

**VILLAGE OF NEW MARYLAND
COUNCIL**

December 18, 2013

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

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

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 Dunn to approve the agenda as distributed. **MOTION CARRIED.**

3. **APPROVAL OF THE MINUTES**
MOVED BY Councillor Wiggins and **seconded by** Deputy Mayor McCaie-Burke to approve the minutes of the November 20, 2013 regular session of Council as distributed. **MOTION CARRIED.**

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

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

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 thank you note from Sarah McGeachy for the Village's support of her participation in the Canada Games this past summer;
 - a letter from Teamsters Canada requesting Council's support of the need for Transport Canada to increase surveillance of rail companies which will ensure the safe transport of hazardous materials;
 - a letter to White Rapids Manor concerning Council's approval of their request to use the New Maryland Centre in the event of an emergency situation in which they are unable to access their alternate emergency site facilities;
 - a letter from the Office of the Chief Electoral Officer advising that the Municipal By-election is scheduled

- to take place on May 12, 2014; and
- a letter to a resident in response to concerns about storm and sanitary sewer systems.

8. MEETINGS AND/OR SPECIAL EVENTS

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

- Nov. 25th – Muriel McQueen Fergusson Foundation reception;
- Nov. 25th – presentation of a 5-year service pin to former Recreation Coordinator Natalie Reid at the Recreation and Leisure Services Committee meeting, along with staff members Lisa Steeves and Karen Duncan;
- Nov. 28th – Regional Service Commission 11 Finance meeting;
- Nov. 28th – YMCA Strong Kids luncheon, along with Deputy Mayor McCaie-Burke;
- Nov. 28th – Christmas Open House hosted by the Village along with Deputy Mayor McCaie-Burke and Councillors Dunn and LeBlanc;
- Nov. 29th – meeting with the New Maryland Community Support Group, our Recreation Coordinator Sarah Wagner, Recreation Programmer Michelle Sawler, and Councillor Dunn;
- Nov. 29th – meeting with MP Keith Ashfield, Kevin Price, and CAO Cynthia Geldart and Treasurer Joan Chandra;
- Nov. 30th – Wreath-Making seminar;
- Dec. 1st – Lions Club breakfast;
- Dec. 2nd – 4th – Lions Club Food and Toy Drive. Deputy Mayor McCaie-Burke and Councillors Dunn and Wiggins assisted as well;
- Dec. 3rd – RSC 11 Budget meeting;
- Dec. 4th – MLA Jack Carr’s Christmas dinner;
- Dec. 5th – Christmas Tree Lighting event along with Deputy Mayor McCaie-Burke and Councillors Dunn and Wiggins;
- Dec. 6th – Village Christmas Banquet along with Deputy Mayor McCaie-Burke and Councillors Dunn and LeBlanc;
- Dec. 10th – Christmas Dinner at NMES;
- Dec. 10th – Christmas Reception for the Commanders and Officers of the 5th Canadian Division Support Group and Combat Training Centre, CFB Gagetown;
- Dec. 12th – reception hosted by the Town of Oromocto;
- Dec. 14th – City of Fredericton’s unveiling of artwork between the Convention Centre and the Playhouse;
- Dec. 14th – reception hosted by MP Keith Ashfield, along with Deputy Mayor McCaie-Burke; and
- Dec. 18th – NMES Christmas concert, along with Councillor Dunn.

9. COMMITTEE REPORTS / UPDATES

Planning Advisory Committee

Councillor Wiggins reported that the committee did not meet in the month of December.

Human Resources & Administration Committee

Councillor Dunn reported that the Human Resources and Administration Committee met on December 11th.

- Two topics were discussed at the meeting. The first topic was a review of the recent Christmas events. A number of suggestions were made to help with the planning of events for next year. Councillor Dunn said he was pleased to report that the Christmas Open House and the Christmas Banquet were both well organized and enjoyable events.
- The second item on the agenda was the budget review. The treasurer was in attendance to review the general government portion of the budget as it relates to the committee.

- The next committee meeting will be held January 8, 2014.

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

Recreation and Leisure Services Committee

Councillor Wiggins reported that the Recreation and Leisure Services Committee met on November 25th.

- New committee member Jason Burns was welcomed to the committee, and the committee said goodbye to two committee members who felt it was a good time for them to leave. The committee thanked them for their service and wished them well.
- Councillor Wiggins thanked staff for the effort they put into the Remembrance Day ceremony. Many positive comments have been received.
- Councillor Wiggins stated that with Council's support, the Recreation Committee will be looking forward to the following items in 2014: 1) the addition to the skateboard/BMX park; 2) new nets for the soccerfield; 3) decorative lighting in the Village; and 4) online payments for Recreation programs.

