

**VILLAGE OF NEW MARYLAND
COUNCIL**

June 6, 2012

Present: Mayor Judy Wilson-Shee
Deputy Mayor Gisèle McCaie-Burke
Councillor Frank Dunn
Councillor Scott Sparks
Councillor Peter Wiggins

Also Present: Cynthia Geldart, Chief Administrative Officer/Clerk
Karen Duncan, Assistant Clerk
Joan Chandra, Treasurer

Regrets: Councillor Paul LeBlanc

1. **CALL TO ORDER**
Mayor Wilson-Shee called the meeting to order at 6:30 pm.

2. **APPROVAL OF THE AGENDA**
MOVED BY Deputy Mayor McCaie-Burke and **seconded by** Councillor Sparks to approve the agenda as distributed. **MOTION CARRIED.**

3. **APPROVAL OF THE MINUTES**
MOVED BY Councillor Sparks and **seconded by** Deputy Mayor McCaie-Burke to approve the minutes of the May 16, 2012 regular session of Council as distributed. **MOTION CARRIED.**

MOVED BY Deputy Mayor McCaie-Burke and seconded by Councillor Sparks to approve the minutes of the May 30, 2012 Special Session of Council as circulated. **MOTION CARRIED.**

4. **DISCLOSURE OF INTEREST**
No disclosures of interest were proclaimed.

5. **PRESENTATIONS**
No presentations were made.

6. **PROCLAMATIONS**
No proclamations were declared.

7. **CORRESPONDENCE**
The following correspondence was read into the record by the CAO/Clerk, Cynthia Geldart, as per the request of Mayor Wilson-Shee:
 - a letter to Roger Thompson, Spectrum Management Officer, Industry Canada, requesting his assistance to help resolve the issue of radio interference on the 80-meter band frequency in the Fredericton/New Maryland area;
 - congratulations and best wishes to Mayor Wilson-Shee and Council from the Mayor of Bathurst, Stephen

Brunet;

- a letter from Human Resources and Skills Development Canada regarding their New Horizons for Seniors Program;
- a letter from Hon. Bernard Valcourt, Minister of State, Atlantic Canada Opportunities Agency, concerning their 2012 Economic Action Plan;
- information from the Union of Municipalities of New Brunswick concerning their upcoming conference in September;
- a letter of gratitude to Hon. Claude Williams, Minister of Transportation and Infrastructure for their recent financial contribution regarding our highway widening project;
- a letter from Hon. Bruce Fitch, Minister of the Department of Environment and Local Government, regarding his introduction in the legislature of the new *Regional Services Delivery Act*;
- a letter from the Maritime Lumber Bureau concerning their Atlantic WoodWORKS program and the possibility of passing a WoodFIRST resolution;
- a letter from Hon. Bruce Fitch, Minister of the Department of Environment and Local Government, relating to the process for the establishment of Regional Service Commissions; and
- an email from a resident concerning door-to-door sales and peddling.

8. MEETINGS AND/OR SPECIAL EVENTS

Mayor Wilson-Shee attended the following meetings and/or special events since the last formal Council meeting:

May 19th - the New Maryland Elementary School Leadership and Learning event;

May 24th - the New Brunswick Salmon Council's Fry Release at the Bucket Club;

May 25th - the open house event at SeriousFun Daycare in New Maryland;

June 1st - the third annual Cupcake for Cancer Day at Bliss Carmen Middle School which was hosted by Noah Smith;

June 2nd - the New Maryland Day festivities along with the other members of Council, with the exception of Councillor Wiggins who had a previous commitment;

June 4th - the barbecue and opening ceremony for the Epsilon Golden Games at the Capital Exhibit Centre which was attended by Deputy Mayor McCaie-Burke in the Mayor's absence; and

June 5th - the D.A.R.E. graduation at New Maryland Elementary School along with Deputy Mayor McCaie-Burke.

