, NB**

Accepted staff recommendation to deny request. Applicants not meet the 100 km outside of Riverview requirements.

### **Atlantic Nationals – July 7, 2016**

**Moved by:** Councillor Cassista

**Seconded by:** Councillor Toner

*That the Committee of the Whole recommend to Town Council that community sponsorship in the amount of \$2,000 be granted to the Atlantic Nationals in support of the breakfast held at the Riverview Lions Club on July 7, 2016.*

**Motion Carried**

### **Girl Guides – Camp Fun Day for Brownies – March 19, 2016**

**Moved by:** Councillor Cassista

**Seconded by:** Councillor LeBlanc

*That the Committee of the Whole recommend to Town Council to approve the rental rate subsidy in the amount of \$120 for the Camp Fun Day for Brownies held on March 19, 2016.*

**Motion Carried**

### **B) Update - Community Wellness Centre by Councillor Toner**

Councillor Toner reported that the Community Wellness Committee is currently developing a Request for Proposal focusing on companies with an expertise in funding and fund raising for community facilities. He noted that the information obtained will assist in assessing what funds can be raised for a centre and get a sense of how much the Town could anticipate receiving from other levels of government. It is expected that the successful applicant would also help guide a separate Funding Raising Committee. However, the fund for the preparation of an RFP will need to be secured prior to proceeding further.

## **9. COUNCIL STATEMENTS/INQUIRIES**

Mr. Thomson confirmed with Councillor Hansen that in 2013 an Urban Pilot Chicken proposal was put forward by the Planning Advisory Committee. One of the conditions of the submission was that the applicant had to have the consent of his surrounding neighbours. He noted at the time only five submissions were received; however, none of the applicants proceeded. Mr. Thomson indicated that there seems to be a renewed interest and that he had been passing the inquiries onto the City of Moncton Urban Planning Department. He noted that this may be an item that will come back to Council in the future.

Councillor LeBlanc stated that the Town is accepting nominations for the Jim DeWolfe Community Spirit Award which will be presented at the Volunteer Recognition Dinner on April 28<sup>th</sup>.



**10. ADJOURNMENT**

**Moved by:** Councillor Hayward  
**Seconded by:** Councillor Cassista

*That the meeting be adjourned at 8:50 p.m.*

**Motion Carried**

**SPECIAL MEETING OF COUNCIL  
Tuesday, March 29, 2016  
Council Chambers  
30 Honour House Court, Riverview, NB  
Immediately Following Committee of  
the Whole Meeting**

**Members Present:**

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

**Staff Present:**

Colin Smith	CAO
Annette Crummey	Town Clerk
Robert Higson	Director of Finance
Tina Smith	Director of Human Resources
Shane Thomson	Director of Economic Development
Denyse Richard	Deputy Town Clerk

**1. CALL TO ORDER**

Mayor Seamans called the meeting to order at 8:50 p.m.

**2. ADOPTION OF THE AGENDA**

**Moved by:** Councillor Cassista  
**Seconded by:** Councillor Hayward

*That the agenda for the Special Council meeting of March 29, 2016 be approved.*

**Motion Carried**

**3. DECLARATIONS OF CONFLICTS OF INTEREST**

**NIL**

**4. Third Reading, by title only, of By-Law 300-25-02, A By-Law in Amendment to By-Law 300-25, A By-Law Relating to Local Improvements in the Town of Riverview (Beverly Crescent)**

**Moved by:** Councillor Cassista  
**Seconded by:** Councillor Hansen

That leave be given to introduce third reading, by title only, of By-Law 300-25-02, A By-Law In Amendment to By-Law 300-25, A By-Law Relating To Local Improvements In The Town Of Riverview (Beverly Crescent)

**Motion Carried**

**Moved by:** Councillor Cassista  
**Seconded by:** Councillor Hayward

That third reading, by title only, be given to By-Law 300-25-02, A By-Law In Amendment to By-Law 300-25, A By-Law Relating To Local Improvements In The Town Of Riverview (Beverly Crescent)

**Motion Carried**

**5. Third Reading, by title only, of By-Law 300-25-03, A By-Law in Amendment to By-Law 300-25, A By-Law Relating to Local Improvements in the Town of Riverview (Woolridge Street)**

**Moved by:** Councillor LeBlanc  
**Seconded by:** Councillor Bennett

That leave be given to introduce third reading, by title only, of By-Law 300-25-03, A By-Law In Amendment to By-Law 300-25, A By-Law Relating To Local Improvements In The Town Of Riverview (Woolridge Street)

**Motion Carried**

**Moved by:** Councillor LeBlanc  
**Seconded by:** Councillor Hayward

That third reading, by title only, be given to By-Law 300-25-03, A By-Law In Amendment to By-Law 300-25, A By-Law Relating To Local Improvements In The Town Of Riverview (Woolridge Street)

**Motion Carried**

**6. Third Reading, by title only, of By-Law 300-25-04, A By-Law in Amendment to By-Law 300-25, A By-Law Relating to Local Improvements in the Town of Riverview (Hawthorne Drive)**

**Moved by:** Councillor Hansen  
**Seconded by:** Councillor Cassista

That leave be given to introduce third reading, by title only, of By-Law By-Law 300-25-04, A By-Law In Amendment to By-Law 300-25, A By-Law Relating To Local Improvements In The Town Of Riverview (Hawthorne Drive)

**Motion Carried**

**Moved by:** Councillor Hansen  
**Seconded by:** Councillor Cassista

That third reading, by title only, be given to By-Law 300-25-04, A By-Law In Amendment to By-Law 300-25, A By-Law Relating To Local Improvements In The Town Of Riverview (Hawthorne Drive)

**Motion Carried**

**7. Award of Tender 16-42, Woolridge Street Reconstruction**

**Moved by:** Councillor Toner  
**Seconded by:** Councillor Hayward

That the Town Council of the Town of Riverview award Contract 16-42, for Woolridge Street Reconstruction to Bowers' Construction Ltd. the amount of \$305,309.25 (plus HST) and that the Mayor and Town Clerk be authorized to sign all related documentation.

**Motion Carried**

**8. Approve Audited Financial Statements**

**Moved by:** Deputy Mayor Macdonald

**Seconded by:** Councillor Hayward

That the Town of Riverview accept the audited financial statements for the year ending December 31, 2015 prepared by AC Stevenson & Partners, Chartered Professional Accountants.

**Motion Carried**

**9. ADJOURNMENT**

**Moved by:** Councillor Toner

**Seconded by:** Councillor Hayward

*That the meeting be adjourned at 8:55 p.m.*

**Motion Carried**

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**MAYOR SEAMANS**

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**TOWN CLERK**