

**VILLAGE OF NEW MARYLAND
COUNCIL**

August 15, 2012

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

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

Regrets: Councillor Paul LeBlanc
Councillor Peter Wiggins

1. **CALL TO ORDER**
Mayor Wilson-Shee called the meeting to order at 7:30 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** Councillor Dunn to approve the minutes of the July 18, 2012 regular session of Council as distributed. **MOTION CARRIED.**

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

5. **PRESENTATIONS**
No presentations were given.

6. **PROCLAMATIONS**
No proclamations were read.

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 from a resident regarding a seasonal business on the Forbes property;
 - a letter from the Department of Transportation and Infrastructure asking for our updated 5-Year program for Highway 101; and
 - a letter from the Regional Development Corporation informing Council that our New Maryland Day event has been approved for a financial contribution under their Community Events Program.

8. **MEETINGS AND/OR SPECIAL EVENTS**

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

July 19th - the funeral service for Kevin Clements. Councillor Dunn also attended;

July 19th - the Summer Concert Series;

July 23rd - a meeting with Don and Marise O'Brien;

July 24th - a reception for the Hon. Peter McKay held at Kingswood Lodge;

July 24th - Movie Madness night;

July 25th - a meeting with Councillor Peter Wiggins;

July 26th - the Summer Concert Series;

July 30th - a meeting with our Fire Chief, David Steeves, and Mike McDermaid to review the drawings for the new Village entrance sign;

August 1st - in the Mayor's absence, Deputy Mayor McCaie-Burke and Councillor Wiggins attended a meeting with Oromocto Mayor Powell, Jackie Dunn, Program & Special Event Officer, and Steve Basque, Town Engineer;

August 2nd - the Summer Concert Series;

August 8th - the U4 Soccer Jamboree barbecue at which she offered her assistance;

August 9th - the opening of the Forbes House RFP;

August 11th - the Dunn Family Monkey Games at which she performed the official opening;

August 14th - a good luck send-off for Dave Durepos at Fredericton Airport who departed for London to represent Team Canada in wheelchair basketball at the Paralympic Games. The Mayor also signed the 'Best Wishes' book on behalf of Council and staff; and

August 14th - the U6/8 Soccer Jamboree barbecue at which she assisted. Councillor Dunn was also present to watch his grandchildren play.

9. COMMITTEE REPORTS / UPDATES

Planning Advisory Committee

In Councillor Wiggins' absence, Deputy Mayor McCaie-Burke reported that the Planning Advisory Committee met on August 13th with all committee members present.

- Our Building Inspector/Development Officer provided an update regarding a letter of notification sent for a temporary use application for a seasonal produce stand at 65 Oakland Farm Lane.
- Updates were also given for letters of notification sent for variance applications. One was for a corner lot driveway located at 17 Weston Drive, and the other was for an accessory building at 181 Bradshaw Drive.
- The Building Permit reports for June and July 2012 were presented. For the month of June 2012, 18 permits were issued, which is approximately half the number of permits issued in June 2011. The estimated construction value totaled \$410,659, and \$2,430 was collected in permit fees. Permits were issued mainly for pools, decks, and new construction. In July 2012, 28 permits were issued with a total estimated construction value of \$205,220. Permit fees collected totaled \$1,610. For the year-to-date ending July 2012, a total of 104 permits have been issued and \$9,210 was collected in permit fees. The estimated construction value totaled \$1,413,575. Common building permits issued in July were for roofs, windows, siding replacement, as well as construction of decks and pools.
- The committee discussed at length proposed revisions to the Planning and Development Schedule of Fees. The development officer provided the committee with background information from various municipalities and compared their current fees structure with ours. It has become apparent to staff that the Village's fee structure for planning and development applications has become outdated. A thorough review has been performed over the last few months which included many hours of research and the preparation of draft recommendations. The committee will continue to discuss the draft

recommendations at the next meeting.

- The next committee meeting will be held on Monday, September 10th.

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

Discussion:

- Councillor Sparks questioned if a review of the value of the projects was included in the committee's review of the permit fee structure. Deputy Mayor McCaie-Burke clarified that many things were debated during the preliminary discussions, and she felt it would be best to wait until the recommendation from the committee comes to Council.

MOTION CARRIED.

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

Be It Resolved That the Council for the Village of New Maryland accept the "Request for Proposal – For the Sale of House and Village Owned Property Located at 210 New Maryland Highway" submission from Barbara and David Touchie in the amount of \$80,000.00 as per the attached specifications entitled "*For the Purchase and Rehabilitation of the Forbes Property*"; and that the Mayor and Clerk are authorized to execute said contract.