9. COMMITTEE REPORTS / UPDATES

Planning Advisory Committee

Councillor Peter Wiggins reported that the Planning Advisory Committee has not met since the last Council meeting. The committee had planned to meet on June 4th but with the absence of the committee Chair, the committee agreed to hold the meeting on June 11th instead. During this time, two variance applications were received and it was agreed that shifting the meeting to June 11th would also provide our building inspector time to conduct the required public notification to residents in the immediate areas.

► **MOVED BY** Councillor Wiggins and **seconded by** Deputy Mayor McCaie-Burke the following resolution of Council:

Be it Resolved That the Council for the Village of New Maryland re-appoints Brad Marshall as the Chairperson of the Planning Advisory Committee for a period of one year, as per Section 12 of the *New Brunswick Community Planning Act*. **MOTION CARRIED.**

► **MOVED BY** Councillor Sparks and **seconded by** Deputy Mayor McCaie-Burke the following resolution of Council:

Be it Resolved That the Council for the Village of New Maryland appoints Councillor Peter Wiggins as the Vice-Chairperson of the Planning Advisory Committee for a period of one year, as per Section 12 of the *New Brunswick Community Planning Act*. **MOTION CARRIED.**

Human Resources & Administration Committee

Councillor Frank Dunn reported that the Human Resources and Administration Committee has not met since the last Council meeting and the next meeting is scheduled for June 13th. He noted that he has been appointed as the Chair of the committee and the other members include Mayor Wilson-Shee, our CAO/Clerk Cynthia Geldart, and our Public Works Supervisor Rockland Miller.

Recreation and Leisure Services Committee

Councillor Peter Wiggins reported that the Recreation and Leisure Services Committee met on May 28th with one member absent.

- The committee reviewed the Recreation budget and an update for the Capital Project Summary was given.
- The committee was informed that our Recreation Programmer, Brittany Hunter, met with Bliss Carmen Middle School students to seek their input regarding the type of activities they would like to see the Village host.
- The committee has forwarded to the New Maryland Community Support Group a request for assistance with the funding for decorative lighting.
- The recommendation was made by the committee to trim back the trees at the back of the field at Sunrise Park and move one of the dirt mounds into that area. The second mound will be leveled into a smaller pile so that it will retain its value as topsoil. This should also help prevent ATVs from driving over it.
- The staff report presented to the committee included: 1) training has been held for the ball fields' new magnetic bases; 2) the soccer field has been aerated, fertilized, and some sod has been replaced; 3) the basketball courts have been evaluated by our engineering firm and the Recreation Department is awaiting a recommendation from them; and 4) the outdoor volleyball court has new nets and sand.
- The Summer programs are on track with last year's numbers. Positive comments have been received regarding the price increase.
- Suggestions were made regarding the project that 1 Engineer Squadron could do in the Village this fall. Suggestions included work on the soccer fields, cleaning of the parks and equipment, and sandblasting to clean graffiti that has been found in the community.
- The committee reviewed the tentative subdivision plan for Centennial Heights. The committee agreed with the building inspector's recommendation of a larger parking area.
- After a discussion regarding movie ratings for the summer Movie Madness nights, it was recommended to use the Maritime Rating System and to add the source of our ratings to the Spring/Summer Recreation Guide and marketing materials as a reference.

MOVED BY Councillor Wiggins and **seconded by** Councillor Sparks the adoption of this report.

Discussion:

- Councillor Sparks clarified that the mounds of topsoil in Sunrise Park are still useful to the Village so the intention is to make the piles smaller so they do not pose a potential hazard to ATV drivers. Deputy Mayor McCaie-Burke remarked that she believed that some of the residents in the area also considered the mounds of dirt to be unsightly.

MOTION CARRIED.

Transportation and Protective Services Committee

Deputy Mayor Gisèle McCaie-Burke reported that the Transportation and Protective Services Committee has not met since the last Council meeting. The next committee meeting will be held on Tuesday, June 12th

at 6:00 pm. She has been appointed as the committee Chair and Councillor Sparks has been appointed as the Vice-Chair.

Emergency Response Plan Committee

Deputy Mayor Gisèle McCaie-Burke reported that the Emergency Response Plan Committee has not met since the last Council meeting. The next committee meeting will be held on Tuesday, June 19th at 3:00 pm.

