



COMMITTEE OF THE WHOLE MEETING

MINUTES

MONDAY, OCTOBER 23, 2017

7:00 P.M.

30 Honour House Court - Council Chambers

Members Present: Deputy Mayor Wayne Bennett
Councillor Lana Hansen
Councillor John Coughlan
Councillor Jeremy Thorne
Councillor Cecile Cassista
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 & Public Works
S. Thomson, Director of Economic Development
T. Finlay, Director of Human Resources
G. Cole, Director of Parks, Recreation and Community Relations
Chief D. Pleau, Fire & Rescue

Regrets: Mayor Ann Seamans

1. CALL TO ORDER

Deputy Mayor Bennett called the meeting to order at 7 p.m.

2. ADOPTION OF THE AGENDA

Moved by: Councillor C. Cassista

Seconded by: Councillor J. Thorne

That the agenda be approved.

Motion Carried

3. DECLARATION OF CONFLICTS OF INTEREST

NIL

4. CORRESPONDENCE

NIL

5. PETITIONS, PRESENTATIONS & DELEGATIONS

a. Presentation by Codiac Regional Policing Authority Treasurer & Finance Committee Chair - Nagesh Jammula and Acting Officer in Charge, Codiac Regional RCMP - Insp. Luc Breton

Proposed 2018 Codiac Regional Policing Authority Budget

N. Jammula indicated that he was the Treasurer. He was accompanied by Charles Savoie; Director of Strategic Planning & Support Service, Police Insp. Luc Breton, Debbie Hathoway; Financial Administrator, and Ross MacKay, the Town's liaison. N. Jammula highlighted the variances over the 2017 budget and proposed a normalized budget for 2018 of \$29,860,330.

C. Savoie took the members of Council through a Power Point presentation. He outlined the staffing changes and increase to front line policing (total staff in 2017 = 221 in 2018 = 229.5). C. Savoie noted that there is a move toward civilianization which will see the replacement of some members with municipal employees and core commissionaires who will essentially be doing the same job at a lesser cost.

Acting Officer in Charge, Insp. Luc Breton touched on future considerations. These included a new detachment with a projected completion date of 2020. New Labour Relations Framework as a decision from the Supreme Court of Canada has allowed members of the RCMP to exercise their right to collective bargaining; new Marijuana Legislation - in preparation of legislative change it is necessary to allow for the purchase of drug screening devices and training in order to be prepared. It is expected that the legislation will be in place by summer of 2018; National Security Incidents (NSCS) and Outlaw Motor Cycle Gangs - the Codiac RCMP continue to partner with Federal RCMP units as part of an enhanced intelligence framework that allows the sharing of information resulting in the identifications of individuals involved with criminal activity including serious and organized crime.

C. Savoie confirmed with Councillor Cassista that the RFP was narrowed down to 3 proponents each of whom have their own land. At the moment its details remain a confidential issue.

Councillor Cassista remarked that she appreciates the confidentiality issue but at some point would like to know more particulars.

C. Savoie confirmed with Councillor Cassista the concept of civilianization wherein Codiac will utilize municipal employees and/or core commissionaires to do some of the policing work at a lower cost than a regular member. He confirmed that the compliment of regular members is at 139 and will remain so. C. Savoie also confirmed that the cost for a drug screening device is approximately \$20,000 plus associated training.

C. Smith commented that certain criteria was established with respect to the location of the new RCMP detachment. For example the building is required to be within a certain radius from the court house. He pointed out that the Town does have a liaison on the Policing Authority Board, and Council will get further information as we continue in this process.

C. Smith also commented that the DivAdm numbers are really not a locally controllable item as this would be dictated nationally. While there are still going to be 139 members (serving Moncton Riverview and Dieppe), regular members are not going in to the office performing

administration jobs. This work would be carried out by municipal staff. In turn, this would mean more visible presence in the community on the streets. Members would not be tied up doing paperwork generated by the work they perform on the streets.

