



COMMITTEE OF THE WHOLE MEETING

MINUTES

Monday, November 26, 2018

7:00 p.m.

30 Honour House Court - Council Chambers

- Members Present:**
- Mayor Ann Seamans**
 - Councillor Wayne Bennett**
 - Councillor John Coughlan**
 - Councillor Jeremy Thorne**
 - Councillor Cecile Cassista**
 - Councillor Andrew LeBlanc**
 - Deputy Mayor 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**
 - Supt. T. Critchlow, RCMP**
- Others:**
- Andrew Smith, Urban Planner**
 - Kaitlyn Lacelle, Urban Planner**
- Regrets:**
- Councillor Lana Hansen**
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1. ADOPTION OF THE AGENDA

The Town Clerk noted that item 8d re Dialogue NB will be added under *Other Business* to the agenda.

Moved by: Councillor J. Thorne

Seconded by: Deputy Mayor T. Rampersaud

That the agenda for the Committee of the Whole meeting of November 26, 2018 be approved as amended.

Motion Carried

2. CALL TO ORDER

Mayor Seamans called the Committee of the Whole meeting of November 26, 2018 to order at 7:00 p.m.

3. DECLARATION OF CONFLICTS OF INTEREST

Councillor LeBlanc stated that he will be declaring a conflict in relation to the agenda item pertaining to the Atlantic Wellness Centre.

4. CORRESPONDENCE

NIL

5. PETITIONS, PRESENTATIONS & DELEGATIONS

a. Kaitlyn Lacelle, Urban Planner - Urban Planning

By-law No.300-60 enacted in 2007 - Proposed to be re-adopted under the Community Planning Act, C-19 as Subdivision By-Law No. 300-61

K. Lacelle remarked that the current Subdivision By-Law 300-60 was enacted in 2007 which incorporates four amendments to date. It is being proposed that the Subdivision By-Law be re-adopted under the Community Planning Act, C-19 as Subdivision By-law No. 300-61 including minor housekeeping amendments consisting of updating numeric references to reflect the new Community Planning Act and to update

definitions (“Commission” replaced by “Committee”). She noted that two additional changes are proposed. Under Section 7., Rejection of Subdivision Plan: New location of property lines must meet the National Building Code, and Under Section 4., Land for Public Purposes: New subsection provides exemption for infill subdivisions (i.e., no LFPP requirement). K. Lacelle indicated that there is a new definition entitled infill lots which outlines that the Maximum lot area is 4,048 square meters; and applies to the R1 (Single Unit Dwelling) or R2 (Two Unit Dwelling) zones and approximately 80 lots would meet this criteria. She noted that it is the recommendation of the Urban Planning staff to proceed with the re-adoption of By-Law 300-31.

K. Lacelle confirmed with Councillor Cassista that this new provision for infilling would currently only apply to approximately 80 lots. She noted that any new construction is required to follow the National Building Code.

C. Smith and S. Thomson noted a few years ago the by-law was amended and reference to infilling disappeared. This change was viewed as a disincentive as it was not cost effective for a property owner to subdivide which is considered an infill lot. Therefore, with the re-adoption this item has been addressed and is supported by Town staff.

Moved by: Councillor C. Cassista

Seconded by: Deputy Mayor T. Rampersaud

That the Committee of the Whole recommend to Town Council to proceed with the process to re-adopt By-Law 300-61, Subdivision By-Law.

Motion Carried

6. EXTERNAL REPORTS

a. Building Permit Report - October, 2018

C. Smith confirmed with Councillor Cassista that the report refers to fees collected by Urban Planning on the Town's behalf. These fees are revenue for the Town of Riverview.

Taken as information

b. Development Activity Report - October, 2018

Taken as information

c. Codiac RCMP Report for month of October, 2018

Superintendent Critchlow reported that the monthly report refers to the top 8 crime categories. Last month there was a recorded number in these categories of 650 in the Region, of which 45 were in Riverview representing 7% of the total number; in Dieppe there were 96 incidents representing 15%; and in Moncton there was 509 representing 78%. He pointed out that last month he had reported on motor vehicle issues and had nothing further to add at this time.

Superintendent Critchlow confirmed with Councillor Cassista that he would endeavour to get information with respect to traffic accidents at the Pine Glen and Pinewood intersection. It was noted that this is not a signalized intersection. He would undertake to do an evaluation which will take into consideration the time of day and the weather plus other conditions that may have contributed to an accident.

Chief Pleau confirmed that he has seen an increase of traffic at this location. One of things to be noted is that motorists are driving through the stop sign. The chance of an accident at that location seems to becoming more and more common.

