



REGULAR MEETING OF COUNCIL MINUTES

Tuesday, November 14, 2017

7:00 p.m.

30 Honour House Court - Council Chambers

Members Present: Mayor Ann Seamans

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

R. Higson, Director of Finance

S. Thomson, Director of Economic Development

T. Finlay, Director of Human Resources

G. Cole, Director of Parks, Recreation and Community Relations

D. Pleau, Chief, Fire and Rescue

R. Gauvin, Executive Administrative Assistant

Regrets:

D. Richard, Deputy Clerk

M. Ouellet, Director of Engineering & Public Works

Others:

Sebastien Arcand, Senior Planner, Urban Planning

Martin Gordon, Senior Vice President, Opus International

1. CALL TO ORDER

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

2. ADOPTION OF THE AGENDA

Mayor Seamans noted Item 7 a. would be moved forward in the agenda and presented after Item 3.

Moved by: Councillor T. Rampersaud

Seconded by: Councillor J. Coughlan

That the agenda for the Regular Council Meeting of November 14, 2017 be approved as amended.

Motion Carried

3. DECLARATION OF CONFLICTS OF INTEREST

NIL

7. PETITIONS, PRESENTATIONS & DELEGATION

a. Medal Presentation by Chief Pleau

Chief Pleau introduced former volunteer firefighter Captain Trevor Copp and mentioned Trevor had been with the Riverview Fire & Rescue department since 1992 until his departure this year. The New Brunswick Fire Service long service medal is awarded to a fire service member who has been involved in firefighting, fire prevention and fire investigations for 25 years or more for their courageous and faithful service to the citizens of New Brunswick.

Mayor Seamans presented former volunteer firefighter Captain Trevor Copp with the New Brunswick Fire Service long service medal and thanked him for his many years of service and dedication.

4. ADOPTION OF THE MINUTES

a. Regular Council Meeting - October 10, 2017

Moved by: Councillor J. Thorne

Seconded by: Deputy Mayor W. Bennett

That the minutes of the Regular Council Meeting of October 10, 2017 be adopted as presented.

Motion Carried

b. Committee of the Whole Meeting - October 23, 2017

Moved by: Councillor J. Coughlan

Seconded by: Councillor T. Rampersaud

That the minutes of the Committee of the Whole Meeting of October 23, 2017 be adopted as presented.

Motion Carried

c. Committee of the Whole Meeting - October 25, 2017

Moved by: Deputy Mayor W. Bennett

Seconded by: Councillor T. Rampersaud

That the minutes of the Committee of the Whole Meeting of October 25, 2017 be adopted as presented.

Motion Carried

5. BUSINESS ARISING FROM THE MINUTES

a. Presentation by Councillor Andrew LeBlanc

Report on Live Streaming

Councillor LeBlanc noted the Civic Engagement Committee was tasked with bringing forward a proposal on live streaming primarily for Riverview Town Council meetings or for any other events that might take place in Council Chambers.

This item was discussed in the 2017 budget deliberations and at that time Council requested further information on the project before consideration for approval would be given and the item was deferred.

The committee was asked to research other communities who offer live streaming and determine how effective the service is and what options exist. The committee conducted surveys of other communities using live streaming services across Canada and all the municipalities that were contacted found value in the service. Councillor LeBlanc noted despite the differences in terms of investment, staffing resources, visual quality of the broadcast, accessibility across platforms, and in viewership, each municipality counted its live streaming service among the most effective tool to engage citizens in the democratic process and to increase transparency in their community.

Councillor LeBlanc remarked the Committee is bringing forward a request of \$28,000 to be included in the 2018 budget for live streaming. He noted Council will still have the opportunity to review and deliberate this item through the budget process and can decide whether this item is brought forward in the 2018 budget. It is important to note that even if Council approves the inclusion of this item in the budget, the Town would still go through the RFP process in 2018.

Councillor LeBlanc confirmed with Councillor Cassista that the City of Dieppe had been consulted with regard to the service provider they were using, which the Town had also approached about the live-streaming service they offered. However, the service provider informed us their service is being scaled down province wide and will not be taking on any new clients. As well, the service provider would not be able to accommodate both municipalities since the City of Dieppe council meetings occur on the same night as the Town.

C. Smith confirmed with Councillor Cassista discussion would have to occur during budget deliberations if there is an agreement to proceed to have someone operate the system, it would have to be factored into the budget.

Councillor LeBlanc confirmed with Councillor Rampersaud it is an \$8,000 annual cost to have the video integrated into the agenda management software system and rates may change in the future but not at the moment. Also, maintenance costs of the hardware may occur but nothing that was noted as alarming.

A. Crummey confirmed with Deputy Mayor Bennett that the majority of communities in New Brunswick are using either the service providers Rogers or Eastlink and therefore the committee did not have many comparisons to make. The City of Sackville was contacted and they indicated their council meetings are only recorded and do not live stream.