Insp. Luc Breton confirmed with Councillor Thorne that he will remain as a policing liaison. It is a shared duty among the three communities as he is assigned zones in all tri-communities. In regard to the question posed by Councillor Thorne relating to response time, Insp. Breton commented that each community has assigned zones with members assigned to each zone. Response time may vary depending on what else is going on in a particular zone or if there is activity in another zone that requires officers to be utilized from the other zones.

C. Savoie confirmed with Councillor Rampersaud that part of the Strategy Action plan concerning the Labour Board takes into consideration "civilianization".

C. Savoie confirmed with Deputy Mayor Bennett that the civilian members will be phased out as of April 2018. There will be three types of employees - regular, municipal and core commissionaires - all of which will eventually become unionized. The civilian members will become public service employees.

Deputy Mayor Bennett indicated that he would like to have a meeting as some members of Council feel we need more attention in our community. Insp. Breton directed Deputy Mayor to contact him to set up a meeting.

b. Presentation by Craig Winsor, President

Tri-County Ground Search & Rescue - Update on Command Post & Trailer

D. Winsor remarked that the Tri-County Search and Rescue have been operating for the past 30 years. Their operations cover the counties of Kent, Westmorland and Albert. Tri-County Search and Rescue is comprised of volunteers and operate on an annual budget of \$15,000. The focus of the group is to look for lost or missing person; conduct urban searches, evidence searches, when asked to do so and also provide

awareness programs such as Adventure Smart. D. Windsor indicated that they are always looking for new volunteers and are in definite need of a permanent home! He indicated that the group currently operates out of a truck and trailer. Tri-County Ground Search & Rescue are looking for financial assistance.

D. Windsor confirmed with Councillor Thorne that the Town, in the past, has contributed financially in the form of an annual grant. In 2017 the sum of \$1,500 was awarded to the group by the Town.

D. Winsor confirmed with Councillor Cassista that they currently have 45 volunteers but are always trying to recruit new volunteers. He pointed out that all volunteers have regular jobs and not all are able to respond to a search if working their regular jobs. Each volunteer receives a minimum of 4 days training but there is also specialized training for some of the other positions.

D. Winsor confirmed with Deputy Mayor Bennett that if the RCMP utilize their services the Tri-County Search and Rescue could bill back the RCMP for expenses that they incurred. D. Winsor also confirmed with Deputy Mayor Bennett that they will be seeking a grant this year from the RCMP.

c. Presentation by Greg O'Brien, P. Eng. - Atlantic Practice Manager, Traffic Engineering & Transportation Planning - WSP

Proposal - Pine Glen/Pinewood Roundabout

Gunningsville Intersection

M. Ouellet noted that the Traffic Committee as well as the Engineering Department has been reviewing a number of traffic patterns and solutions. Thus the review of the implementation of roundabouts was considered. One such preferred location would be Pine Glen & Pinewood as there is now a considerable amount of east/west travelling traffic due to the Clayton Developments and its connection to Gunningsville Boulevard. M. Ouellet introduced Greg O'Brien who sits on the Town's Traffic Committee and is a senior traffic engineer with WSP.

Greg O'Brien outlined the basis of a roundabout. He remarked that roundabouts have become a common tool for engineers to implement to

solve certain traffic situations which would improve safety and operations. Roundabouts are designed to reduce congestion as traffic yields as opposed to coming to a stop. The reduced speeds in a roundabout decrease the amount of collisions and the severity of collisions. Roundabouts have 75% fewer accidents. G. O'Brien indicated that traffic volumes at Pine Glen & Pinewood have been reviewed. This particular location would be ideal to introduce this type of feature for the first time in Riverview. Their analysis indicates a single lane roundabout would be sufficient. He has provided a preliminary design outlining what it would look like and how much land would be required. In this proposal the Town would need to acquire land, relocate a driveway, utility poles and antique fire hose. It would also require crosswalks at four sections.

Councillor Rampersaud indicated that she is pleased with the proposal. The intersection is very busy and becoming more so and a roundabout would be a safe option.

G. O'Brien confirmed with Councillor Rampersaud that overhead crosswalk lights are typically for a multi-lane road.

M. Ouellet confirmed with Councillor Rampersaud that if the concept is approved land acquisition would be part of the next step in the process.