M. Ouellet confirmed with Councillor Bennett that he is correct that the Town is proposing a roundabout at this location (2021) which is designed to designed to reduce the risk of sever collisions such as “driving through a the stop sign”. M. Ouellet stated that the Town has not undertaken a traffic study but are now gathering information such as the type of accidents taking place. He indicated that the Town will continue to gather information until the project year. M. Ouellet also pointed out that an RCMP member sits on the Traffic Committee, along with representatives from the Fire Department, the Engineering Department, and the Town’s By-Law Enforcement Officer. It is beneficial for details of traffic accidents to be provided to the Committee so that the Committee can make the proper recommendations.

Councillor Coughlan stated that this should be an item the Traffic Committee is reviewing.

Supt. Critchlow clarified that the RCMP will provide information on accidents that have taken place as well as possible traffic calming solutions and would be willing to work with the Traffic Committee.

Report taken as information.

7. DEPARTMENTAL REPORTS

a. Administration Department

7.a.1 Administration Report for the month of October - November, 2018

Report taken as information.

7.a.2 Relationship Grant

Councillor LeBlanc left the Council Chambers at 7:17 p.m. while this item was being discussed by Council.

Moved by: Councillor C. Cassista

Seconded by: Deputy Mayor T. Rampersaud

That the Committee of the Whole recommend to Town Council to accept the staff recommendation to deny the Atlantic Wellness Centre's request to be considered as one of the "Relationship Grants" by being provided with a long term commitment of \$10,000 per annum.

C. Smith confirmed with Councillor Thorne that the motion to deny relationship status with Town does not prevent them from applying for a different type of grant. He noted that the Town only has three relationship grants - Capitol Theatre, Riverview Boys & Girls Club; and the Riverview Arts Centre.

Councillor Thorne, Councillor Bennett and Deputy Mayor Rampersaud noted that they wholeheartedly support the organization but would be supporting the motion to deny the request for relationship status.

Councillor Cassista noted that she had reached out to staff for information on the history of the relationship grants which have been ongoing to the Capital Theatre since the early 90s as well as the late 80s for the Riverview Boys & Girls Club. She concurred that the Atlantic Wellness Centre is welcome to apply for an annual grant which would be considered annually.

Motion Carried

Councillor LeBlanc resumed his seat in Council Chambers at 7:22 p.m.

7.a.3 Building and Inspection and Municipal Planning Service Agreement

Moved by: Councillor C. Cassista

Seconded by: Councillor W. Bennett

That the Committee of the Whole recommended to Town Council to formally approve the Building and Inspection and Municipal Planning Service Agreement with the Southeast Regional Service Commission.

C. Smith confirmed with Councillor Cassista that a 3-year commitment seemed to be a reasonable time frame given the fact that the Regional Service Commission will need to recruit staff, situate staff and then they need time to implement.

M. Ouellet confirmed with Councillor Cassista that once a subdivision is registered it is uploaded to Service NB (Planet software). The department has traditionally always kept hard copies of the plans for reference. He noted that this practise does not have to be established in the contract.

C. Smith confirmed with Deputy Mayor Rampersaud that the Town will continue to receive a monthly report. If the information contained does not meet our standards, staff can work with the Regional Service Commission to revise the content. He also

confirmed that the service will not be different but the relationship will be as there will be Regional Service Commission staff located in the Operations Centre conducting the Town's Building Inspection and Municipal Planning functions.

Motion Carried

b. Finance Department

7.b.1 Finance Report for the month of November, 2018

Report accepted as presented.

c. Engineering & Works

7.c.1 Engineering & Works Report for the month of October - November, 2018

Report accepted as presented.

d. Fire Department

7.d.1 Fire Department Report for the month of October, 2018

Report accepted as presented.

e. Parks, Recreation and Community Relations

7.e.1 Parks, Recreation & Community Relations Report for the month of November, 2018

Deputy Mayor Rampersaud expressed a big thank you to the Light Up Riverview Committee, Parks & Recreation staff, Engineering & Public Works staff, Communication staff for putting together and promoting an exceptional event!! She noted that despite the extreme cold conditions there was huge turn out and people even brought their own mugs in support of the Town's sustainability efforts!

Report accepted as presented.

f. Business/Economic Development

7.f.1 Business/Economic Development Report for the month of October, 2018

S. Thomson confirmed with Deputy Mayor Rampersaud that he was very impressed with the questions raised by the Grade One students at Riverview East School. He noted that he and Kaitlyn Lacelle, Urban Planner, had recently conducted a presentation for the students and were truly impressed with their level of comprehension and the questions the students put forth.