Councillor LeBlanc confirmed with Deputy Mayor Bennett that not all communities had the means to track the analytical data with regard to how many people viewed the videos, but most communities noted that viewership increased after the meetings had concluded. The committee has discussed that one of the requirements to be included in the RFP would be to measure viewership both during live streaming and after the meeting.

Mayor Seamans noted this item would be further discussed during budget deliberations.

6. CORRESPONDENCE

a. Sebastien Arcand - Urban Planning

Introduce a Zoning By-Law Change (text amendment) & set meeting down for Public Hearing

S. Arcand noted staff had received an application on behalf of a developer to modify the text of the Zoning by-law as it relates to the design standards for compact single family dwellings. Mr. Arcand mentioned a last-minute item was added to the report for Council's consideration.

S. Arcand remarked a few issues have arisen with the same development in terms of side-yard setbacks of what is allowed in the zoning by-law and the design of the buildings.

Therefore, discussions took place with the developer and building inspection department to look at different options such as if a setback modification would be required on the side yard or is it more a building design. Since these are more modern buildings, they do not offer the same options as more traditional designs.

S. Arcand indicated while going through the process, a few more discussions will occur between the developer and the building inspection department where they will look at side yards. If there are any qualms to modify, the information will be brought forward to Council at the Public Hearing meeting.

S. Arcand said no changes may be required, but this is the opportune time to address this issue since it is going through the review process. An updated resolution has been sent to the Town Clerk and he recommends that first reading of By-law 300-6-12 not be conducted at this meeting but have the reading done at a future meeting once there is a better idea of what is required or not.

S. Arcand confirmed with Councillor Cassista that originally the developer indicated the units would be built with garages but because the dwellings are narrow, they did not want the garage to take up too much of the street façade and not have enough design features. In the new design, they have provided an accent wall and some decorative designs that bring up the aesthetics of the garage.

Moved by: Councillor A. LeBlanc

Seconded by: Councillor C. Cassista

WHEREAS Riverview Town Council intends to amend its Zoning By-law 300-6, by considering the following amendments:

- *By-law 300-6-12 is a text amendment to change the design requirements under subsection 91.1 – Single unit dwelling with a compact lot configuration.*
- *That additional changes to building side yard setbacks be further explored in By-law 300-6-12.*

BE IT RESOLVED THAT:

1. *A public hearing be scheduled for January 8, 2018 in Council Chambers at Town Hall at 6:30 pm; and further that*
2. *Amending By-law 300-6-12 be referred to the Planning Advisory Committee for their written views.*

Motion Carried

7. PETITIONS, PRESENTATIONS & DELEGATION

b. Presentation by Martin Gordon, Opus International

Review of Asset Management Plan

R. Higson introduced Martin Gordon who is Senior Vice President with Opus International in the Fredericton office. The Town has been working with the consultants on the asset management plan for over a year.

M. Gordon presented Council with a brief description of what is asset management and why it is important to have an asset management plan in place. He noted asset management is more of a process and a way of running your business, not just a plan. He also was impressed to note how the Town already had an articulated clear vision of what the Town wants to become in the future.

He remarked the infrastructure lifecycles of municipal assets is important to be aware of for the operations and maintenance of those infrastructures as it will influence long-term outcomes and costs. Asset management must align with the goals and objectives of the municipality.

M. Gordon then described Riverview's proposed asset management strategic plan and the scope of the Town's planning for the future. He noted that within the plan there are a number of improvement actions in order to align with the municipality and community's expectations and targets.

M. Gordon confirmed with Councillor Cassista that a draft policy has been prepared within the project and will be presented to Council for review. The policy is one of the key documents that is meant to provide framing between Council and staff on how decisions will be made in the future on infrastructure.

M. Gordon said workshops were done with staff as they are aware of what decisions and best practices to implement on infrastructure for this Council and other councils moving forward. Communication with the public and public consultation is very important to make the community aware of what the service level options are now and in the future.

R. Higson noted a comprehensive draft policy has been prepared along with the detailed draft asset management plan report which will be presented to Council in the near future for review.

Councillor Rampersaud thanked staff and the consultants on the work well done on the proposed asset management plan.

8. RECOMMENDATIONS FROM COMMITTEE OF THE WHOLE

a. Trans Aqua Service Agreement

Moved by: Councillor J. Coughlan

Seconded by: Councillor J. Thorne

That Riverview Town Council 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

9. BY-LAWS

a. By-Law 200-35

CAO By-Law - Second Reading, by section only, and third reading, by title only

Moved by: Councillor T. Rampersaud

Seconded by: Deputy Mayor W. Bennett

That leave be given to introduce second reading, by section only, and third reading, by title only, of By-Law 200-35, A By-Law Concerning the Chief Administrative Officer.

