



## **COMMITTEE OF THE WHOLE MEETING MINUTES**

**Monday, February 25, 2019**

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

**Members Present:**

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

**Staff Present:**

**C. Smith, CAO  
A. Crummey, Town Clerk  
D. Richard, Deputy Town Clerk  
R. Higson, Director of Finance  
M. Ouellet, Director of Engineering & Public Works  
S. Thomson, Director of Economic Development  
T. Finlay, Director of Human Resources  
G. Cole, Director of Parks, Recreation and Community Relations  
Supt. T. Critchlow, Codiac RCMP**

**Regrets:**

**D. Pleau, Fire Chief**

**1. CALL TO ORDER**

Mayor Seamans called the Committee of the Whole meeting of February 25, 2019 to order at 7:00 p.m.

**2. ADOPTION OF THE AGENDA**

**Moved by:** Councillor J. Thorne

**Seconded by:** Councillor C. Cassista

*That the agenda for the Committee of the Whole Meeting of February 25, 2019 be approved.*

**Motion Carried**

**3. DECLARATION OF CONFLICTS OF INTEREST**

Councillor Hansen stated that she would be declaring a conflict of interest with respect to the consideration of the Community Investment application submitted in connection with the Ladies Basketball Hoop Classic.

**4. CORRESPONDENCE**

NIL

**5. PETITIONS, PRESENTATIONS & DELEGATIONS**

- a. Presentation by Judy Cyr, Community Program Officer – RCMP Riverview, Shediac, Sackville, Sussex, Hampton Detachments, Southeast District. – Update on Law Enforcement Torch Run

J. Cyr conducted a Powerpoint presentation detailing the Law Enforcement Torch Run in support of Special Olympics. She remarked that for the past two years the Town of Riverview has supported the run both monetarily and through the use of the Riverfront Trail. She indicated that it is an initiative that grows bigger and better each year. Judy Cyr remarked that it is important to raise funds and get the word out there. This year the run will take place on Saturday, November 2, 2019 and some of the funding

will be used for media promotion, posters, and advertisement in the local paper.

J. Cyr indicated that the purpose of the presentation was to raise public awareness and to ask the members of Riverview Town Council to consider financial support in the amount of \$1,000 for 2019.

J. Cyr confirmed with Deputy Mayor Rampersaud that they had not approached other communities for financial support. The run is held in Riverview so they have always approached Riverview.

Deputy Mayor Rampersaud said that it is a good cause and recommended that they approach other communities for support as well.

J. Cyr confirmed with Councillor Bennett that every other run is held in Moncton and they wanted to utilize this side of the river. She also confirmed that 15 Special Olympians live in Riverview. There are concrete plans to grow the event and have reached out to the Running Room.

Councillor Bennett suggested that the run be called the Riverview Law Enforcement Torch Run.

Councillor Cassista suggested that they make a presentation to the Riverview Lions Club if they have not already done so. She would be happy to connect them with the Riverview Lions.

J. Cyr confirmed with Mayor Seamans that it was their intention to use the lobby of the Visitor Information Centre and the Riverfront Trail as in past years.

## **6. EXTERNAL REPORTS**

### **a. Building Permit Report - January, 2019**

Taken as information.

### **b. Development Activity Report - January, 2019**

Taken as information.

**c. Codiak RCMP**

Supt. Critchlow stated that of the top 8 categories posted on the Codiak Regional Policing Authority's web site 6% of the calls represented Riverview.

Councillor Thorne recounted a traffic incident that he experienced during school hours in the vicinity of the Claude D. Taylor School. He indicated that there seems to be a speeding issue in the Waterfall and Trites Road area.

Supt. Critchlow confirmed that the RCMP does conduct speeding checks within school zones. He indicated that each month the RCMP have a theme which they follow up on. Supt. Critchlow suggested that traffic incidents such as the ones that are being experienced in the area should be reported directly to the RCMP for intelligence purposes. He reiterated that anything traffic related he urged the public to call in and report it.

Supt. Critchlow confirmed with Councillor Thorne that he would double check the fine for speeding in a school zone and report back.

Supt. Critchlow confirmed with Deputy Mayor Rampersaud that auto thefts have been going on in all three communities. Especially in the colder weather where people leave their vehicles running which provides an easy opportunity. He encouraged residents not to leave their vehicles unlocked, or with keys in the vehicle as theft could be prevented in this way. Supt. Critchlow remarked that he was not certain where the three vehicles were taken but the RCMP would be taking a look at those trends.

Supt. Critchlow confirmed with Councillor Bennett that while the four new officers were approved in late 2018 the money was assigned as of January, 2019. The approval was required through the Public Safety Official. Supt. Critchlow remarked that the RCMP are in the process of staffing those positions. He explained that it will take some time to see the body and boots on the road. Supt. Critchlow remarked that the RCMP plans to work on the safer roads initiative (drunk driving, distracted driving) which are among the 4 main initiatives.