M. Ouellet confirmed with Councillor LeBlanc that he had included funds in the 2018 budget for land acquisition and moving of the utility wires/poles of \$100,000 and a further \$500,000 in 2019 for construction. He noted that four intersections have been considered for this concept - Coverdale @ Trites; Trites @ Whitepine, Emmerly @ Sawgrass; and Pine Glen @ Pinewood. M. Ouellet indicated that the time is right to introduce a roundabout in Riverview and it is the right fit for Pine Glen at Pinewood. It provides the opportunity for motorists to become accustomed to a roundabout and allow motorists to gain experience in a simple setting. He did point out it is more expensive to do a retrofit such as Pine Glen @ Pinewood but less expensive when the roundabout is incorporated from the onset. M. Ouellet indicated that he was able to include it in the Engineering & Works proposed 2018 budget with the same bottom line by adjusting other projects.

G. O'Brien commented that it would be important to make provisions to acquire the necessary land, if not now, then for the future if Council moves forward with the proposed roundabout design for this location.

Chief Pleau confirmed with Councillor Hansen that from the department's perspective a roundabout might actually be safer but he does have concerns regarding cars coming off Pine Glen but would work with Engineering & Public Works Department to see whether it would be an issue.

M. Ouellet confirmed with Councillor Thorne that the Engineering Department has been keeping an eye on these four locations. He is coming forward at this point to determine if this is the direction that Council would like to pursue.

M. Ouellet confirmed with Councillor Thorne that the Pine Glen @ Pinewood location would be the ideal introduction to a roundabout for motorists in a simple setting (ie. single lane). M. Ouellet indicated that it does not mean the other areas would be eliminated but rather the department has alternative solutions in mind for these other locations. He suggested that the Trites @ Whitepine location has too many kids as well as too many cars along with other considerations which have to be taken into account. He suggested that particular area is complex to introduce the new concept of a roundabout.

C. Smith confirmed with Deputy Mayor Bennett that the proposed roundabout is not in the 10 year plan. He noted that during the 2017 budget process it was raised that it could be contemplated in the future. C. Smith remarked that Council is not expected to make a decision but staff wanted Council's reaction. Staff wanted to provide the background information in advance of the budget deliberations as staff would not be able to give this much detail during budget deliberations.

C. Smith confirmed with Councillor Cassista that this project would not apply for designated highway funding as it is a municipal street but that does not mean that staff would not look to see other types of funding.

Greg O'Brien moved onto the second presentation regarding Gunningsville Boulevard at the Coverdale Road/Hillsborough Road intersection. He

noted that the north approach of the intersection (Gunningsville Bridge) serves as one of two links across the Petitcodiac River. As a significant intersection it is one of the busiest in the Town. Currently this intersection experiences long delays and queues that approach or exceed capacity. In anticipation of the impending closure of the causeway, Town staff wanted to review what could be done to improve traffic flow and accommodate future growth in the network. The overall area was reviewed and improvements to the signalized intersection being proposed are to install a second left turn lane for the east bound (Coverdale Road) approach; install a second receiving lane north of the intersection (to the bridge); remove right-turn receiving lane west of the intersection and convert right turn movements from the bridge to Coverdale Road to yield control; install a second north bound through lane and convert the right turn movement from Hillsborough Road to the bridge to yield control; install a second left turn lane for south bound approach; install a second receiving lane east of the intersection (Hillsborough Road) and modify the signal timings to accommodate the new configuration.

G. O'Brien touched on the consideration of a future Bridgedale Boulevard which proposes a new east-west roadway to alleviate the traffic on Hillsborough Road; traffic to be redistributed and access to the bridge via Bridgedale Boulevard. He outlined potential alignments and connections.

He concluded the presentation with a summary outlining two options - Option 1 - Improvements to Signalized Intersection; and Option 2 Multi-lane roundabout. He indicated that the projected design volumes used in the (Level of Service) analysis shows operational improvements at the intersection. The addition of the Bridgedale Boulevard connection will improve the operations at the intersection, due to the traffic pattern changes to currently lower volume movements. The design is currently underway with planned construction in 2018.

