



**COMMITTEE OF THE WHOLE MEETING  
MINUTES**

**Monday, April 24, 2017**

**30 Honour House Court - Council Chambers  
7:00 p.m.**

**Members Present:**

- Mayor Ann Seamans**
- Deputy Mayor Cecile Cassista**
- Councillor Lana Hansen**
- Councillor John Coughlan**
- Councillor Jeremy Thorne**
- Councillor Wayne Bennett**
- Councillor Andrew LeBlanc**
- Councillor Tammy Rampersaud**

**Staff Present:**

- C. Smith, CAO**
- A. Crummey, Town Clerk**
- D. Richard, Deputy Town Clerk**
- R. Higson, Director of Finance**
- M. Ouellet, Director of Engineering & Works**
- S. Thomson, Director of Economic Development**
- T. Finlay, Director of Human Resources**
- G. Cole, Director of Parks & Rec**
- D. Pleau, Fire Chief**
- Supt. P. Beauchesne, Codiak RCMP**

**1. CALL TO ORDER**

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

**2. ADOPTION OF THE AGENDA**

**Moved by:** Deputy Mayor C. Cassista

**Seconded by:** Councillor J. Thorne

*That the agenda for the Committee of the Whole meeting held on April 24, 2017 be adopted.*

**Motion Carried**

**3. DECLARATION OF CONFLICTS OF INTEREST**

Councillor LeBlanc advised that he would be declaring a conflict of interest when Council dealt with one of the Community Investment applications.

**4. CORRESPONDENCE**

**a. National Day of Mourning - April 28th**

Taken as information.

The Town Clerk confirmed with Deputy Mayor Cassista that the information contained in the letter regarding the National Day of Mourning could be shared among all Town staff.

**5. PETITIONS, PRESENTATIONS & DELEGATIONS**

**a. Presentation of Certificates of Recognition - Youth Appreciation Week**

Mayor Seamans advised that May 1<sup>st</sup> through 7<sup>th</sup> is National Youth Week and this year the Town of Riverview will be celebrating in a variety of ways; one of which includes the Canada 150 banner project and partnership with Riverview Middle School.

She remarked that this came about, in part, when Riverview Middle School's acting principal, John Tingley, approached the Town last summer looking for opportunities for RMS students to volunteer, get involved and become more engaged in our community. The banner project fulfills Riverview Middle School's desire for its students to contribute to community.

Timed with the beginning of National Youth Week this project, in collaboration with the Town's Parks & Recreation department, celebrates Canada 150 while adding new colour and beauty to our downtown.

Twenty five Riverview Middle School students submitted original artwork that reflects Canada's rich cultural heritage and some of Riverview's most iconic landscapes.

The students' artwork will be displayed on the light pole banners that line our downtown between May and November in celebration of Canada 150. Mayor Seamans extended her appreciation to the Riverview Middle School students and faculty, especially art teachers Carole Bell and Robert Gaudet and to Futura Signs for their partnership on this project. We thank you for your outstanding contribution of original artwork. We are excited as I'm sure all of you are to see your magnificent work up in Riverview later this week. She was happy to present Certificates of Recognition to the following students: Sophie Agnew, Amy Andrew, Dylan Babineau (regrets), Brooke Douthwright, Amber Grass (regrets), Paige Gregoire, Chloe Hallihan, Mariah Hennessey (regrets), Courtney Jones (regrets), Morgan Lawrence, Abby LeBlanc, Elliott LeBlanc, Erin Mahoney, Pia Massaro (regrets), Olivia Mazerolle, Natasha McCarthy (regrets), Jaden Millar (regrets), Adrienne Nicholson, Nadia Perks, Chelsea Pitchford, Maddy Roper, Maya Ruheza, Mackenzie Walsh, Paige Wilson and Alexandria Wortman.

**b. Presentation by Cory Herc & Krysta Cowling, Executive Director of La Bikery**

Update on their activities & the ACCESS Conference

Michel Desjardins introduced himself as Chairman of La Bikery. He indicated that the company has had a long and enjoyable relationship with the Town. He was happy to report that Robert Higson was a newly appointed board member. Mr. Desjardins is very excited about the upcoming ACCESS conference which will illustrate that biking has many positive benefits - good for health, reduction in air & noise pollution and reduction to strain on the roads.