## **7. DEPARTMENTAL REPORTS**

### **a. Administration Department**

#### **7.a.1 Administration Report for the month of February, 2019**

C. Smith highlighted two items contained within the monthly report. While the report indicated that it was the intention to post the Request For Proposals for the technical and programming requirements for the Wellness Centre facility in February it is, in fact, posted. He noted that the deadline for submissions is mid-March. C. Smith also pointed out that the Town has formed an internal committee for the future closure of the bridge in an effort to mitigate the traffic challenges that will be faced at that time. The Town will be reaching out to the community in advance so we can get our message out there.

Deputy Mayor Rampersaud stated that she had received many positive comments from staff on the recent Town Hall engagement session. Staff found the session to be very informative and much appreciated by the employees. She was also impressed that staff is working on reporting documents for the Province. Staff continues to make information available for our residents so that they are aware of what has taken place and what is planned.

### **b. Finance Department**

#### **7.b.1 Report for the month of January, 2019**

R. Higson confirmed with Councillor Cassista that the figure of \$219,000 referenced in the monthly report is specifically related to past due water and sewer accounts. The figure is considerably less than the \$580,000 it had been up to at one point. He remarked that staff will continue to work away at the past due accounts and we will see the figure decrease. R. Higson indicated that certainly most residents pay their water and sewer bills but some cannot due to circumstances and other simply need reminding.

R. Higson confirmed with Councillor Cassista that out of the 6,000 accounts approximately 900 customers participate electronically. The forms for electronic payment are available at the front desk at Town Hall and our web site indicates that this option exists. R. Higson commented that it costs less electronically to send out than to pay for postage to mail out the statements.

Report accepted as presented.

**c. Engineering & Works**

**7.c.1 Engineering & Works Report for the month of January - February, 2019**

Councillor Coughlan expressed his appreciation to staff for their prompt response to site line issue.

M. Ouellet confirmed that an open house was held on February 12, 2019 for residents of the proposed local improvement streets. This included the residents of Devere Road. M. Ouellet stated that the drawings at this point were not ready, but the open house did provide an opportunity to meet the residents and hear their concerns. Staff will follow up with the residents once we have a better understanding of the work to be done and how it will impact the trees and shrubs already in place.

Councillor Coughlan pointed out that the lots on Devere Road have been there a long time.

M. Ouellet commented that he did not expect to see such an encroachment and staff are trying to see what can be done to minimize the impact of the street. He reiterated that the drawings are not finalized nor the grades of the street but the objective is to minimize the impact.

C. Smith confirmed with Councillor Cassista that there was no one present from Orin Drive at the Open House.

M. Ouellet confirmed with Councillor Cassista that it is only a small street containing 4 properties of which 2 are commercial and 2 are residential.

M. Ouellet confirmed with Councillor Bennett that the snow clearing is working well. He indicated that the Town has used more salt due to the number of ice storms experienced this winter.

M. Ouellet confirmed with Councillor LeBlanc that the vacancy of the technologist position has not jeopardized any projects because in order to be proactive those projects have been sent out to consultants. It is expected the projects should be completed on time during the upcoming construction season.

M. Ouellet confirmed with Mayor Seamans that the reference to the decorative lights in the monthly reports relates to a lump sum category in the capital budget. This budget is to repair the decorative lights (and underground wiring) that were installed by developers and inherited by the Town. The decorative lights are not the same type of lights that the Town rents from NB Power. M. Ouellet noted that each year the Town carries out maintenance/repairs on a few small streets that contain this decorative lighting.

Mayor Seamans commented that the Department should keep in mind the work that the Light Up Riverview Committee is doing along Coverdale Road and to coordinate with the Committee any future plans.

M. Ouellet confirmed with Councillor Cassista that the Town intends to be more aggressive in the month of June with the lane markings. The Department recognized the delay experienced last year. M. Ouellet pointed out that the Department is responsible for painting the crosswalks, stop bars, arrows and symbols and the contractor is responsible for the long linear lines.

Report accepted as presented.

**d. Fire Department**

**7.d.1 Fire Department Report for the month of January, 2019**

C. Smith confirmed with Councillor Cassista that he would ask the Deputy Chief of Fire Prevention, Mitch Short, to prepare a summary for a future report as to what type of inspections are carried out and what criteria that would be checked during a commercial inspection.

C. Smith confirmed with Councillor Cassista that in regard to a final report being provided to Council in connection with a fire investigation, he was not certain whether such a report would contain publically orientated details. He noted that he does not receive the details of such a report and was of the opinion that it would not be a publically shared report. C. Smith indicated that he would confer with the Fire Chief to see what type of information would be available. He commented that the monthly report is simply a reflection of the work being done by the Department and to provide Council with a sense of the work and staff's accomplishments.

