



COMMITTEE OF THE WHOLE MEETING MINUTES

Monday, January 22, 2018

30 Honour House Court - Council Chambers

7:00 p.m.

Members Present:

- Mayor Ann Seamans**
- Deputy Mayor Wayne Bennett**
- Councillor Lana Hansen**
- Councillor John Coughlan**
- Councillor Jeremy Thorne**
- 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**
- D. Pleau, Fire Chief**

Regrets:

- Councillor Cecile Cassista**

1. CALL TO ORDER

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

2. ADOPTION OF THE AGENDA

Moved by: Councillor J. Thorne

Seconded by: Councillor J. Coughlan

That the agenda for the Committee of the Whole meeting for January 22, 2018 be approved.

Motion Carried

3. DECLARATION OF CONFLICTS OF INTEREST

NIL

4. CORRESPONDENCE

NIL

5. PETITIONS, PRESENTATIONS & DELEGATIONS

a. Art Procurement 2017 Selection

Mayor Seamans provided background as to the creation of the Art Procurement Jury. This year's Committee is comprised of Riverview residents -Mike Molnar, Alison Davidson and Beth Sather as well as Town of Riverview staff, Annette Crummey and Paulette Tingley. The Committee had the pleasure of selecting the first pieces of artwork to be hung in Town Hall. Three pieces of art were purchased from local artists. The selections included work by Shannon Williams entitled *Adrift*; Lee Anne Gibson entitled *Amish Wonder*; and Ruth Smith entitled *My Pansy Patch*.

Mayor Seamans expressed her appreciation to the Committee and was very pleased to personally welcome them as well as the artists to Council Chambers. It was noted that there will be an open call for submissions for 2018 purchasing which will be conducted later this year.

b. Presentation by Darlene Taylor, Community Schools Coordinator for Anglophone East School District on behalf of the Moncton Regional Learning Council re the Imagination Library

Darlene Taylor commented that the Moncton Learning Council is extremely grateful for the funds already provided by the Town; however, she noted that Imagination Library program cannot launch the program in the Riverview catchment area without a three year financial commitment.

D. Taylor indicated that Dolly Parton founded the Imaginary Library in 1996. In 2009 the program was developed in the Anglophone East School District, but in only a few schools. The program was funded through the Rotaries and the Moncton Regional Learning Council (MRLC). Focus was placed on areas where accessibility was limited for libraries, shopping, and lower socioeconomic areas. Through extra funding and permission from the Moncton Regional Learning Council, it is currently available to children in 12 of our school catchment areas - hoping soon to be 16 with the Town's partnership.

She stated that because literacy matters it is important to target children before they enter the school system. The Anglophone East School District partnered with Moncton Regional Learning Council because the district does not, through the school district or provincial government, fund for reading material for any child not in the school system. She noted that the MRLC has the means, with help, not only financially, but through the District which has access to data bases for numbers in catchment areas where the 0-4 year old children are. It is important to note that the MRLC does not tutor children younger than 16 years of age. This is their way to achieve a mandate of stimulating early literacy in children from birth to age five. Registration forms available to families through daycares, community centres, health care centres, Talk to Me program and our schools.

D. Taylor indicated that once a catchment area is established every registered child gets a book every month until they reach 5 years of age for free!! This program is an opportunity to reach out to children before they start school. She suggested that if the book is coming in the mail, the chances are higher that the book will get read to the child repeatedly which nurtures creativity and sparks imagination. It has been found that children are not only reading the words but talking about the pictures. It provides an opportunity to engage the kids. After all kids are the future of our community!

D. Taylor remarked that the purpose of the presentation is to obtain a three year financial commitment from the Town. The long term commitment will ensure that once it is launched as a catchment area there will be sufficient funding to provide the books for this period.

Councillor Rampersaud stated that literacy is an important issue and this is a great cause. She noted that D. Taylor had reached out and expressed her appreciation for Council's support. However, one important piece that was being overlooked was the requirement for a three year financial commitment in order to launch the program in Riverview. Councillor Rampersaud inquired whether it would be appropriate to discuss such a commitment at this point.

D. Taylor confirmed with Councillor Thorne that the program hasn't been launched in Riverview because of the requirement for a three-year commitment. If and when this is attained in Riverview, then it will go in all the schools.

Mayor Seamans noted that it would be appropriate to introduce this item as the Committee of the Whole meeting. A motion to recommend to Council would be acceptable.