Krysta Cowling and Cory Herc announced that the ACCESS Conference is the first of its kind in Atlantic Canada and they invited the members of Council to attend on May 7th. Tickets are available on line [www.access.bike](http://www.access.bike) contact at [access@labikery.ca](mailto:access@labikery.ca)

**c. Presentation by Dr. Stephanie Ward, Public Health Researcher - Member of of Dietitians of Moncton**

To create & encourage healthy food environments through advocacy in the Greater Moncton Area

Dr. Stephanie Ward remarked that she is a member of the Dietitians of Moncton who are on a mission. Their goal is to create healthy food environments and presently their focus is on the proximity of fast food outlets to schools. Ultimately they would like to see in the future planning that fast food outlets are located at least a fifteen minute walk from schools. It has been suggested that students whose schools are within a 15 minute walking distance of fast food outlets are more likely to be overweight and have poor and/or irregular diets. Their group has already connected with the City of Moncton and has also begun discussions with the Urban Planning Department in an effort to collaborate with the municipalities - whether it be through the zoning by-laws or other means. She noted that the purpose of the presentation is to keep the discussion ongoing.

The members of Council entered into a brief exchange about the restriction of drive thrus, more in house tables at restaurants, restricting/limiting the use of throw away packaging and/or utensils. It was noted that most schools up until Grade 8 have a closed campus and

students are not permitted to leave the school property for lunch. The foods available in the cafeteria are the responsibility of the School District.

**6. EXTERNAL REPORTS**

**a. Building Permit Report for the month of March, 2016**

Taken as information.

**b. Development Activity Report for the month of March, 2017**

Taken as information.

**c. Animal Control Report for the month of March, 2017**

Town Clerk confirmed with Deputy Mayor Cassista that the Animal Controller has been very active in the community which is reflected in the increase in the numbers compared from 2016 to 2017.

Report accepted as presented.

**d. Codiac RCMP Report**

Deputy Mayor Cassista commented on the increase of crime statistics in Riverview.

Supt. Beauchesne remarked that the reports provided to Council are a "snap shot" of the crime activity. However, he pointed out that you have to look at the big picture over a longer period of time. The number of calls in Riverview during a one month period equals the same amount of calls for Moncton in a one week period. He suggested that the crime rate in Riverview is relatively low but the force continues to analysis the trends in the Greater Moncton Area.

Supt. Beauchesne responded to an inquiry from Councillor Thorne regarding off road vehicles and possible fines. He noted that a fine would vary depending on the type of offense for example - no license, no insurance, driving under age. He encouraged residents to call in and report such offences.

Councillor Coughlan advised that as the Town's liaison for the Codiac Regional Policing Authority, he recently had the opportunity to tour the 911 facility which was very interesting.

Councillor Bennett commented on the use of AVTs on the town streets in various areas (Callowhill & Gunningsville). He had previously been told that if a person could obtain a photograph of the driver and vehicle with the license plate it could be given to the RCMP for further action.

Supt. Beauchesne remarked that if a person takes a photo and submits it to the RCMP then they must be prepared to go to court, should the need arise. He also commented that every circumstance has to be looked at.

Report accepted as presented.

## **7. DEPARTMENTAL REPORTS**

### **a. Administration Department**

#### **7.a.1 Report for the month of April, 2017**

C. Smith clarified that the Safety Leadership Program referenced in his report is scheduled for April 28th not 29th.

Taken as information.

#### **7.a.2 Update on Recommendations for the MCW report - Dobson Arena**

C. Smith pointed out that the content is in the report and speaks for itself. It also identifies challenges which the Town will encounter such as programming interference. Also if in the interim something should happen to the ice pad before it is replaced it would impact service. He noted that the Council brief outlines how staff selected the items put forward and addressed in 2017.

R. Higson remarked that as a result of the tender submissions called to date the results are approximately \$650,000 under budget.

Councillor Rampersaud commented that she is in favour of the work that is being proposed. She indicated that she continues to support the Wellness Centre but there was never the intention, by

the Committee, of building three new rinks. She concurred that it is important to move forward and supports the report.

G. Cole remarked that the focus will be the users/user groups and, of course, the safety issues. He noted that the Town has to consider a work schedule and how to make it flow, keeping in mind all the factors involved. He confirmed that the floor is \$1.2 million which is in addition to the \$750,000. His department has consistently provided ongoing maintenance over the years and is hopeful that we will get another season out of the upper ice pad. It is important to communicate with the user groups to ensure that the user groups understand what is taking place and how it may impact them. He further commented that the ice pad is currently not in the 2018 capital plan but will definitely have to be addressed in the 2018 budget.

Councillor LeBlanc expressed his concern that if we spend the surplus tender money and eliminate the wiggle room the Town might end up in a deficit position in the operating budget.

R. Higson commented that the trend has been that we have been on budget for the operating fund. Another consideration is that we still do have reserve funds available. The other component is the amount of borrowing by the Town.