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

**7.e.1 Parks & Recreation Report for the month of February, 2019**

G. Cole confirmed with Councillor Cassista that he would report back as to an explanation for the decrease in PRO Kids numbers.

Report accepted as presented.

**f. Business/Economic Development**

**7.f.1 Economic Development Report for the month of February, 2019**

Deputy Mayor Rampersaud stated that last week she had attended the Immigration Business graduation. She was asked to pass along their appreciation to the Town of Riverview for providing them with the space to conduct their sessions. The group was especially



grateful to the Town as they felt welcomed and included in our community.

Report accepted as presented.

**g. Human Resources**

**7.g.1 Human Resources Report for the month of February, 2019**

Report accepted as presented.

**h. Corporate Services Department**

**7.h.1 Corporate Services Report for the month of January, 2019**

Report accepted as presented.

**8. OTHER BUSINESS**

**a. Grant Report - February, 2019**

Councillor Hansen left the council chambers at 7:48 p.m. during the vote for the Hoop Classic. She resumed her seat at 7:49 p.m. after the vote was concluded.

**Moved by:** Deputy Mayor T. Rampersaud

**Seconded by:** Councillor C. Cassista

*That the Committee of the Whole recommend to Riverview Town Council to support the DNA Swag Greater Moncton Ladies Hoop Classic Tournament (25th Anniversary) through a grant in the amount of \$500.*

**Motion Carried**

**Moved by:** Councillor J. Thorne

**Seconded by:** Councillor C. Cassista

*That the Committee of the Whole recommend to Riverview Town Council to support the Law Enforcement Torch Run (proceeds for Special Olympics) to be held on Saturday, November 2, 2019 through a grant in the amount of \$1,000.*

An **amendment** was proposed.

**Moved by:** Deputy Mayor T. Rampersaud

**Seconded by:** Councillor A. LeBlanc

*That the grant amount be amended to \$500.*

**Nay vote:**     **Councillor C. Cassista**  
                  **Councillor W. Bennett**

**Motion Carried**

A vote was called on the original motion as amended.

Mayor Seamans confirmed with Councillor Bennett that the vote was being called on the original motion as amended to \$500.

**Nay votes:**     **Councillor C. Cassista**  
                  **Councillor W. Bennett**

**Motion Carried**

**b.     The Moncton Hospital - Extraordinary Care Capital Campaign**

C. Smith stated that the representatives of the Extraordinary Care Capital Campaign had made a presentation to Town Council on January 28, 2019 seeking a financial commitment of \$100,000 over a five year period. He indicated that the City of Moncton has publically stated its commitment of \$500,000 over five years commencing in 2021. The City of Dieppe has committed to \$50,000 over a five year period commencing in 2020 (initial ask was the same as Riverview \$100,000 over a five year period). C. Smith recounted the funding history provided by the Town of Riverview to the Moncton Hospital. He indicated that staff is now looking for direction on how to proceed in response to the request for financial support as this request falls outside the scope of the Community Investment Policy.

**Moved by:** Councillor C. Cassista

**Seconded by:** Councillor A. LeBlanc

*That the Committee of the Whole recommend to Riverview Town Council to support the Extraordinary Care Fundraiser for the Moncton Hospital Capital Campaign in the amount of \$5,000 commencing in 2020, depending on budget availability.*

It should be noted that the intention of the motion was for a total financial commitment of \$5,000 in 2020, depending on budget availability.

Councillor Cassista stated that the current policy does not cover this type of request and that the mandate of this Council will be over in 2020. The new Council can review it at that time. She also commented that the financial awards to the Moncton Hospital made by previous Riverview Town Councils had been for \$5,000. She indicated that the \$5,000 amount she proposed would be in line with what the Town has historically provided. Councillor Cassista remarked that Town Council had worked very hard to keep the budget intact during budget deliberations which consists of some high costs to come. She reiterated that further consideration could be given in subsequent budget years.

**An Amendment** was proposed.

**Moved by:** Deputy Mayor T. Rampersaud

*That the Town of Riverview contribute \$10,000 for the next five years commencing in 2020.*

No seconder.

**Motion Failed**

**An amendment was proposed:**

**Moved by:** Councillor L. Hansen

**Seconded by:** Councillor A. LeBlanc

*That the Committee of the Whole recommend to Riverview Town Council to support the Extraordinary Care Fundraiser for the Moncton Hospital Capital Campaign in the amount of \$5,000 per year for a period of five years commencing in 2020 depending on budget availability.*

Councillor Cassista noted that the Council could take a look and review the request each year. She pointed out that the request falls outside the Community Investment policy and this is troubling to her as the commitment goes beyond the current Council's mandate.