Water and Wastewater Committee

In Councillor LeBlanc's absence, Deputy Mayor Gisèle McCaie-Burke reported that the Water and Wastewater Committee met on May 23rd with all committee members present.

- An update was provided to the committee for the Well 3A project. Armco Capital has decided not to challenge the expropriation and our solicitor will continue with the paperwork preparations. Another update will be provided to the committee at the next meeting.
- The Revenue and Expenditure report was reviewed.
- The sub-committee gave an updated report on the Water System Development Master Plan that will guide the development of the Village's water system. The sub-committee has decided to use 'Strategic Planning: A handbook for Small Water Systems – One of the Simple Tools for Effective Performance (STEP) Guide Series by Environmental Protection Agency, United States; September 2003' as their template to develop the master plan. This handbook explains the steps to take to begin the planning process to develop a long-term plan. The committee did investigate different reports but felt this was the best template to use. A first draft of the master plan has been partially developed and reviewed with the Water and Wastewater committee. The six steps to the plan include: 1) developing a strategic road map; 2) defining current and future areas of service; 3) assessing the system's capacity; 4) identifying options for fulfilling our area of service; 5) analyzing and assessing options; and 6) implementation and challenges. The next step will be for the committee to obtain additional information to incorporate into the plan which will require the assistance of staff.
- The committee discussed the Water Conservation By-law No. 43-2000 to determine if changes need to be made. Now that the Village has a water tower, there is less need for water to be trucked into the Village. Consideration may be given to homeowners being able to top-up their pools using the municipal water system rather than requiring the homeowner to pay to have the water trucked in. By using the municipal system, the owner would pay the water consumption fee to the Village as opposed to an outside source. The committee also agreed that responsible use of the water resource, conservation, and consideration to the health of the aquifer should be emphasized.
- The committee reviewed the Administrative Memo and tentative subdivision plan supplied by Rob Pero, Village Building Inspector/Development Officer regarding the Centennial Heights subdivision. Last fall the Water & Wastewater Committee reviewed a tentative subdivision plan for Centennial Heights. At that time the committee confirmed in principle, the availability of water and sewer capacity for a 40 lot (plus or minus) residential development on the subject parcel. The committee indicated that water supply options existed for the Developer to either construct a new water main line from the Water Tower site, or connect to the existing eight inch water main located in Athletic Park. Currently the developer is requesting approval to connect to the municipal water and sanitary system for a proposed construction of 13 serviced lots as part of Phase 1 of the development. The timeline for the remaining development is yet to be determined. The Village Engineer has also confirmed that the new development will not create a capacity issue for the existing sanitary sewer system. Other Village committees are also being asked for their input regarding the proposed subdivision plan.
- The monthly Water & Wastewater Report was presented by the Public Works Supervisor and included an update on the following items: 1) Well A-11 has been brought back online and the lab results for Toluene are normal; 2) Baker Brook will be sampled on a quarterly basis and the testing parameters will include biochemical oxygen demand, suspended solids, e-coli, alkalinity, ph, dissolved oxygen, and conductivity; 3) decommissioning of Baker Brook lagoon continues; 4) water main flushing took place the week of May 14th and went well; 5) the control building for Well A-5 will receive some repair and

may be demolished at a later time; 6) the masonry base of the overflow chamber for the Gravenstein lift station is undergoing some much needed repairs; 7) our Public Works Supervisor is still requesting suggestions for a project that can be done by 1 Engineer Squadron this fall; and 8) construction has started for the Pine Ridge Subdivision extension.

- The next committee meeting will be held on June 27, 2012.

MOVED BY Deputy Mayor McCaie-Burke and **seconded by** Councillor Dunn the adoption of this report.

Discussion:

- Mayor Wilson-Shee commented regarding the extension work for Pine Ridge Estates. She has received two compliments from residents on Crown Avenue who are very pleased with the speed of the heavy trucks that have been travelling back and forth on Crown Avenue.

