



REGULAR MEETING OF COUNCIL

MINUTES

Monday, June 10, 2019

7:00 p.m.

30 Honour House Court - Council Chambers

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
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 & Community Relations

Regrets: D. Pleau, Fire Chief
R. Higson, Director of Finance

Others: Press – Times Transcript

1. CALL TO ORDER

Mayor Seamans called the Regular Council Meeting of June 10, 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 be approved.

Motion Carried

3. DECLARATION OF CONFLICTS OF INTEREST

NIL

4. ADOPTION OF THE MINUTES

a. Regular Council Meeting - May 13, 2019

Moved by: Deputy Mayor T. Rampersaud

Seconded by: Councillor J. Coughlan

That the minutes of the Regular Council meeting of May 13, 2019 be approved.

Motion Carried

b. Committee of the Whole Meeting - May 27, 2019

Moved by: Councillor C. Cassista

Seconded by: Councillor W. Bennett

That the minutes of the Committee of the Whole meeting held on May 27, 2019 be approved.

Motion Carried

c. Special Council Meeting - May 27, 2019

Moved by: Councillor A. LeBlanc

Seconded by: Councillor C. Cassista

That the minutes of the Special Council Meeting held on May 27, 2019 be approved.

Motion Carried

5. BUSINESS ARISING FROM THE MINUTES

a. Codiac Transit Route Options

Moved by: Deputy Mayor T. Rampersaud

Seconded by: Councillor C. Cassista

That Town Council approve the allocation of the additional General Operating transit funds in the 2019 budget to increase frequency of the transit services outlined in Option 2 presented by Codiac Transpo and the new services commencing in October 2019. And further that Codiac Transpo monitor ridership results for Riverview and report back to Council on what impact this service change has on the Town's ridership numbers.

Deputy Mayor Rampersaud noted that both options are great, and she is looking forward to review the findings.

C. Smith confirmed with Deputy Mayor Rampersaud that assuming the motion is approved the Town will be moving forward for a three month period but also going forward expand the service for 12 months. It would be necessary to implement for 6-9 months to evaluate the performance and determine how to proceed. He clarified that the enhanced services is being provided with the additional dollars Council had allocated into the Operating budget for transit services. He remarked that at this point the service will not be operating for a full year and would cost little over \$30,000 for the three month period for this additional service. C. Smith pointed out if it were for the full year this would translate into approximately \$150,000.

S. Thomson confirmed with C. Smith that public transit is excluded at this point from funding opportunities but when it becomes available the Town would apply for funding for an additional bus.

Councillor Cassista thinks it is a great idea to pilot this project and we will be able to provide a good overall picture to base future decisions upon.

Mayor Seamans noted that both options outlined at the Committee of the Whole meeting of May 27, 2019 if the public wanted to view presentation.

6. CORRESPONDENCE

NIL

7. PETITIONS, PRESENTATIONS & DELEGATION

NIL

8. RECOMMENDATIONS FROM COMMITTEE OF THE WHOLE

a. Portage Atlantic - Fund Raising Dinner - June 14, 2019

Moved by: Councillor C. Cassista

Seconded by: Councillor L. Hansen

That Riverview Town Council support the fund raising dinner for Portage Atlantic in the amount of \$1,000 to be held on June 14, 2019.

Motion Carried

b. Social Media Administrator Policy

Moved by: Councillor J. Coughlan

Seconded by: Deputy Mayor T. Rampersaud

That Riverview Town Council approve the adoption of the Social Media Administrator Policy presented at the Committee of the Whole meeting on May 27, 2019.

Motion Carried

9. BY-LAWS

a. By-Law 700-70

A By-Law Respecting Tall Grasses in the Town of Riverview

Second reading, by section only, and third reading, by title only

Moved by: Councillor A. LeBlanc

Seconded by: Councillor C. Cassista

That second reading, by section only, be given to By-Law 700-70, A By-Law Respecting Tall Grasses in the Town of Riverview.

Sections as follows: Title, Definition, Applicability, Maintenance of Grasses, Enforcement, Offences; and Severability.

Motion Carried

Moved by: Councillor A. LeBlanc

Seconded by: Councillor C. Cassista

That third reading, by title only, be given to By-Law 700-70, A By-Law Respecting Tall Grasses in the Town of Riverview.

The Town Clerk confirmed with Councillor Hansen that this by-law is complaint based. She indicated that residents can call the By-Law Enforcement Officer and provide the details to be investigated.

Councillor Hansen noted that the feedback she is receiving is that the Town should be actively enforcing its own by-law and not have one resident complain about another neighbor.

Motion Carried

b. BY-LAW 700-75

A By-Law Relating to the Reduction of Single Use Plastic Bags in the Town of Riverview

First reading, by title only

Moved by: Deputy Mayor T. Rampersaud

Seconded by: Councillor W. Bennett

That first reading, by title only, be given to By-Law 700-75, A By-Law Relating to the Reduction of Single Use Plastic Bags in the Town of Riverview.

Mayor Seamans called upon Meghan Cross to carry out a PowerPoint presentation.

Meghan Cross, Communications Coordinator, conducted a PowerPoint presentation outlining the steps taken to arrive at this point.

M. Cross responded to questions from Council on the topic and pointed out that the tri-communities have two calendar years to roll out the by-law.

Council agreed that some retailers are already on board and that it pairs really well with the work that the Town has been doing with Sustaina-Palooza and Sustainability.