Motion Carried

Moved by: Councillor T. Rampersaud

Seconded by: Councillor C. Cassista

That second reading, by section only, be given to By-Law 200-35, A By-Law Concerning the Chief Administrative Officer.

Purpose

Title

Definition

Application
General
Roles and Responsibilities
Absence of the Chief Administrative Officer

Motion Carried

Moved by: Councillor T. Rampersaud
Seconded by: Councillor C. Cassista

That third reading, by title only, be given to By-Law 200-35, A By-Law Concerning the Chief Administrative Officer.

Motion Carried

b. By-Law 300-6-12

A By-Law in Amendment to Town of Riverview Zoning By-Law 300-6 - First Reading, by title only,

Moved by: Councillor L. Hansen
Seconded by: Councillor C. Cassista

That Riverview Town Council postpone Item 9 b. to a future meeting when more information has been received from Urban Planning.

Motion Carried

10. NOTICE OF MOTION

NIL

11. NEW BUSINESS

a. Grant Report - November 2017

Moved by: Councillor J. Coughlan
Seconded by: Councillor C. Cassista

That Riverview Town Council award a grant in the amount of \$500.00 to the HeArt for Hospice Fundraiser taking place on December 14, 2017.

Motion Carried

Moved by: Councillor C. Cassista

Seconded by: Councillor L. Hansen

That Riverview Town Council deny the request for financial support for the Imagination Library.

Nay Vote: Councillor T. Rampersaud

Motion Carried

b. Award of RFP - Accessible Transportation Services

C. Smith confirmed with Councillor Coughlan that the contract had come up for renewal and Wheels on Wheels has been the provider of this service basically since the inception of the service. The tender was publicly advertised and only one bid was received, which was from Wheels on Wheels.

Moved by: Deputy Mayor W. Bennett

Seconded by: Councillor C. Cassista

The Riverview Town Council accept the staff recommendation that the Town of Riverview enter into an agreement with Wheels on Wheels Inc. to provide Accessible Transportation Services for eligible residents in the Town of Riverview and that the Mayor and Town Clerk be authorized to execute all related documents.

Said agreement is for a period of three (3) years, commencing on the 1st day of January, 2018 and concluding on the 31st day of December, 2020.

Motion Carried

c. Byron Dobson Upgrades - Phase 2

Moved by: Councillor T. Rampersaud

Seconded by: Councillor Jeremy Thorne

That Council approve that the Town authorize MCW Maricor to proceed with the necessary design and tender development work required for Phase 2 of the Byron Dobson Project so that tender documents can be prepared for early in 2018 so that the potential construction phase of this project can be scheduled to have no or limited impact on the 2018 fall/winter programming season of the

Byron Dobson Arena. The funds for the 2017 Lower Rink Dehumidification Project to be reallocated to cover the costs of this work.

Motion Carried

**d. Release related to Town of Riverview Recreational Lands -
PID #006678899**

C. Smith confirmed with Councillor Thorne that the Town cannot at present guarantee if the cost would be the same in the future since the Town does not know when the work would be required to be done. The province is giving the Town the option to either accept the cash value or do the work. The province is obligated to do the work, but if the Town takes the risk, it might cost the Town more in the future.

Moved by: Councillor J. Coughlan

Seconded by: Councillor C. Cassista

That Riverview Town Council give direction to the Mayor and Town Clerk to sign the release and indemnity agreement with the Province of New Brunswick related to their Stage 2 Follow up Program for the Recreational Lands (PID 006678899) so the \$150,000 could be reallocated to other Town infrastructure priorities.

Nay Vote: Councillor J. Thorne

Motion Carried

e. Cannabis - Provincial Retail Program

S. Thomson confirmed with Councillor Cassista he understands that letters were sent out by the RCMP to all the medical marijuana dispensaries. He noted that at least 4 developers in Riverview are proposing projects. It was determined that 3 retail outlets would be located in the Greater Moncton area with the chance of one being located in Riverview.

C. Smith mentioned since the province has rolled out this program and there are multiple developers applying, we wanted Council to be aware of this information.

12. COUNCIL STATEMENTS/INQUIRIES

Deputy Mayor Bennett passed along congratulations to the Parks and Recreation department from residents who have spoken to him about how they enjoy walking on the trails in the Mill Creek Park area.

G. Cole noted the trails are not completely finished as of yet as some equipment was damaged on the weekend by vandals. The RCMP is working with staff to identify the vandals on camera.

13. ADJOURNMENT

Moved by: Councillor C. Cassista

Seconded by: Councillor A. LeBlanc

That the meeting be adjourned at 8:35 p.m.

Motion Carried

Ann Seamans, Mayor

Annette Crummey, Town Clerk