Moved by: Councillor T. Rampersaud

Seconded by: Deputy Mayor W. Bennett

That the Committee of the Whole recommend to Riverview Town Council to approve a long term financial commitment for a three year

period (beginning in 2019-2021) in the amount of \$500 annually to the Moncton Regional Learning Council in support of the Imagination Library which will allow Riverview to be catchment area for the program.

Motion Carried

c. Presentation by Mike Randall, Member of UW Campaign Cabinet

United Way of Greater Moncton and Southeastern NB - Update on January 2018 Blitz

Mike Randall introduced his colleague Nay Saade. He provided the rationale behind the January Blitz. M. Randall reported that United Way's goal was to reach \$2.5 million and is experiencing a shortfall of \$90,000. He pointed out that the population of the Tri-community has increased 14%. Without reaching the financial goal, it would result in a 30% reduction to the agencies. The requested allocations would have to be adjusted and agencies may not receive the funding required to support the community.

The United Way supports 27 programs by 24 agencies and by reaching the financial goal United Way would be able to ensure that programs offered by these agencies continue. M. Randall noted that there are different ways to support the United Way at this time which include donating on-line or call 858-8600, or organize a special staff event with the proceeds going to United Way. In order to meet the goal he encouraged donating before February 28, 2018.

6. EXTERNAL REPORTS

a. Building Permit Report for the months of November & December, 2017

Taken as information.

b. Building Development Report for the months of November & December, 2017

Taken as information.

c. Animal Control Report for the months of November & December, 2017

Taken as information.

d. Codiac RCMP Report

Supt. Intendant Critchlow provided a brief report. He noted that for the period January 1-7 there were reported 3 crimes against persons; 4 mischief; and 1 theft. This activity represents in Riverview 8% overall calls; Dieppe = 10%; and Moncton = 82%.

He also indicated that for the period January 8-14 there were 3 crimes against persons; 4 thefts (motor vehicle); 4 thefts representing in Riverview 6% of the overall calls; whereas Dieppe = 16%; and Moncton = 78%.

Taken as information

7. DEPARTMENTAL REPORTS

a. Administration Department

7.a.1 Administration Report for the months of December, 2017 & January, 2018

Report accepted as presented.

7.a.2 By-Law Enforcement Update

Taken as information.

b. Finance Department

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

Report accepted as presented.

c. Engineering & Works

7.c.1 Engineering & Public Works Report for the months of December, 2017 & January, 2018

M. Ouellet highlighted a summary of the 2017 water main breaks which was included in the report. He noted that the Town had experienced 24 breaks and replaced over 3 km of cast iron with new PVC pipe. These efforts have resulted in a significant reduction in the amount of breaks. Since the start of the Cast Iron watermain replacement program, the Town has replaced 15.2 km in 11 years. However, there are still 34 km of problematic cast iron water mains to be replaced.

M. Ouellet confirmed with Deputy Mayor Bennett that when the Town resurfaced Whitepine Road it did not undertake the water main renewal. M. Ouellet remarked that Whitepine will eventually have the pipes replaced but would most likely be quite some time before this happens.

M. Ouellet confirmed that Councillor Thorne that the Town is very satisfied with durability of the PVC pipe.

Report accepted as presented.

d. Fire Department

7.d.1 Fire Department Report for the months of November & December, 2017

Reports accepted as presented.

e. Parks, Recreation and Community Relations

7.e.1 Parks & Recreation Report for the months of December, 2017 & January, 2018

G. Cole pointed out a correction to the monthly report. The figure for swimming lessons should reflect a registration of 1,544 and not 2,023. The 2,023 figure represents the number of registrants for all programs at the Pat Crossman Aquatic Center. G. Cole also noted that the Winter Carnival will kick off with the Ignite Riverview fireworks celebration on February 2nd. There are a number of

events and activities planned for Winter Carnival, and he encouraged everyone to get out and participate!

Report accepted as presented.

f. Business/Economic Development

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

S. Thomson highlighted that the "Find Your Gift in Riverview" shopping campaign during the holiday season was a great success. There were 2925 ballots completed representing \$585,000 in spending!

Mayor Seamans noted that the Town will be promoting shopping all year round in Riverview. The campaign was great advertisement for the businesses.

Report accepted as presented.

g. Human Resources

7.g.1 Human Resources Report for the months of December, 2017 & January, 2018

T. Finlay pointed out that the Human Resources Department has been actively promoting the Town. A number of recruitment events have been scheduled including an Student open house which was held on December 28th at Town Hall; January 18th – Moncton High School – Job Fair; January 19th – Riverview High School – Job Fair; January 23rd – Crandall University – Job Fair; January 25th – Universite de Moncton; and January 31st – Mount Allison University.