MOTION CARRIED.

Finance Committee

Councillor Scott Sparks reported that the Finance Committee has not met since the last Council meeting.

► **MOVED BY** Councillor Dunn and **seconded by** Deputy Mayor McCaie-Burke the following resolution of Council:

Be It Resolved That all cheques of the Village of New Maryland (hereinafter called the Corporation") drawn on its current accounts be signed on its behalf by Judy Wilson-Shee, Mayor or Scott Sparks, Councillor and Chair of the Finance Committee, and signed by Joan Chandra, Treasurer or Terri Parker, Assistant Treasurer;

Be It Further Resolved That the officers mentioned above are authorized for and on behalf of the Corporation:

(a) to negotiate with, deposit with or transfer to the Bank of Montreal all or any Bills of Exchange, Promissory Notes, Cheques and Orders for the payment of money and other negotiable paper, and for the said purpose to endorse the same or any of them on behalf of the Corporation, either in writing or by rubber stamp;

(b) to arrange, settle, balance and certify all books and accounts between the Corporation and the Bank; and to receive all paid cheques and vouchers, unpaid and unaccepted bills of exchange and other negotiable instruments;

(c) to obtain delivery from the Bank of all or any stocks, bonds and other securities held by the said Bank in safekeeping or otherwise for the account of the Corporation and to give valid and binding receipts therefore;

And That this Resolution of Council be communicated to the Bank and remain in force until written notice to the contrary shall have been given to the Manager at the Branch of the Bank at which the account of the Corporation is kept and receipt of such notice duly acknowledged in writing.

Discussion:

- Mayor Wilson-Shee noted that this resolution is required due to the recent change in Council members.

MOTION CARRIED.

► **MOVED BY** Councillor Dunn and **seconded by** Councillor Wiggins the following resolution of Council:

Be It Resolved That all transactions of the Village of New Maryland (hereinafter called the "Corporation") drawn on its BMO Nesbitt Burns accounts be signed on its behalf by Judy Wilson-Shee, Mayor or Scott Sparks, Chair of the Finance Committee and signed by Joan Chandra, Treasurer or Cynthia Geldart, Chief Administration Officer.

Be It Further Resolved That the officers mentioned above are authorized for and on behalf of the Corporation:

(a) to negotiate with, deposit with or transfer to the BMO Nesbitt Burns all or any Bills of Exchange, Promissory Notes, Cheques and Orders for the payment of money and other negotiable paper, and for the said purpose to endorse the same or any of them on behalf of the Corporation, either in writing or by rubber stamp;

(b) to arrange, settle, balance and certify all books and accounts between the Corporation and BMO Nesbitt Burns; and to receive all paid cheques and vouchers, unpaid and unaccepted bills of exchange and other negotiable instruments;

(c) to obtain delivery from the bank of all or any stocks, bonds and other securities held by the BMO Nesbitt Burns in safekeeping or otherwise for the account of the Corporation and to give valid and binding receipts therefore;

And That this Resolution of Council be communicated to the Bank and remain in force until written notice to the contrary shall have been given to the Manager at the Branch BMO Nesbitt Burns at which the account of the Corporation is kept and receipt of such notice duly acknowledged in writing.

MOTION CARRIED.

10. APPROVAL OF THE TREASURER'S REPORT

The Treasurer's Report was not available for this meeting.

11. PUBLIC INPUT / INQUIRIES

No members of the public attended.

12. NEW BUSINESS

No items were brought forward.

13. DATE, TIME AND LOCATION OF NEXT MEETING

The next Council meeting will be held on Wednesday, June 20, 2012 at 7:30 pm in Council Chamber.

14. MOTION FOR ADIOURNMENT

MOVED BY Deputy Mayor McCaie-Burke and **seconded by** Councillor Sparks to adjourn the meeting.

MOTION CARRIED.

The meeting adjourned at 6:55 pm.

Respectfully submitted,

Karen Duncan
Assistant Clerk

Cynthia Geldart
CAO/Clerk

Judy Wilson-Shee
Mayor