The members of Council expressed a number of concerns regarding the proposed changes and its impact on the residents, especially those in the east. Such changes would need to be effectively communicated to the residents in order for them to be able to voice their opinions.

Regarding east of River Crest Avenue staff does anticipate challenges with the merging of the two lanes. M. Ouellet indicated that options are being explored - perhaps take back the left bound lane and give back to east bound lane and the merge would occur around Hillview. It is not a very long queue and some refinements in the design would be required.

M. Ouellet commented that this proposal is being brought forward now in anticipation of the causeway closure. The closure will have a serious impact on traffic flow. However, with the implementation of the proposed improvements it will operate the same today as during the closure (4-6 months) period.

Councillor Hansen pointed out that the construction at the sewage treatment plant will also be ongoing. She does not want the Town's plans to be a surprise to the residents. The residents need to have a clear picture as to what is happening, and why it is happening. Effective communication is key in this issue.

C. Smith reported that this got geared up because the Province made the decision to do the causeway project. The Town was not consulted in this project and it is definitely going to create some additional traffic congestion in 2018 in order to be ready for 2020.

M. Ouellet commented that this project might be a candidate for work done at night. He noted that the intersection is wide and there might be a way to work on one side and deviate traffic to the other side. He also pointed out that timing is an issue (whether to proceed during school season or tourist season). He indicated that he will try and keep Council up to date as we move forward in the process. He hopes to go to tender as soon as possible after the 2018 budget has been approved by Council.

M. Ouellet confirmed with Councillor Thorne that it is hoped that the project would go to tender early in the spring and the length of construction of the project would be approximately 8 weeks.

Deputy Mayor Bennett noted that unfortunately the Town is faced with these issues as a result of the imposed work to the causeway. The Town will have to come up with a solution and not everyone is going to be happy.

6. EXTERNAL REPORTS

a. Building Permit Reports - September 2017

Report accepted as presented.

b. Building Development Activity Report - September 2017

Report accepted as presented.

S. Thomson confirmed with Councillor Cassista that the Fairways development is ongoing which will mean more tentative plans being brought forward.

c. Animal Control Reports - September 2017

Report accepted as presented.

C. Smith confirmed with Councillor Cassista that she is correct the fines for cats and dogs have doubled from last year to this year. The reason being that the Town utilized the services of the S.P.C.A. for a portion of the year in 2016. This year is a true reflection of having an active Animal Control Officer contracted by the Town.

The Town Clerk pointed out that the fines are in reference to animals at large. She reiterated that the increase is because the S.P.C.A. did not issue fines like the Animal Control officer is doing now. Normally, a warning is issued the first time the animal is caught at large. However, if the animal is picked up on more than one occasion usually a fine is levied.

The Town Clerk confirmed with Councillor Thorne that the ratio of complaints to fines may vary due to the fact that some of the animals picked up "at large" may be first time offences whereby a warning would be issued as opposed to a fine.

Councillor Thorne inquired whether it would be possible to receive a breakdown of how many pet owners were fined after warnings as well as the number of repeat offenses.

d. Codiac RCMP Update

Report accepted as presented.

7. DEPARTMENTAL REPORTS

a. Administration Department

7.a.1 Administration Report for the months of October, 2017

Report accepted as presented.

C. Smith raised one item not contained in the report which pertains to a signage issue. It is something that is being reviewed and will come back to Council in the future. He pointed out that a new trend has emerged with respect to signage that has popped up along the Riverfront Trail. According the town's by-laws it is not permitted to have commercial signs along the Riverfront Trail. However, various types of signs have appeared for registration for sporting groups which now seems to have extended to non-profits using this space. He remarked that there is an unwritten rule that things are not to go along the Riverfront Park. C. Smith indicated that staff will have to review and reaffirm what our practice is and bring back to a future meeting.

7.a.2 By-Law Enforcement Update

Report accepted as presented.

b. Finance Department

7.b.1 Finance Report for the month of October, 2017

R. Higson was pleased to report that due to the diligence of the Finance staff, the outstanding water and sewer accounts have been reduced by \$15,000. He noted that it is unfortunate that the Town does not really see any results until the issuance of "red cards" to its delinquent customers which prompts them into action.