C. Smith remarked that there is still \$1.1 million in capital reserves if we run into trouble at the end of the year.

**Moved by:** Deputy Mayor C. Cassista

**Seconded by:** Councillor T. Rampersaud

*That Council approve the proposed 2017 upgrade plans for Byron Dobson Arena and it give staff direction to cover the \$758,000 in estimated costs through the savings earned through the 2017 tendering process for Capital projects. If sufficient funds are not available through the tender savings, Council does give staff direction to use the General Capital Reserve to cover the remaining balance of the costs.*

**Motion Carried**

**7.a.3 Briefing - Proposed RCMP Building**

C. Smith commented that he does not want to add to the operating expense that is why the recommendation is to move forward in the direction outlined in his report

**Moved by:** Councillor J. Thorne

**Seconded by:** Councillor W. Bennett

*That the Committee of the Whole recommend to support the next step of proceeding to the RFP stage and agree to fund Riverview's share of those costs by delaying the hiring of the Facilities Manager until later in 2017 or into 2018.*

**Motion Carried**

**7.a.4 By-Law Infraction Summary**

Taken as information.

**b. Finance Department**

**7.b.1 Report for the month of April, 2017**

Taken as information.

**c. Engineering & Works**

**7.c.1 Report for the month of April, 2017**

M. Ouellet confirmed with Council that a construction schedule will be provided to every home owner affected by the local improvement at least one week to ten days prior to construction. He noted that construction on Fatima Drive is expected to run from July 24th - September 26th.



Deputy Mayor Cassista inquired whether that would be a sufficient amount of time to give notice to the residents.

C. Smith confirmed with Deputy Mayor Cassista that it is difficult to give the residents an exact start up date as it is difficult for the contractors to pinpoint.

The Town Clerk reported that she is getting ready to send out the notice of assessment to the residents pending by-law registrations. She suggested that she could add a sentence regarding the approximate construction period.

Town Clerk explained the corner lot policy to Councillor Bennett. The property owners of the corner lots on Fatima and Buckingham will be charged for the diagonal on Fatima.

M. Ouellet concurred that home owners are charged the local improvement levy for properties that have either frontage and/or flankage on the street to receive local improvement. The charge is based on the linear foot unless it's a corner lot. The charge for corner lots are based on the diagonal instead of the perimeter. The Town has been applying this formula for many years.

M. Ouellet confirmed with Councillor Hansen that there are no plans to remove any trees on Olive Street as a result of the local improvements. However, he noted that there is a good possibility the branches will need to be trimmed.

C. Smith confirmed with Deputy Mayor Cassista that the regulations for charging a special levy are covered under the *Municipalities Act*.

M. Ouellet confirmed with Councillor Thorne that the painting of the fire hydrants would begin in July. Presently the department has commenced the flushing of the hydrants.

C. Smith confirmed with Councillor Coughlan that every corner lot has been treated consistently in the Town.

Report accepted as presented.

**d. Fire Department**

#### **7.d.1 Report for the month of March, 2017**

Chief Pleau was proud to report that the Riverview Fire & Rescue had collected approximately \$10,000 for the Muscular Dystrophy Foundation.

Report accepted as presented.

#### **7.d.2 Fire Department Community Survey Report**

Chief Pleau credited Robin True and Meghan Walsh for preparing the Fire Department Community survey.

He noted that the Department responds to approximately 1000 calls per year. The Department is doing a better job at explaining to the residents the volume of calls that the Department actually responds to.

C. Smith confirmed with Councillor Rampersaud that in reference to the 38% neutral responses in the survey, staff will raise that issue with the Fire & Rescue Department in order to get a better understanding of this response.

Report taken as information.

### **e. Parks, Recreation and Community Relations**

#### **7.e.1 Report for the month of April, 2017**

G. Cole noted that the Community Clean Up kicked off on April 22nd beginning a month long community clean up endeavour. He congratulated the user groups and residents who came out and participated as well as everyone else planning on lending a hand.

Chief Pleau confirmed with Councillor Thorne that the Department had purchased Canada150 tulips.

G. Cole confirmed with Councillor Coughlan that he had met with the consultant and were putting final touches on the drawings for Ridgeway Park. The next step will be the tender process.

G. Cole confirmed with Councillor Hansen that crews have been carrying out clean up at Hawthorne Park. There has been no activity on the ball field as the ground is still too soft but as soon as the weather is better he will assign work crews.

G. Cole confirmed with Councillor Hansen that the user group for this field has been notified but at this point the user group is uncertain as to their plans.

G. Cole confirmed with Councillor Thorne that there are plans to increase the number of infant and parent facing swings.

G. Cole responded to an inquiry from Mayor Seamans regarding the "green gym equipment" located on the Riverfront Park. He noted that due to the age of the equipment and the pending construction on the causeway he is uncertain as to their fate at this moment and will be giving it further consideration.

Report accepted as presented.

