

**VILLAGE OF NEW MARYLAND  
COUNCIL**

**April 16, 2014**

**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 LeBlanc to approve the agenda as distributed with the addition of the proclamation from the Canadian Cancer Society.  
**MOTION CARRIED.**
  
3. **APPROVAL OF THE MINUTES**  
**MOVED BY** Deputy Mayor McCaie-Burke and **seconded by** Councillor Wiggins to approve the minutes of the March 19, 2014 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**  
Mayor Wilson-Shee read the proclamation from the Canadian Cancer Society declaring that April is Daffodil month.
  
7. **CORRESPONDENCE**  
The following correspondence was read into the record by the CAO/Clerk, Cynthia Geldart, as per the request of Mayor Wilson-Shee:
  - letters to local businesses and organizations requesting sponsorship for upcoming summer events;
  - a letter from the Minister of the Department of Transportation and Infrastructure advising that provincial funding for our Five-Year Plan will not be committed to the Village of New Maryland for the year 2014, but may be considered for the year 2015; and
  - an email from a resident expressing appreciation for the snow removal services provided this winter/spring and the great job that the Village did in clearing subdivision streets.

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

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

- March 20<sup>th</sup> – the launch of Ignite Fredericton along with our CAO Cynthia Geldart and our Treasurer Scott Sparks;
- March 21<sup>st</sup> - a meeting with Michael Pearson;
- March 24<sup>th</sup> – a meeting with Kerry Hayes;
- March 25<sup>th</sup> – a meeting with Tony Durling along with our CAO Cynthia Geldart;
- March 27<sup>th</sup> – a special meeting of RSC 11;
- April 2<sup>nd</sup> – a meeting with Major Rowe along with our Recreation Coordinator Scott Leggett and our Recreation Programmer Michelle Sawler;
- April 3<sup>rd</sup> – the New Maryland Minor Baseball registration;
- April 3<sup>rd</sup> – the RSC 11 Finance meeting;
- April 7<sup>th</sup> – a meeting with Don Fitzgerald, Executive Director of RSC 11;
- April 7<sup>th</sup> – the PNM Zoomers meeting along with our Recreation Coordinator Scott Leggett and our Recreation Programmer Michelle Sawler;
- April 8<sup>th</sup> – the RSC 11 Annual meeting;
- April 10<sup>th</sup> – the Community Policing meeting along with Deputy Mayor McCaie-Burke and our Assistant Clerk Karen Duncan;
- April 13<sup>th</sup> – a tour of St. John the Evangelist Church;
- April 14<sup>th</sup> – a meeting with Vince Clements;
- April 14<sup>th</sup> – the NMCSG meeting along with Councillor Dunn;
- April 14<sup>th</sup> – a meeting with Scott Smith;
- April 14<sup>th</sup> – a meeting of the Committee to Study the Future Saint Mary the Virgin and Saint John the Evangelist; and
- April 15<sup>th</sup> – the NMES Easter dinner to help serve.

9. **COMMITTEE REPORTS / UPDATES**

**Planning Advisory Committee**

Councillor Wiggins reported that the Planning Advisory Committee met on April 7<sup>th</sup>. The Chair was unable to attend so Councillor Wiggins assumed the responsibilities of Chair for the meeting.

- Under Business Arising from the Minutes, a rezoning application for the Hanwell LSD was discussed and all members were given an opportunity to speak with the Village's building inspector. Council recently had reviewed the application with the Village's engineer and had their concerns discussed. A draft letter to the RSC Planning Commission regarding the application was reviewed by the committee.
- The Building Permit Report was presented to the committee. A total of nine permits were issued for the month of March which is a nice increase.
- Under New Business, a rezoning application and a similar use application were reviewed together. Due to the provisions in the Municipal Plan, the applications could have been turned down however the committee felt it was important for the applicant to have the opportunity to speak with the committee. After the applicants attended the meeting to explain their situation, the committee did not make the recommendation to amend the by-law or grant the rezoning application. It has been quite some time since a complete review was done and money has been set aside for this purpose. The committee will take the applicant's comments into consideration during the review of the Municipal Plan.
- A temporary use application was reviewed by the committee. The applicant was present at the meeting to discuss their request. The committee made recommendations during closing comments and Councillor Wiggins commented that the recommendations will benefit the entire Village.
- The next scheduled meeting will be held on May 5<sup>th</sup>.

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

### **Human Resources & Administration Committee**

Councillor Dunn confirmed that the Human Resources and Administration Committee has not met since the last Council meeting.

### **Recreation and Leisure Services Committee**

Councillor Wiggins reported that the Recreation and Leisure Services Committee has not met since the last Council meeting. The meeting that was scheduled for March 31<sup>st</sup> was canceled due to inclement weather. Councillor Wiggins thanked the Recreation Coordinator Scott Leggett for his assistance with canceling the meeting.