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

Discussion:

Mayor Wilson-Shee stated that in the November session notes, it should be noted that staff members Karen Duncan and Lisa Steeves attended that meeting as guests. She also advised Councillor Wiggins to be aware that decorative lighting comes at a cost.

MOTION CARRIED.

► **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 appoints Elaine Babineau to the Recreation and Leisure Services Committee, for a period of two-years, commencing immediately.

MOTION CARRIED.

Transportation and Protective Services Committee

Deputy Mayor McCaie-Burke reported that the Transportation and Protective Services Committee met on December 10th.

- The first part of the meeting was devoted to the continuation of the strategic planning process. This has been the committee's tenth planning session since December 2012. The focus of this session was setting priorities for the options identified in earlier sessions. The committee agreed that the priorities would be determined by three categories: short-term (5 years), medium-term (10 years), and long-term (15 years).
- During the business portion of the meeting, the committee was updated on the status of the current and future Public Works building for the storage of equipment. The proposed new facility would replace the one currently being used on the Forbes property. The committee made the recommendation that Council consider putting funds into reserve for a future building, and the suggestion was made to start with \$25,000 in reserve.
- The committee discussed the merits of installing solar-powered speed sentry units versus the type of units that are being used currently. More research will be done by Public Works staff before a recommendation will be made to Council regarding which units should be purchased. In the meantime, the committee has made the recommendation for Council to set aside \$15,000 in the 2014 budget for the purchase of speed sentry units.
- The committee agreed with the final version of the 'Team Up to Slow Down' project report that was presented. Deputy Mayor McCaie-Burke stated she would like to bring the final report to Council for discussion at the next Council-In-Committee meeting.

- The committee discussed at length a request to install a stop sign at the intersection of Cains Brook and Shaw Lanes, which would replace the yield sign that is currently located there. Deputy Mayor McCaie-Burke stated that she would like to bring the recommendation to install the stop sign to the next C-I-C meeting for further discussion with Council.
- The November Transportation Report was presented to the committee. The Transportation Technician advised the committee that rather than going to tender, the current contract with Trius for garbage and recycling collection will be extended for another year at the cost of \$171, 215.90 including HST. This cost represents an increase of 8% which will offset the rising cost of gas. The original contract was signed in 2010. Deputy Mayor McCaie-Burke noted that the motion to approve the extension of the contract will be made during this evening's meeting.
- Public Works staff members are ready for the winter months with the ongoing winter maintenance and repairs, as well as the preventive maintenance program.
- The committee briefly reviewed a resident's request to have repairs made to his curb so that his driveway can be paved. After some discussion, the committee agreed with the recommendation of staff to deny the request.
- The next scheduled meeting will be held on January 14, 2014 at 7:00 pm. Deputy Mayor McCaie-Burke thanked the volunteer committee members for their service to the committee during the past year. She also acknowledged Council and staff members for their hard work and dedication to the Village.

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

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

Be It Resolved That the Council for the Village of New Maryland approves the extension of the contract with Trius Disposal Systems Ltd. for Garbage and Recycling Collection for a period of one year beginning January 1, 2014 for the amount of \$151,518.50 plus \$19,697.40 HST for a total amount of \$171,215.90; and that the Mayor and Village Clerk are authorized to execute said contract.

MOTION CARRIED.

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

Be It Resolved That the Council for the Village of New Maryland as per the recommendation of the Fire Chief, accept the tendered bid as submitted by MicMac Fire and Safety Source Ltd. on December 13, 2013 for 20 sets of firefighter turnout gear in the amount of \$44,660.00 plus \$5,805.80 HST for a total tendered bid of \$50,465.80.

Discussion:

Deputy Mayor McCaie-Burke confirmed that a total of five bids were submitted, and Micmac Fire and Safety Source Ltd. was the lowest bidder. Chief Farrell explained the funds have been put in reserve for this purchase. He added that the old bunker gear will be kept as spare gear and will be used for training purposes. **MOTION CARRIED.**

Emergency Response Plan Committee

Deputy Mayor McCaie-Burke reported that the Emergency Response Plan Committee has not met since the last Council meeting. The next meeting will be held on January 21, 2014.

Water and Wastewater Committee

Councillor LeBlanc reported that the Water and Wastewater Committee met on November 27th.