Councillor Cassista was happy to see the debt ratio has remained at the status quo.

R. Higson confirmed that the debt ratio was determined by Council during the last budget deliberations. It will remain as is until the 2018 budget is deliberated. He noted that the debt ratio is partially driven by capital projects which require capital borrowing. He cautioned Council that they must carefully review its ten year capital plan and prioritize projects in order to ensure the debt ratio does not increase over time.

R. Higson also confirmed with Councillor Cassista that in the past the Town has exceeded the 20% ratio which was approved by the Province. However, when exceeding the maximum 20% Provincial guideline it is necessary to demonstrate that there is a need to exceed the acceptable limit and provide a plan showing how the debt ratio will be decreased over time.

7.b.2 TransAqua Service Agreement

Moved by: Councillor T. Rampersaud

Seconded by: Councillor J. Coughlan

That the Committee of the Whole recommend to Town Council to support the staff recommendation to accept the proposed Cost Recovery Sub-Agreement between the City of Moncton, the City of Dieppe and the Town of Riverview and the Greater Moncton Wastewater Corporation and that the Mayor and Town Clerk be authorized to sign all related documentation.

Motion Carried

Councillor Cassista sought clarification as it would appear that Moncton is paying less under the new agreement.

R. Higson suggested that there are a lot of moving parts to this agreement. Staff from the tri-communities have been working on a service agreement for the past two years. When they began the review it was discovered that Moncton was not following its own by-law (for commercial customers) and was charging its commercial customers different than their by-law required. This resulted in

them contributing more to TransAqua than required by their by-law. Therefore Moncton felt that they were paying more of a share. This particular budget item is a flow through model in terms that the amount collected is passed directly onto TransAqua. He remarked that because Moncton is paying less it would translate into a shortfall for TransAqua. The municipalities and TransAqua determined that any shortfall wouldn't be the responsibility of TransAqua as it would impact their current cash flows needed to meet their capital plan. Since TransAqua was not willing to reduce their budget a compromise was reached so that the cost sharing formula would be phased in over two years.

C. Smith remarked that there was some confusion at the Tri-Community meeting over this issue. In the end the phased in approach has taken place in order for TransAqua to meet their projected budget. Since the Town of Riverview signed off with the Federal government when we endorsed this project, we will be held accountable for any increase in costs associated with the rates. He also noted that the commitment was made that the residential rate was not going to move and the only other option would be to increase the sewage treatment rate.

Councillor LeBlanc concurred that our hands are tied. We are getting a rate increase one way or another. However, he wanted to ensure that Town staff keep an ongoing dialogue so that no one is in this situation again in the future.

R. Higson remarked because of the new governance model where the three municipalities will get together to review the budget, this scenario will not reoccur.

c. Engineering & Works

7.c.1 Report for the month of October, 2017

Report accepted as presented.

d. Fire Department

7.d.1 Fire Department Report for the month of September, 2017

Chief Pleau was pleased to report that the Open House at Riverview Fire & Rescue which took place on October 14th met with great success. The open house was held in conjunction with Fire Prevention Week which saw between 800 - 1000 visitors on site. The Smoke Detector campaign was also embarked whereby firefighters visited approximately 340 homes to test the detectors which revealed over 80% operational. They also visited a number of local schools and handed out colouring books which focused on how to make a Fire Escape Plan.

Report accepted as presented.

e. Parks, Recreation and Community Relations

7.e.1 Parks & Recreation Report for the month of October, 2017

Report accepted as presented.

G. Cole announced that the Provincial Recreation Department contacted him to inform us that the Town of Riverview has been selected as the 2017 recipient of the RNB Award of Merit for our work with HIGH FIVE. The award ceremony was held at the Crowne Plaza in Fredericton on October 19th. He expressed his appreciation to Councillor Rampersaud who travelled to Fredericton to accept the award on behalf of the Town of Riverview. He pointed out that as the recipient of this award, the Town would also qualify for a Canadian Parks and Recreation Association National Award of Merit.