### **Transportation and Protective Services Committee**

Deputy Mayor McCaie-Burke reported that the Transportation and Protective Services Committee met April 8, 2014.

- The meeting began with reviewing the quarterly report presented by the Animal Control officer, which included the reports for January, February, and March. Staff would like to remind the public that dogs and cats are not allowed to run at large in the Village. With warmer weather coming soon, these pets will want to be outside more often. Also, a reminder for all dog owners that when they are walking their dog, it must be on a leash at all times. Walking your dog off-leash is a violation of Animal Control By-law 52 section 3(11).
- Under New Business, the February/March Transportation Report was presented by the Public Works Supervisor. Village staff members have been kept busy the last few months clearing snow on sidewalks and around fire hydrants. Most recently Public Works staff members were clearing and opening catch basins and ditches in preparation for the spring thaw and forecasted rain, but luckily the amount of rain forecasted did not fall. The streets also became very narrow with the accumulation of snow this year making driving more difficult than usual. Public Works staff members have been helping the contractors widen the streets. The Public Works Supervisor will be talking with the contractors about improving snow removal methods for next year.
- The Public Works Supervisor reported that 4 tendered bids were received for the purchase of a 60 hp tractor with a front end loader. Two tendered bids were received for a ¾ ton four-wheel drive crew cab truck. The motions to award these tenders will be made later this evening.
- Information from the RCMP reports for February and March was distributed to the committee.
- Because of the amount of snow that is still on the ground, the annual Spring Clean-Up will be delayed this year and will probably be held sometime during the first two weeks of May. The confirmed dates will be announced later in April. As soon as the dates are confirmed the public will be advised using the Village's social media sites and the community bulletin board.
- The next scheduled meeting will be held Tuesday, May 13, 2014 at 7:00pm.

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

Deputy Mayor McCaie-Burke noted that reports have been received of residents walking their dogs unleashed on the access road to the Wastewater Treatment Plant and on the Applewood lagoon property, among other places. She reminded residents that these access roads are not dog parks and dogs must be on a leash at all times. Failure to do so could result in a fine. She also thanked those dog owners who are abiding with the by-law.

Councillor Wiggins commented on the Public Works Supervisor's plan to speak with the contractors about improving snow removal methods for next year. He stated that since the tenders will need to go out in the fall, speaking with the contractors will be redundant because what we require of them will be

detailed in the tender documents. He added that it should be included in the tender documents that we do not want to see a repeat of what happened to the streets this winter. The Village incurred a huge cost when Public Works staff members had to use Village equipment to clean up after the contractors who are being paid to clean the streets. He remarked that it needs to be included in the tender documents that the contractors are responsible for cleaning the streets, not the Village. He also felt that a certain width of streets that has to be maintained should be included in the tender documents. Deputy Mayor McCaie-Burke explained that with the freeze/thaw that occurred during the winter, the contractors were having a difficult time pushing back the snow banks because they were so hard. She thanked Councillor Wiggins for his comments and said they will be taken into consideration when the Public Works Supervisor speaks with the contractors. Mayor Wilson-Shee said that she does believe that a mistake was made to which staff have admitted. The contracts state what the contractors are expected to do and this did not always occur. Our Public Works Supervisor recognizes this and should therefore not happen again. Councillor Wiggins said he appreciated what the Public Works staff members did on behalf of the residents.

Councillor LeBlanc voiced his concern that there was no mention of street sweeping. Cynthia Geldart confirmed that the Public Works Supervisor has already been speaking with some contractors. Deputy Mayor McCaie-Burke stated that as soon as the dates are confirmed the public will be informed. She added that the focus at the moment is clearing snow and clearing ditches and Public Works staff members have done a good job. Some residents have commented how happy they are to see the ditches being cleared.

Mayor Wilson-Shee stressed the importance of dog owners to stoop and scoop. She stated that she walks every day in her neighbourhood and has noticed that the effect of residents not cleaning up after their dogs is getting out of hand. She expressed a courtesy call to residents to please stop and clean up after their pets. **MOTION CARRIED.**

### **Chief Farrell's Quarterly Report**

Chief Farrell informed Council that for the first quarter of 2014 a total of 16 calls were received. In 2013 a total of 18 calls were received for the same period. The three most common types of calls were vehicle accidents (4), power lines and poles on fire (3), and structure fires (3). The structure fires were mutual aid calls for assistance to other fire departments. To date a total of 205 man-hours were spent responding to calls. Chief Farrell also commented that of the 16 calls, 6 occurred on Saturdays.