Discussion:

- Deputy Mayor McCaie-Burke explained that the property was initially purchased for the purpose of water exploration and after some research, the Village found that the water on the property was insufficient. After researching other locations, it was determined that the quality and output of water would be better elsewhere. She added that Council has received many requests for the Forbes house to remain on the property as residents feel it's a community landmark. Once the new owners move into the home, the Village will receive tax and water/sewer revenue from the property, as opposed to the Village paying taxes for it. The purchasers of the property have indicated that they are willing to spend the necessary amount of money to renovate the home and property, and the amount required will be significant. Deputy Mayor McCaie-Burke felt that the proposal received from the Touchies is a good deal, and residents should be pleased to know that the Forbes house will remain as part of the community.
- Councillor Sparks stated that he would like to see the right of first refusal included in the agreement with the new owners. If in the future the owners wish to sell the house and property, it would be beneficial for the Village to have the first opportunity to buy it back.
- Councillor Dunn stated that he felt selling the house and property to someone who is really interested in its rehabilitation was the right move for Council to make. He added that many residents have expressed their desire to have the house remain in the community, and he appreciated that the Touchies have come forward with their proposal. Councillor Dunn thanked them for their interest and welcomed them to New Maryland.
- Mayor Wilson-Shee left her Chair duties so she could express her opinion, and Deputy Mayor McCaie-Burke assumed the duties of the Chair. Mayor Wilson-Shee said that she read the proposal and it was evident that Mr. and Mrs. Touchie spent a lot of time on its preparation. She added that she is proud of Council for making this decision and she is looking forward to seeing the end product. After seeing the work that they are proposing to do to the home and property, Mayor Wilson-Shee felt it will be a beautiful asset to the Village and residents will be pleased that the house will be lived in after all the years of it being vacant and neglected.

MOTION CARRIED.

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

Be It Resolved That in accordance with Section 56 of the *Community Planning Act*, R.S.N.B. (1973), Chapter C-12, and amendments thereto, the Council for the Village of New Maryland hereby assent to the subdivision plan Drawing No. A15864 Phase 3A.dwg, entitled "Tandax Inc. – Pine Ridge Subdivision Phase 3A" received 13 August 2012 and prepared by Genivar, creating lots 12-01 to 12-12, 12-18 and 12-19, Lands for Public Purposes to vest to the Village of New Maryland, and portions of Sprucewood Drive, Kirkland Drive and Doherty Street, Village of New Maryland, County of York, Province of New Brunswick.

Discussion:

- Deputy Mayor McCaie-Burke explained that in accordance with the *Community Planning Act*, assent of Council is required for any subdivision plan involving the laying out of public streets or lands for public purposes. The Planning Advisory Committee and the Recreation Committee have previously approved the proposed locations of the streets and lands for public purpose. Although the lot servicing and initial road construction has been completed, the developer is proposing to register only 14 lots at this time. The developer's agreement has been prepared in consultation with the Village engineer and the Village solicitor, and the developer has submitted the financial security prescribed in the agreement.

MOTION CARRIED.

Human Resources & Administration Committee

The Human Resources and Administration Committee has not met since the last Council meeting.

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

Be It Resolved That the Council for the Village of New Maryland hereby designates the Chief Administrative Officer/Clerk to serve as the "head" of the public body, that being the municipality of the Village of New Maryland, pursuant to the *Right to Information and Protection of Privacy Act* ("Act") of the Province of New Brunswick; and

Be It Further Resolved That the Council of the Village of New Maryland acknowledges that the Chief Administrative Officer/Clerk, as "head", may delegate in writing a duty or power of the "head" under the Act to a member of the municipal staff, except the power to delegate, and can impose terms and conditions as considered appropriate and as prescribed under the Act.

MOTION CARRIED.

Recreation and Leisure Services Committee

In the absence of Councillor Wiggins and Councillor LeBlanc, Councillor Sparks reported that the Recreation and Leisure Services Committee met on July 30th with two members absent.

- The committee discussed the issue of the mounds of dirt at Sunrise Park.
- The breakdown of the budget was reviewed by the committee.
- The idea of a youth engagement strategy for the fall was discussed by the committee.
- The committee decided that a section should be added to the next "*In motion*" guide asking residence to report any vandalism or illegal actions to the police when they see it occurring in the Village.
- The status of the Recreation Master Plan recommendations will be updated at the next meeting.
- Councillor Wiggins will coordinate with our Public Works Supervisor and our CAO the time when the volunteer youth will be able to begin painting the subdivision entrance signs.
- The Recreation Coordinator report was presented to the committee.
- An update was provided on the budget figures to date, including operating and capital.