Motion Carried

10. NOTICE OF MOTION

NIL

11. NEW BUSINESS

a. Tender 19-66 - Canusa Drive - Sidewalk Construction & Road Realignment

Moved by: Councillor W. Bennett

Seconded by: Councillor L. Hansen

That the tender for Canusa Drive - Sidewalk Installation & Road realignment, Tender 19-66 be awarded to Dexter Construction Company Ltd. in the amount of \$223,155.00 (plus HST) and that the Mayor & Town Clerk be authorized to sign all related documentation.

Motion Carried

b. Approval of Town of Riverview's 2018 Annual Report

Moved by: Councillor C. Cassista

Seconded by: Councillor J. Coughlan

That Riverview Town Council approve the 2018 Annual Report as presented.

Councillor LeBlanc stated that the document is incredibly well put together and is very informative for our residents.

Councillor Cassista indicated that she has reviewed the document and is very impressed with its layout and content. She is very proud of it and that it speaks well of our staff.

C. Smith commented that it was a team effort. The Director of Finance had provided the content, and the Communications Coordinator was responsible for its design. He noted that a lot of the information contained we already report on and it was pulled from various sources and then compiled with the information that was legislated by the Province. C. Smith remarked that the municipality does not have to provide the Province with a copy, but is required to retain a copy in the Clerk's office. C. Smith indicated that it is staff's intention to put the document on the Town's web site.

Deputy Mayor Rampersaud encouraged everyone to have a look at so that our residents will be better informed.

Motion Carried

c. Summer Hours - Council Meetings

Moved by: Councillor C. Cassista

Seconded by: Councillor J. Thorne

That the Riverview Town Council employ summer hours by eliminating the Committee of the Whole meeting held the second meeting of the month for July and August and that the scheduled time for the Regular Council meeting begin at 4 p.m.

Motion Carried

d. Award of RFP 2019-06 - Holiday Lights

Moved by: Councillor A. LeBlanc

Seconded by: Councillor J. Coughlan

The Riverview Town Council accept the staff recommendation with respect to the RFP 2019-06 -Holiday Lights Project Management and enter into a three (3) year contract with Nuttall Restoration for the provision of project management services for the Holiday Lights project at a rate of \$69.00 per hour and that the Mayor & Town Clerk be authorized to sign all related documentation.

It should be noted that the contract will contain an option to extend the agreement on the same terms and conditions for two (2) additional two (2) year terms.

The Town Clerk confirmed with Councillor Cassista that this project began three years ago and has no impact on the collective agreement. This work has always been carried out by a contractor.

The Town Clerk remarked that we learned through the procurement review that it was necessary to go through a public process. Even though the annual amount did not exceed the Procurement Act legislation it is a continued project which does collectively exceed the threshold.

Mayor Seamans noted that the Light Up Riverview Committee consists of the Town Clerk, Rob Gallant of Nuttall Construction; Kevin Rice of Trans Aqua, Karen Thompson, Recreation & Community Coordinator; Tahlia Ferlatte, Economic Development Officer and herself as Chair.

Motion Carried

e. Election of Deputy Mayor

Moved by: Deputy Mayor T. Rampersaud

Seconded by: Councillor A. LeBlanc

That Councillor John Coughlan be nominated as Deputy Mayor for a one year term effective immediately.

Mayor Seamans expressed her appreciation for the fantastic work carried out by Deputy Mayor Rampersaud over the past year during her role as Deputy Mayor.

Deputy Mayor Rampersaud stated that it has been an honour and a pleasure to act in this capacity.

Motion Carried

Mayor Seamans congratulated Deputy Mayor Coughlan on his new role.

12. COUNCIL STATEMENTS/INQUIRIES

Councillor Cassista remarked that recently she and her colleagues, Mayor Seamans, Councillor Bennett and LeBlanc, had the pleasure of attending the annual Federation of Canadian Municipalities Conference in Quebec City. She provided a brief report to Council.

Mayor Seamans noted that FCM would be sending a written report that can be shared with the other members of Council and staff.

Deputy Mayor Coughlan thanked his fellow councillors for their support in electing him Deputy Mayor. The Town is very fortunate to have a hard working council and one of the hardest working Mayors - ever!

Deputy Mayor Coughlan also noted that he had the pleasure of spending the past 6 days working on the Becca Schofield Play Park. It was an amazing experience and the park is almost complete.

M. Ouellet indicated that on the causeway ramp the stop sign only applies to the left hand lane.

G. Cole confirmed with Councillor Thorne that the Department can look at ways to beautify the single pole (that once held the traffic lights) which is located in the medium of the exit ramp coming off the causeway.

M. Ouellet confirmed with Councillor Thorne that the Traffic Committee could investigate the possibility of a sidewalk on Sussex Avenue. He noted that Sussex

Avenue would be considered a local primary street and has been identified and will be brought up at budget time for consideration.

M. Ouellet confirmed with C. Smith that Sussex Avenue has been included as an additional item for consideration during the review of the updated 10 Year Capital Plan.

C. Smith remarked that when such projects are proposed Council has to consider the long term maintenance as well as the additional responsibilities of the department. Going forward he would like to ensure that there is official criteria for sidewalk installation (infilling) and it will be discussed during the budget deliberations.

Councillor Bennett pointed out that the stop sign at the corner of Welland Street and Cherry Court is turned around.

13. ADJOURNMENT

Moved by: Councillor C. Cassista

Seconded by: Councillor W. Bennett

That the meeting be adjourned at 7:48 p.m.

Motion Carried