- The committee reviewed the session notes from the October meeting, and no updates were given under Old Business.
- Under New Business, the committee was given an update on water treatment options that had been previously discussed with Opus and a consulting firm. It was proposed that a budget of approximately \$25,000 is required to cover the work to be completed by the consultant. The committee recommended that Council secure the funds in the budget for the proposed study, however the study will not be done at this time. The committee has been asked to submit their questions to Councillor LeBlanc or our CAO.
- During the presentation of the monthly Water and Wastewater report, Public Works staff explained to the committee that there has been a slight problem with chlorine residuals in the area of the Village that is being developed.
- In the process of investigating causes for flooded basements, sewer lines were videotaped and some obstructions were found in a few areas.
- The Water Development Master Plan was reviewed and the committee proceeded to rank the identified possible options as short-term, medium-term, and long-term solutions.
- The next meeting is scheduled for January 22, 2014.

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

Finance Committee

Councillor Dunn reported that the Finance Committee met on December 11th with the Mayor and all members of Council in attendance.

- After the approval of the agenda, the November session notes were briefly reviewed.
- The committee reviewed the general and utility budgets for 2014. Several items were noted in the discussion including another significant cut in the unconditional grant for the second year in a row.
- Another item discussed was the issue of the Village's capital infrastructure deficit which was brought to light due to the implementation of PSAB compliance. This led to an additional discussion regarding capital requests for the 2014 budget.

MOVED BY Councillor Dunn and **seconded by** Councillor Wiggins the adoption of this report.
MOTION CARRIED.

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

Be It Resolved That the Council for the Village of New Maryland transfer from General Capital Reserve (Acct # 1015-021) to the General Capital Fund (Acct # 1020-867) the sum of \$524,652 which were reserved as follows:

- \$11,710 originally reserved for the Community bulletin board, but to be used for the Welcome sign;
- \$260,000 reserved for the Bismark Street Project;
- \$44,993 originally reserved for the LULA, but will be used for the soccerfield;
- \$274 remaining from the Trails and Bikeways Master Plan which is to be used for the soccerfield;
- \$112,151 originally reserved for Sunrise Park development, but will be used for the soccerfield;
- \$13,350 reserved for the GIS which is now completed; and
- \$82,174 for the 2013 budget.

MOTION CARRIED.

► **MOVED BY** Councillor 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 transfer the sum of \$20,100 from the General Operating Fund (Acct # 1013-181) to the General Operating Reserve Fund (Acct # 1015-013)

as follows:

\$16,600 for consultation regarding the Forbes property
\$3,500 for Building Inspector training

And that these amounts were budgeted for these purposes.

MOTION CARRIED.

► **MOVED BY** Councillor 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 transfer the sum of \$40,000 from the General Operating Fund (Acct # 1013-181) to the General Capital Reserve Fund (Acct #1015-021) for the installation of the culverts purchased in 2013.

MOTION CARRIED.

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

Be It Resolved That the Council for the Village of New Maryland transfer the sum of \$10,000 from the Water & Sewer Operating Fund (Acct # 1014-176) to the Water & Sewer Operating Reserve Fund (Acct # 1016-956) for the water transmission and distribution assets repair and maintenance.

MOTION CARRIED.

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

Be It Resolved That the Council for the Village of New Maryland transfer the sum of \$10,000 from the General Operating Fund (Acct # 1013-181) to the General Capital Reserve Fund (Acct # 1020-875) for park equipment.

MOTION CARRIED.

► **MOVED BY** Councillor Dunn and **seconded by** Councillor Wiggins 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 Councillor Frank Dunn, Chair of the Finance Committee and by Scott Sparks, 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.

MOTION CARRIED.

► **MOVED BY** Councillor Dunn and **seconded by** Councillor LeBlanc 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 Councillor Frank Dunn, Chair of the Finance Committee and signed by Scott Sparks, Treasurer or Cynthia Geldart, Chief Administrative 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 financial institution 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 Institution 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

MOVED BY Councillor Dunn 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 November 1 through November 30, 2013 in the amount of \$615,875.65;

2) Payments from the Water and Sewer Operating account for November 1 through November 30, 2013 in the amount of \$279,861.15;

(3) Payments from the General Capital account for November 1 through November 30, 2013 in the amount of \$631,051.10; and

(4) Payments from the Water and Sewer Capital account for November 1 through November 30, 2013 in the amount of \$2,603.52. **MOTION CARRIED.**

11. PUBLIC INPUT / INQUIRIES

No members of the public were present. On behalf of Council and staff, Mayor Wilson-Shee wished all Village residents Merry Christmas and Happy New Year.

12. NEW BUSINESS

No new business items were brought forward.

13. DATE, TIME AND LOCATION OF NEXT MEETING

The next regular session of Council is scheduled for Wednesday, January 15, 2014 at 7:30 pm in Council Chamber.

14. MOTION FOR ADJOURNMENT

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

The meeting adjourned at 8:07pm.

Respectfully submitted,

Karen Duncan
Assistant Clerk

Cynthia Geldart
CAO/Clerk

Judy Wilson-Shee
Mayor