**MOVED BY** Deputy Mayor McCaie-Burke and **seconded by** Councillor Wiggins 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 as per the recommendation of the Public Works Supervisor, accept the tendered bid as submitted by Bayview Trucks & Equipment Ltd. on March 27, 2014 for a 2014 Kubota M6060HDCC Tractor complete with Front End Loader in the amount of \$43,198.00 plus \$5,615.74 HST plus \$101.00 License and Registration for a total tendered bid of \$48,914.74. **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 Public Works Supervisor, accept the tendered bid as submitted by Riverview Ford Lincoln Sales on March 27, 2014 for a 2015 Ford F250 4x4 Crew Cab Truck complete with a 8.5 foot "V" Snow Plow in the amount of \$38,686.50 plus \$5,029.25 HST plus \$68.00 License and Registration for a total tendered bid of \$43,783.75.

Discussion:

Deputy Mayor McCaie-Burke commented that the bid was under budget and the truck should arrive in approximately 90 days. **MOTION CARRIED.**

### **Emergency Response Plan Committee**

Councillor McCaie-Burke reported that the Emergency Response Plan Committee met on April 15<sup>th</sup>.

- The committee meeting was devoted mainly to the practice of an emergency scenario. The practice was led by the EOC director. The 1 ½ hour fictitious exercise focused the discussion on a forest fire happening just outside of New Maryland in mid-July just after 6 weeks of dry weather. This scenario exercise was well received and prompted lots of discussions and questions.
- The committee also had a quick update from the Fire Chief and the interim Public Information officer regarding an alternate emergency heating fall fair to be held tentatively on Saturday, October 18, 2014. The ERP committee is supportive of including instructions for residents in the proper ways of using alternate emergency heating during a long term winter power outage as part of next fall's Fire Prevention Week activities in the community. The Fire Chief will arrange speakers and demonstrations for items such as portable generators, kerosene heaters, fireplace maintenance, and the need for CO2 detectors, etc. The purpose of this joint activity will be to educate those residents who intend to use alternate heat during long power outages about the safe and sensible way to do so without adding to an already existing emergency. The focus will be on appropriate methods, dos and don'ts, and related areas such as safe storage of fuels, proper electrical usage from generators such as capacity, grounding, location, cord amperage and others. This will be an opportunity to have those residents who are inclined and able to heat their home during a winter power outage to think in advance about alternate heating issues and ensure the proper and safe operation of the equipment. The committee wants the Village to be pro-active so that fewer people will be in need of services if a long-term winter power outage happens. The committee wants residents to be better educated and prepared in the safe use of alternate heating in order to prevent possible fires, CO2 poisonings, and other related issues that would tax the use of emergency responders at times when they would be needed elsewhere.
- The next committee meeting will be held Tuesday, May 20, 2014 at 3:00 pm.

**MOVED BY** Councillor McCaie-Burke and **seconded by** Councillor Wiggins the adoption of this report.  
Discussion:

Deputy Mayor McCaie-Burke advised that questions regarding the activities planned for Fire Prevention week this fall should be directed to Chief Farrell. **MOTION CARRIED.**

### **Water and Wastewater Committee**

Councillor LeBlanc reported that the Water and Wastewater Committee has not met since the last Council meeting. The meeting that was scheduled for March 26<sup>th</sup> was canceled due to a snow storm. The next committee meeting is scheduled for April 23<sup>rd</sup>.

### **Finance Committee**

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

## 10. **APPROVAL OF THE TREASURER'S REPORT**

**MOVED BY** Councillor Dunn and **seconded by** Councillor Wiggins to approve the Treasurer's Report as follows:

- (1) Cheques and direct payments from the General Operating account for March 1 through 31, 2014 in the amount of \$216,152.52;
- (2) Payments from the Water and Sewer Operating account for March 1 through 31, 2014 in the amount of \$ 14,097.40; and
- (3) Payments from the Water and Sewer Capital account for March 1 through 31, 2014 in the amount of

\$28,000.00.      **MOTION CARRIED.**

11.      **PUBLIC INPUT / INQUIRIES**

No members of the public were present.

12.      **NEW BUSINESS**

**Third and final readings of By-law Amendment No. 50-01-2014**

**MOVED BY** Councillor Dunn and **seconded by** Deputy Mayor McCaie-Burke to read By-law Amendment No. 50-01-2014, an amendment to the Procedural By-law, for the third time, this reading in its entirety.

*Councillor Dunn read By-law Amendment No. 50-01-2014 in its entirety.*

**MOVED BY** Councillor Dunn and **seconded by** Councillor Wiggins to read By-law Amendment No. 50-01-2014, an amendment to the Procedural By-law, for the final time, this reading by title only, thereby enacting the by-law amendment.

*Councillor Dunn read By-law Amendment No. 50-01-2014 by title only, thereby enacting the amendment.*

13.      **DATE, TIME AND LOCATION OF NEXT MEETING**

The next regular session of Council is scheduled for Wednesday, May 21, 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 8:06 pm.

Respectfully submitted,

Karen Duncan  
Assistant Clerk

---

Cynthia Geldart  
CAO/Clerk

---

Judy Wilson-Shee  
Mayor