C. Smith commented that based on the Town's current policy the request is outside the scope of the policy and is deemed a Provincial responsibility. He indicated that there is no guidance within the policy to provide funding. However, he pointed out that the other two communities had made long-term commitments based on budget availability. The request could be revisited as part of the budget process each year as any budget commitment could be revisited if there are budget challenges.

Councillor Cassista inquired whether the proposed motion to amend was subject to budget availability (friendly amendment).

C. Smith indicated that if the motion were approved, from a staff perspective, we would budget accordingly for this long term funding as the commitment has been made. Council would need to provide further direction to staff should the direction change.

R. Higson indicated that the recipient would be relying on the long term commitment, if given, even if the motion reads subject to availability.

Deputy Mayor Rampersaud indicated that she was in favour of supporting this project in some way. She pointed out that her rationale was that Council supported the addition of \$10,000 to the total grant budget (just for this year) yet the additional funds were not set aside for anything in particular. She was thinking that the additional funds be allocated for this item.

Councillor Hansen appreciates the concern of going beyond their mandate yet she feels strongly the Town should support the Moncton Hospital. She pointed out that the organizing committee needs a long term commitment in order to move forward. She hoped that future Councils would see the value in this long-term commitment.

Councillor Bennett was under the impression that Council was trying to avoid long term commitments of a high dollar value. In his opinion the motion is like a hand shake and would be considered a commitment. He concurred that the organizing committee would be planning on spending the money, if approved. He noted that it would not be a good situation if Council were not to see the commitment through.

C. Smith clarified that from a fund raising committee perspective there is an expectation over the period of time the funding would follow. He did note that the other communities had a similar stipulation, pending budget availability.

Mayor Seamans requested that the amended motion be read again.

*That the Committee of the Whole recommend to Riverview Town Council to support the Extraordinary Care Fundraiser for the Moncton Hospital Capital Campaign in the amount of \$5,000 per year for a period of five years commencing in 2020 depending on budget availability.*

Mayor Seamans called for the vote on the amendment.

**Motion Carried**

Mayor Seamans called for the vote on the original motion, as amended.

**Motion Carried**

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

Councillor LeBlanc wanted to commend the Town Clerk for the role she played in implementing live streaming of the Council meetings. It was a huge undertaking and this evening is the first "live streamed" meeting. Councillor LeBlanc also wanted to express his appreciation to Councillor Thorne, Meghan Cross as well as citizen committee members Richard Blackstock, Richard Rheaume and Zack

Beatty Taylor. We hope that the residents of the Town of Riverview enjoy the new engagement opportunity.

M. Ouellet confirmed with Councillor Thorne that the option of solar panels with flashing lights to alert motorists was considered many years ago. He noted that it was determined that the equipment was too expensive and was removed from the budget due to financial constraints and has not been explored since.

Councillor Thorne pointed out that both Moncton and Dieppe utilize the solar panels with flashing lights in school zones. He inquired whether it would be possible to revisit this item.

Mayor Seamans remarked that such a request would require a direction from Council to staff to do so. She remarked that it could be an item for consideration at a Committee of the Whole meeting and to confer with the Town Clerk.

G. Cole responded to a previous inquiry from Councillor Cassista regarding the reason for the decline in numbers using the Pro Kids funding program. He noted that the true reason is not known; however, part of the reason for this situation may be the change in the Jumpstart, and subsequently, the Pro Kids application process. G. Cole indicated that when the Jumpstart program stopped providing funding directly to PRO Kids, and they began to make it mandatory for families to apply directly to Jumpstart which were asking for basic income information. At that time, PRO Kids changed its procedure and application form, in response to the change by Jumpstart, adding a section also asking for basic income information which would allow the Coordinator of the PRO Kids program to determine if an applicant qualifies for the Jumpstart program (as this program only funds families who are below the Low Income Cut Off scale). He commented that if their income is below the LICO scale, they fit the age range, and the funding is to be applied to a sport, then the applicant is referred to Jumpstart. Those who apply for Pro Kids funding, who do not meet Jumpstart's criteria are processed through the PRO Kids program. G. Cole noted that up until this point, PRO Kids has never asked for income information. He suggested that perhaps asking families to report income may have stopped some potential applicants from applying and allowed for those of our citizens who need it the most, access

to funding, given that Pro Kids provides funding for all types of recreation activities/opportunities, while Jumpstart only funds for sport.

**10. ADJOURNMENT**

**Moved by:** Councillor J. Thorne

**Seconded by:** Councillor C. Cassista

*That the meeting be adjourned at 8:12 p.m.*

**Motion Carried**