S. Thomson confirmed with Councillor Cassista that the Town has had lots of dialogue with the business community and staff also have organized networking events. He indicated that the business community has not pursued the formal structure of a business collective but are still engaging.

S. Thomson confirmed with Councillor Bennett that staff is working on a briefing report in connection with the recent trip to Lisbon.

Report accepted as presented.

g. Human Resources

7.g.1 Human Resources Report for the month of November, 2018

T. Findlay remarked that the report did not make reference to the Holiday Party scheduled for December 14th for Council and all Town employees who are required to RSVP by Monday, December 3rd.

Report taken as information.

h. Corporate Services

7.h.1 Corporate Services Report for the month of October, 2018

Deputy Mayor Rampersaud stated that she was very pleased with the work Brian Bell, By-Law Enforcement Officer has accomplished. He is very knowledgeable and professional in carrying out his duties and should be commended.

Report taken as information.

8. OTHER BUSINESS

a. Introduction of By-Law 700-65

A By-Law Related to the Installation of Signs on Lands Within, Owned and Administered by the Town of Riverview

Moved by: Councillor C. Cassista

Seconded by: Councillor W. Bennett

That the Committee of the Whole recommend to Riverview Town Council to proceed with the process to enact By-Law 700-65, A By-Law Relating to the Installation of Signs on Lands Within, Owned and Administered by the Town of Riverview.

The Town Clerk confirmed with Councillor Cassista that the process of how the Town arrives at the violation level does not need to be identified within the by-law. As with the Town's other by-laws the enforcement part could be a system of warning beginning with something as simple as a phone call, which could be stepped up to notification in writing, if the sign is not removed after initial contact. Staff will develop its own warning system and approach for violators.

Motion Carried

b. Commence Expropriation Process - Corner of Pine Glen Road & Pinewood Road

Moved by: Councillor J. Coughlan

Seconded by: Councillor W. Bennett

That the Committee of the Whole recommend to Riverview Town Council to proceed with the process of expropriating land at the corner of Pine Glen Road and Pinewood Road and that resolution be considered at the Regular Council meeting of December 10, 2018.

C. Smith confirmed with Councillor Thorne that a formal appraisal is part of the expropriation process and based on the appraisal report a figure is arrived at and the land owner would be offered a price.

S. Thomson confirmed with Councillor Cassista that only a small portion of the lot in question is being expropriated, approximately 500 square meters.

Councillor Bennett noted that the Town had experienced difficulty in the past with appraisals and inquired whether it would be beneficial to obtain more than one appraisal.

C. Smith remarked that the process is to get the land appraised and then determine the value of what the Town needs to expropriate. He pointed out that there is nothing that will prevent the land owner to challenge the Town's appraisal. Therefore, he does not see the need to undertake three or four appraisals and pay the cost for each only to still be challenged anyway.

Motion Carried

c. Commence Expropriation Process - Orin Drive

Moved by: Deputy Mayor T. Rampersaud

Seconded by: Councillor C. Cassista

That the Committee of the Whole recommend to Riverview Town Council to proceed with the process of expropriating land on Orin Drive and that resolution be considered at the Regular Council meeting of December 10, 2018.

M. Ouellet confirmed with Councillor Coughlan that the Town is proposing to carry out local improvements in 2019 which will consist of the replacement of the sanitary sewer but there is no easement. The Town

would also like to install a temporary turn around similar to the process undertaken on Hawkes Street.

Motion Carried

d. Dialogue NB

Moved by: Deputy Mayor T. Rampersaud

Seconded by: Councillor A. LeBlanc

That the Committee of the Whole recommend to Town Council to become a Dialogue NB community.

Motion Carried

9. COUNCIL STATEMENTS/INQUIRIES

Mayor Seamans wanted to recognize and personally thank the members of her Light Up Riverview Committee. The Mayor's Light Up Riverview event was held on Thursday, November 22, 2018. She noted that there was a huge turn out, despite the cold weather! Mayor Seamans expressed her appreciation to the Committee is comprised of Karen Thompson, Recreation Coordinator- Special Populations; Annette Crummey, Director of Corporate Services/Town Clerk; Tahlia Ferlatte, Economic Development Officer; Kevin Rice, TransAqua; and Rod Gallant, Nuttall Construction. She also thanked the many people who worked behind the scenes from all the Town's Departments as well as the students from two local schools – Riverview Middle School and Riverview East. The end result was truly magnificent!

10. ADJOURNMENT

Moved by: Councillor C. Cassista

Seconded by: Councillor W. Bennett

That the Committee of the Whole meeting of November 26, 2018 be adjourned at 7:47 p.m.

Motion Carried