**f. Business/Economic Development**

**7.f.1 Report for the month of April, 2017**

S. Thomson remarked on another successful Sustaina-poolza! The event was very well received and had many interesting elements to it. The highlight of the event was the participation from the high school students. They certainly came up with some very interesting and innovative projects!

Report accepted as presented.

**7.f.2 NB Power LORESS application**

S. Thomson commented that there is no risk to the Town if we proceed with the application.

**Moved by:** Councillor J. Coughlan

**Seconded by:** Councillor J. Thorne

*That the Committee of the Whole Recommend to Council to direct staff to provide QPA Solar with a written commitment from the Town to act as the local entity for the LORESS application.*

**Motion Carried**

**g. Human Resources**

**7.g.1 Report for the month of April, 2017**

T. Finlay confirmed that she had recently participated in a webinar on the legalization of marijuana. She commented that it was more an awareness session but was very interesting. The impending legalization of marijuana does pose a certain amount of risk and there were many questions being raised as to what type of regulations would have to be put in place.

Report accepted as presented.

**8. OTHER BUSINESS**

**a. Grant Report for month of April, 2017**

The members of Council discussed the pros and cons of each Community Investment application. Staff responded to a number of inquiries and pointed out that the grant policy serves as a guideline for Council to base their decisions; however, Council has the final determination.

It was requested that the Parks & Recreation Department provide Council with a report after the Root Down Festival was concluded which would outline how the Community Investment funds were spent in relation to this event.

Councillor LeBlanc declared a conflict of interest with respect to the request for funding for the Pickleball group and left the Council Chambers at 8:53 p.m. He resumed his seat in the Council Chambers at 8:58 p.m. after the discussion had concluded on this particular item.

**Root Down Youth Festival**

**Moved by:** Councillor T. Rampersaud  
**Seconded by:** Deputy Mayor C. Cassista

*That the Committee of the Whole recommend to Riverview Town Council to support the Root Down Youth Festival event being held on May 6, 2017*

*through a Community Investment donation in the amount of \$500.*

**Nay Votes:** Deputy Mayor C. Cassista

**Motion Carried**

### **Participation 150 Pickleball event**

**Moved by:** Councillor T. Rampersaud  
**Seconded by:** Councillor J. Coughlan

*That the Committee of the Whole recommend to Riverview Town Council to support the Participation 150 Pickleball event being held on June 24, 2017 through a Community Investment donation in the amount of \$300.*

**Motion Carried**

### **Bullying Canada**

**Moved by:** Councillor J. Thorne  
**Seconded by:** Councillor L. Hansen

*That the Committee of the Whole recommend to Riverview Town Council to award a Community Investment donation to Bullying Canada in the amount of \$500.*

**Nay Votes:** Deputy Mayor Cassista, Councillor Bennett, Councillor Hansen, Councillor Rampersaud

**Motion Defeated**

### ***NB Hospice Palliative Care Association***

**Moved by:** Councillor J. Coughlan  
**Seconded by:** Councillor A. LeBlanc

*That the Committee of the Whole recommend to Council to award a Community Investment donation in the amount of \$1,000 to the NB Hospice Palliative Care Association.*

**Nay Votes:** Deputy Mayor Cassista, Councillor Bennett, Councillor Hansen, Councillor Thorne, Councillor Rampersaud

**Motion Defeated**

### **Moncton Wildcats**

**Moved by:** Deputy Mayor C. Cassista

**Seconded by:** Councillor T. Rampersaud

*That the Committee of the Whole recommend to Town Council to authorize the purchase of two adult Moncton Wildcats 2017-2018 tickets at a cost of \$438 (plus taxes).*

**Motion Carried**

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

Councillor Coughlan noted that a resident had experienced some confusion over the acceptable weight of a garbage bag for pick up at the curb. He since found out that the weight limit is 40 lbs. He suggested that this information could be included on the Town's web site so that residents are aware of this restriction.

Councillor Coughlan inquired about the posted signs on telephone poles that remain up throughout the season. He wanted to know whether the Town should be enforcing the removal of the signs.

M. Ouellet remarked that in the past Public Works staff has taken them down as per direction given by Council.

S. Thomson noted that the Town's by-law prohibits such signs on posts. He did point out that the section pertaining to signage in the Zoning By-Law is overdue for review. The intention would be to go through a survey process in order to get a sense of direction from our residents and the business community. Council may consider waiting until after the review is carried out.

It was determined that C. Smith would review with staff and provide Council with a report outlining clear options.

**10. ADJOURNMENT**

**Moved by:** Deputy Mayor C. Cassista

**Seconded by:** Councillor J. Thorne

*That the Committee of the Whole meeting be adjourned at 9:19 p.m.*

**Motion Carried**

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Ann Seamans, Mayor

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Annette Crummey, Town Clerk