She noted that the postings for student summer positions are available on-line and the deadline for submission is February 9th. Also a new recruitment incentive are post cards which have

four different catch phrases: Get paid to lead; Get paid to create; Get paid to grow; and Get paid to guide.

Councillor Rampersaud indicated that the post cards are a big hit and have people talking - parents talking!! It is a very positive initiative.

Report accepted as presented.

8. OTHER BUSINESS

a. Strategic Plan Update - 2018 Priorities

C. Smith stated that the staff is maintaining its commitment to update the Strategic Plan. The Plan outlines what the departments are addressing in relation to the 2018 strategic plan. The Report for Council highlights the commitments that are being made. He suggested that if Council would like to see modifications to the plan, he encouraged them to feel free to bring suggestions forward. C. Smith indicated that once finalized the updated 2018 Strategic Plan will be available on the Town's website.

Councillor Coughlan stated that he very much appreciated the report which outlines all the things that are going on behind the scenes and the progress being made.

Deputy Mayor Bennett expressed his congratulations on contents of the report - it is very informative!

Mayor Seamans commented that sometimes it seems that things take forever; however, when you read the report it explains all the work/progress that is actually being made. It is a great tool for Council.

b. **Grant Report for the month of January, 2018**

Moncton Mustangs

Moved by: Councillor T. Rampersaud

Seconded by: Councillor J. Coughlan

*That the Committee of the Whole recommended to Town Council to approve a grant to the **Moncton Mustangs** in the amount of \$500.*

Councillor Rampersaud pointed out that a lot of RHS players go on to play in this league and also coach.

Councillor Coughlan noted that although the team is called the Moncton Mustangs it is not just comprised of Moncton players.

Motion Carried

Greater Moncton Chinese Cultural Association

Moved by: Councillor J. Coughlan

Seconded by: Councillor L. Hansen

*That the Committee of the Whole recommended to Town Council to approve a grant to the **Greater Moncton Chinese Cultural Association** in the amount of \$500 in support of the Chinese New Year Gala being held on February 17, 2018.*

Amendment proposed as follows:

Moved by: Councillor J. Thorne

Seconded by: Deputy Mayor W. Bennett

That the Committee of the Whole recommend to Town Council to award a grant in the amount of \$100 to the Chinese Cultural Association in support of the Chinese New Year Gala on February 17, 2018.

A vote was called on the motion to amend.

Motion Defeated

A vote was called on the original motion.

Motion Defeated

Canadian Mental Health Association of NB

*That the Committee of the Whole recommend to Town Council to approve a grant in the amount of \$1,000 to the Canadian Mental Health Association of NB.. Moved by Councillor Thorne. **The Motion received no seconder.***

Moved by: Councillor T. Rampersaud

Seconded by: Councillor A. LeBlanc

*That the Committee of the Whole recommended to Town Council to approve a grant to the **Canadian Mental Health Association of NB** in the amount of \$600 in support of the Women & Wellness event being held on February 24, 2018 in Riverview.*

Motion Carried

Greater Moncton Asian Heritage Society

Moved by: Councillor A. LeBlanc

Seconded by: Deputy Mayor W. Bennett

*That the Committee of the Whole recommended to Town Council to deny the request for financial support to the **Greater Moncton Asian Heritage Society.***

Motion Carried

c. Resolution to Borrow - 2018 Capital Projects

Moved by: Councillor A. LeBlanc

Seconded by: Councillor J. Thorne

That the Committee of the Whole recommend to Riverview Town Council to pass a Resolution to Borrow for 2018 Capital projects as follows:

BE IT RESOLVED *that the Municipality of the Town of Riverview submit to the Municipal Capital Borrowing Board an application for authorization to borrow for capital expenses for the following terms and conditions:*

Purpose	Term	Amount
TRANSPORTATION SERVICES		
Road & Streets Reconstruction	15 years	\$2,350,000
Major Intersection Upgrade	15 years	800,000
Vehicle – Storm Sewer Cleaner	10 years	550,000
RECREATION & CULTURAL SERVICES		
Arena Upgrades – Slabs & Boards	15 years	1,700,000
	TOTAL	\$5,400,000

R. Higson pointed out that the resolution is to support an application for a pre-authorization to borrow. The Town will be borrowing at a later time.

R. Higson confirmed with Councillor Thorne that the debt ratio is projected at the end of 2018 after the borrowing has taken place and some of the Town's debt paid off. At that time the debt ratio will be approximately 12%.