He indicated that the **HIGH FIVE** is Canada's quality standard for children's programs. Before **HIGH FIVE**, no standard existed and there was a clear need for an innovative approach to help organizations enhance program quality and provide positive experiences for children, which would remain with them for a lifetime. He pointed out that the Town conducts evaluations of our children's programs (ages 6-12) using the QUEST 2 evaluation tool

and we have one in-house trainer. This past summer, 40 of our program staff participated in “Super Hero Training” offered by Recreation NB, Physical Literacy NB & Coach NB. It included a Fundamental Movement Skills Workshop, Physical Literacy Workshop and HIGH FIVE Sport. This was the largest workshop held province wide. G. Cole was pleased to report that recently the Town was featured in the HIGH FIVE national update as a success story as the Town has taken a major leadership role in training our leaders to help children connect with nature (A National Recreation Framework priority).

G. Cole thanked his staff at Parks & Rec for their continued dedication and hard work for the citizens of Riverview.

Deputy Mayor Bennett suggested that this information should be shared with the public.

Councillor Rampersaud stated that it was an honour to accept the award on behalf of the Town. She emphasized that Riverview has an amazing staff and it was very much evident at the event that Riverview is highly respected for their advancements in the HIGH FIVE principles. She noted that it was unusual that a municipality won the award. As the recipient of this award it qualifies the Town of the national award!

G. Cole confirmed with Councillor Thorne that the department focuses upon facilitating groups and organizations to implement community based programming, and he will continue to investigate the possibility of offering prenatal swimming classes. He also confirmed that the Lions Pool will continue to be open for the 2018 summer season.

G. Cole confirmed with Councillor Hansen that the Town was encouraged through the NB Trails Council to submit a grant through Keen Footwear, which has a grant program in place to a maximum of \$5,000. That application has been submitted for the erection of associated signage at Winter Wonderland Park. The final decision is forthcoming.

f. Business/Economic Development

7.f.1 Business/Economic Development Report for the month of October, 2017

Report accepted as presented.

S. Thomson indicated that he would be meeting with Urban Planning to review the surveys regarding the signage by-law. Council will see a report in the near future.

S. Thomson confirmed with Councillor Thorne that the Shipping Container Café is slightly behind schedule for various reasons but the goal is to have it opened by the Mayor's Light Up Riverview event.

g. Human Resources

7.g.1 Human Resources Report for the month of October, 2017

T. Finlay noted that the Town had recently advertised for the position of Clerk Receptionist at the Aquatic Centre. She was pleased to report that a candidate has been selected and accepted the temporary position for 6-8 months. The Town is also currently seeking to employ two lifeguards.

Report accepted as presented.

8. OTHER BUSINESS

NIL

9. COUNCIL STATEMENTS/INQUIRIES

Councillor Rampersaud stated that it was nice to see the Town represented at the recent Education Fair that was held at the Moncton Coliseum.

Councillor Rampersaud extended her appreciation to the departments of Fire & Rescue, Parks & Recreation and Engineering & Works for the role they played in the P.A.R.T.Y program which took place at the RHS. Grade twelve students

were encouraged to participate in the Prevent Alcohol and Risk-Related Trauma (P.A.R.T.Y) Program. This dynamic program involved a graphic on-site automobile crash re-enactment followed by interactive sessions with community volunteers such as paramedics, police and firefighters. Powerful discussions with a legal expert and injury survivor exposed students to consequences associated with common risk-taking behaviours to help change the perception of risk. She noted that it was an amazing collaboration put on by Horizon Health.

Councillor Cassista thanked staff for arranging for Codiak Transpo to showcase the new bus which began its run at 6:15 a.m. this morning. Councillor Cassista noted that Councillors Rampersaud and Coughlan joined the ride and greeted patrons along the way with cookies.

Councillor Thorne expressed his appreciation to Deputy Mayor Bennett for chairing the meeting.

10. ADJOURNMENT

Moved by: Councillor A. LeBlanc

Seconded by: Councillor C. Cassista

That the meeting be adjourned at 9:31 p.m.

Motion Carried