- The number of attendees at our summer programs was updated. This updated included figures from the day camps, Movie Madness, Summer Concert Series and the Strawberry Social. Numbers seem to be on track as compared to last year. Movie attendance was down slightly for the first few weeks due to rain and the movies being shown inside.
- The Recreation Coordinator presented to the committee a document indicating what has been completed in regard to the Recreation Master Plan and what is still being worked on. It showed a correlation between the Master Plan and Strategic Plan as well, showing what has been worked on and how the two plans are linked together.
- An update on the status of the Strategic Plan was given to the committee.
- Our Recreation Coordinator and Councillor Wiggins met with three community members who expressed their desire to start fund raising for a BMX Park and splash pad. This is one of the sub-committees that Councillor Wiggins would like to see established. Although the Recreation Committee would like to increase its volunteers, it needs to be determined where help is required so that volunteers can be given directives. Our Recreation Coordinator has researched how other municipalities have gone about creating sub-committees/advisory groups. Terms of reference will need to be created for these sub-committees/groups and certain projects will need to be assigned to them. They will also need to be provided with regulations and timelines to follow.
- The committee was given an update on the recently announced new federal program that will provide funding to communities trying to improve upon or expand existing community infrastructure such as trails, parks, fields, etc. Our Recreation Coordinator has contacted ACOA to obtain more information on the parameters of what qualifies as an improvement or expansion of existing infrastructure. Hopefully, the planned upgrades to Athletic Park will qualify under the funding requirements.
- The committee reviewed the Parish of New Maryland Zoomers' memorandum of understanding which will be coming up for renewal in September.

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

Transportation and Protective Services Committee

The Transportation and Protective Services Committee has not met since the last Council meeting. The next committee meeting will be held September 11th.

Emergency Response Plan Committee

The Emergency Response Plan Committee has not met since the last Council meeting. The next committee meeting will be held September 18th.

Water and Wastewater Committee

The Water and Wastewater Committee has not met since the last Council meeting.

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

Be It Resolved That the Council for the Village of New Maryland ratify the August 01, 2012 decision of Council to approve the project entitled *Piloting of Manganese Treatment System at Well 3A* in the estimated amount of \$36,260 plus \$4,715.00 HST for a total Opinion of Probable Costs of \$40,975.00 as per the attached project summary and cost breakdown.

Discussion:

- Deputy Mayor McCaie-Burke clarified that it has been proposed that well 3A be piloted to determine the performance of a commercially available manganese removal technology currently under consideration for full-scale application as part of the Well 3A project. It is anticipated that the pilot results will enable the participating equipment vendors to more accurately determine process sizing and analyze life-cycle costing as part of a follow-up bidding process to procure a full-scale manganese treatment process for Well 3A. The New Brunswick Department of Environment has provided us with verbal approval to pilot a manganese removal technology at the Well 3A site.

MOTION CARRIED.

Finance Committee

Councillor Sparks reported that the Finance Committee met on August 1st with all members present.

- This was the committee's first meeting under the new structure which is now comprised of all of Council and a few key staff members.
- The committee held a review of the June financial operating statements. Council questioned a few line items for which our Treasurer will provide updated information. Other line items will be reallocated from one account to another. Transfers will be done for Capital projects and will be reflected on next month's statements.
- The preliminary budget for 2013 was discussed at the committee meeting which was held earlier this evening.

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

MOTION CARRIED.

10. APPROVAL OF THE TREASURER'S REPORT

MOVED BY Councillor Sparks and **seconded by** Deputy Mayor McCaie-Burke to approve the Treasurer's Report as follows:

- (1) Cheques and direct payments from the General Operating account for July 1 through July 31, 2012 in the amount of \$366,617.24;
 - (2) Payments from the Water and Sewer Operating account for July 1 through July 31, 2012 in the amount of \$13,150.96;
 - (3) Payments from the General Capital account for July 1 through July 31, 2012 in the amount of \$96,134.25; and
 - (4) Payments from the Water and Sewer Capital account for July 1 through July 31, 2012 in the amount of \$0.
- MOTION CARRIED.**

11. PUBLIC INPUT / INQUIRIES

Residents Dan Taylor and Bob Landine attended the meeting. Mr. Landine made an inquiry regarding the Water and Wastewater committee motion and questioned if engineering costs were included in the total amount of \$40,975.00. Deputy Mayor McCaie-Burke confirmed that it is included in the total amount.

12. NEW BUSINESS

No items of new business were brought forward.

13. DATE, TIME AND LOCATION OF NEXT MEETING

The next regular session of Council is scheduled for Wednesday, September 19, 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 8:02 pm.

Respectfully submitted,

Karen Duncan
Assistant Clerk

Cynthia Geldart
CAO/Clerk

Judy Wilson-Shee
Mayor