Motion Carried

d. Resolution - Commissionaire Appointment

Moved by: Deputy Mayor W. Bennett

Seconded by: Councillor A. LeBlanc

That the Committee of the Whole recommend to Town Council to pass the following resolution:

WHEREAS pursuant to Section 72 of the Local Governance Act, C. 18, Council is authorized to appoint By-Law Enforcement Officers; and

WHEREAS Council has approved the use of the Canadian Corps of Commissionaires to enforce its By-Laws; and

NOW THEREFORE BE IT RESOLVED THAT Gordon McNutt be hereby appointed By-Law Enforcement Officer for the Town of Riverview, and is hereby authorized to enforce all of the municipality's by-laws and to take such action or issue such tickets as he may deem necessary to enforce any provisions of any such by-laws.

A. Crummey remarked that the Town's appointed Commissionaire, Gary Steeves, has retired.

A. Crummey confirmed with Councillor Thorne that the Town is currently negotiating the hours of operations with Mr. McNutt.

C. Smith confirmed with Councillor Thorne that that the Commissionaire does not operate every day but rather it has been the practise to have the Commissionaire undertake periodic checks after midnight throughout the year as well as during the winter operations.

C. Smith confirmed with Councillor Coughlan that the budget for this service is approximately \$30,000.

A. Crummey remarked that the Town has a contract with the Commissionaires Corps. She noted that this is the first time it has come before this Council because of the retirement of Mr. Steeves. The Town is required to appoint a new Commissionaire in order to provide him with the necessary authority to perform his work.

Motion Carried

e. Council Report Form - Proposed Local Improvements

Balmoral Court, Byron Court, Leonard Street - loop, Ealey Crescent, & Bloor Street

C. Smith confirmed with Councillor Hansen that changes to the Local Governance Act did not arise as a result of any directive from the Town of Riverview. He understood that feedback was provided through the municipal associations on behalf of the municipalities.

Mayor Seamans remarked that the Municipalities Act has been in place since 1975 and the revisions resulting in the Local Governance Act were very much welcome.

C. Smith remarked that as the Town moves forward with the local improvement process it also continues to improve the communication/education process for our residents. Last year, Council directed staff to organize an information session with the residents to further explain the process and answer questions. The Town intends again this year to continue with the information/open house session so that property owners will have the opportunity for staff to provide clarification and answer any questions about the project or the process.

Councillor Thorne noted that he had previously inquired about the impact of the storm sewer upgrade on Windsor Street. He understood that the storm sewer renewal is quite extensive as it takes into account Balmoral and runs into Buckingham Place.

M. Ouellet stated that it is a complicated issue. He indicated that Council may recall that a storm study was undertaken by WSP in 2017. The draft report contains a number of recommendations which also include that particular area. The issue on Balmoral is further complicated by the existence of a privately owned shed which is located within the Town's easement. M. Ouellet noted that the work which is planned in 2018 for the Balmoral area can be accomplished without doing a significant amount of work on Windsor. However, it will just be a matter of time before the outfalls, ditches and the shed will have to be addressed.

Councillor Thorne indicated that he understands that there is no money in the Parks & Recreation budget for upgrades to the playground equipment at the Balmoral Park. He suggested that Parks & Recreation enter into a discussion with the Engineering & Works Department to see whether anything can be done to improve the park during the street reconstruction of Balmoral.

M. Outlet confirmed with Councillor Thorne that the departments have already been conferring with respect to the retention pond that is being proposed for the bottom half of the park. He noted that his department has no plans for the top half of the park where the play equipment rests.

G. Cole confirmed with Councillor Thorne that due to the close proximity of other playgrounds in the immediate area, he would have to carry out an assessment and give it further consideration as to what, if any improvements, are to be made.

The Town Clerk indicated that as a result of the changes to the Local Governance Act the local improvement process has been simplified. She noted that residents will receive a notice from the Clerk's office at the onset (which will be mailed to the affected property owner). The notice will outline all pertinent information including the cost of the project, the cost associated with each property owner; the date of the information session, the date of the public hearing, deadline date for objections as well as general information about the project. The property owners will have this information made available to them prior to the open house/information session. In this way, if property owners still have questions they will be able to obtain clarification from staff at the open house.

9. COUNCIL STATEMENTS/INQUIRIES

Deputy Mayor Bennett reported that he had recently attended an event entitled StartUp Moncton Business. He noted that there were approximately 100 business people in attendance. He stated that was a very interesting event and suggested that someone from the Town's Economic Development office would find it of benefit to attend next year.

10. ADJOURNMENT

Moved by: Councillor J. Thorne

Seconded by: Councillor J. Coughlan

That the meeting be adjourned at 8:23 p.m.

Motion Carried