

**VILLAGE OF NEW MARYLAND
COUNCIL**

June 18, 2014

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

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

Staff present: Rockland Miller, Michelle Sawler, Rob Pero, Kyle Arsenault, Nancy St. Croix, Aaron McFadyen, Harry Farrell

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. **MOMENT OF SILENCE**
Mayor Wilson-Shee asked for a moment of silence to honour the fallen RCMP officers.

4. **APPROVAL OF THE MINUTES**
MOVED BY Deputy Mayor McCaie-Burke and **seconded by** Councillor LeBlanc to approve the minutes of the May 21, 2014 regular session of Council as distributed. **MOTION CARRIED.**

MOVED BY Councillor LeBlanc and **seconded by** Deputy Mayor McCaie-Burke to approve the minutes of the May 28, 2104 Swearing-In Ceremony as distributed. **MOTION CARRIED.**

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

6. **PRESENTATIONS**
 - i) Mayor Wilson-Shee and Ron Naugler, President of the New Maryland Community Support Group, presented a cheque to Sgt. Devost for the RCMP Memorial Fund.
 - ii) Mayor Wilson-Shee presented Aria Cabatu, Mike Cabatu, and Jeff Despres with tokens of appreciation for their work at the monthly Council meetings.
 - iii) Mayor Wilson-Shee presented CAO/Clerk Cynthia Geldart with a 20-year service pin and certificates

of appreciation for her 20 years of service in municipal government.

- iv) New Maryland Elementary School student Ben Hamilton presented Mayor Wilson-Shee with \$858 that he raised toward the cost of removing graffiti in the Village. Mayor Wilson-Shee presented Ben with a certificate of recognition for his outstanding fundraising efforts.
- v) Rev. Canon William MacMullin and Rev. Douglas Hapeman, from the Canadian Bible Society, presented Mayor Wilson-Shee and Council with engraved bibles.

7. **PROCLAMATIONS**

No proclamations were read.

8. **CORRESPONDENCE**

The CAO/Clerk, Cynthia Geldart, reported that no general correspondence was received since the last Council meeting.

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

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

- May 24th – the 7th Annual Ceremonial Review of 353 RCSCC New Maryland;
- May 26th – the 22nd Annual Muriel McQueen Ferguson Foundation Award Ceremony;
- May 27th – a meeting with our CAO/Clerk Cynthia Geldart and Deputy Mayor McCaie-Burke;
- May 27th – a meeting with Neville Peasley;
- May 27th – the Swearing-In Ceremony and first public meeting of the newly elected Council of the Rural Community of Hanwell; Deputy Mayor McCaie-Burke attended on behalf of the UMN Board;
- May 29th – the NMES car races;
- May 29th – the Federation of Canadian Municipalities Conference held in Niagara Falls;
- June 3rd – the salmon release with the NMES students;
- June 3rd – the RSC 11 Board meeting;
- June 4th – a meeting with Darrell Phillips;
- June 6th – a meeting with MLA Jack Carr;
- June 6th – helped with Noah Smith’s annual cupcake day;
- June 7th – the New Maryland Day festivities at NMES along with Deputy Mayor McCaie-Burke and Councillor LeBlanc;
- June 8th – Fredericton Co-op’s 40th Anniversary ribbon cutting;
- June 9th – chaired a church meeting that is studying the future of two local churches;
- June 11th – the opening ceremony luncheon for the AMANB Conference;
- June 12th – the retirement party for Brigadier General M. J. Pearson, along with Councillor Dunn;
- June 14th – the 12th Annual New Maryland Open Golf Tournament at which \$5,667.20 was raised;
- June 14th – the NMSCG annual meeting along with Councillor Dunn;
- June 14th – Deputy Mayor McCaie-Burke attended the CBDC Annual General meeting at the request of the Mayor;
- June 15th – the grade 5 NMES Farewell celebration; and
- June 15th – the NMES picnic.

10. **COMMITTEE REPORTS / UPDATES**

Planning Advisory Committee

Councillor Wiggins reported that the Planning Advisory Committee has not met since the last Council meeting.

► **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 reappoints Brad Marshall as Chairperson of the Planning Advisory Committee for a period of one (1) year, as per Section 12 of the *New Brunswick Community Planning Act*.

MOTION CARRIED.

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

Be It Resolved That the Council for the Village of New Maryland appoints Councillor Mike Pope as Vice-Chairperson of the Planning Advisory Committee for a period of one (1) year, as per Section 12 of the *New Brunswick Community Planning Act*.

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 reappoints Phil Hersey as a member of the Planning Advisory Committee for a period of three (3) years, as per Section 12 of the *New Brunswick Community Planning Act*.

MOTION CARRIED.

Human Resources & Administration Committee

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

► **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, as per the recommendation of the Human Resources and Administration Committee, adopt the amendment to the Human Resources Policy Manual as attached hereto. **MOTION CARRIED.**

Recreation and Leisure Services Committee

Councillor Wiggins reported that the Recreation and Leisure Services Committee has not met since the last Council meeting. The next meeting is scheduled for June 23, 2014.

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

Be It Resolved That the Council for the Village of New Maryland approve the installation of an inclusive swing at Shaw Park.

MOTION CARRIED.

Transportation and Protective Services Committee

Deputy Mayor McCaie-Burke reported that the Transportation and Protective Services Committee has not met since the last Council meeting. The next meeting is scheduled for July 8, 2014.

Emergency Response Plan Committee

Councillor McCaie-Burke reported that the Emergency Response Plan Committee met on June 17th with eight committee members and two staff members present.

- The meeting began with a tribute for the three NB RCMP officers who died tragically two weeks ago. It was noted that there are two RCMP officers that are members of our ERP committee.
- Planning is still underway for the Fall Fair in conjunction with Fire Prevention Week scheduled for Saturday, October 18th at the fire hall. The event will take place from 10:00 am to 3:00 pm. The committee has chosen the theme “Are you ready for the next ice storm?”. The focus will be looking at emergency alternate heating sources in the event of a power outage. At this one day event, there will be various tables and several speakers on hand promoting alternate heating sources. In addition, there will be prizes, a barbecue and more. In all, it will be a very informative day so the public is invited to attend this event on Saturday, October 18th.
- The committee discussed a recommendation to change the name of our emergency alerts program from “Sentinel Emergency Alerts” to “New Maryland Emergency Alerts”. The committee feels that this name change will be more meaningful and catchy. The Town of Oromocto has given the committee permission to adapt their emergency alert flyer to suit our needs. The committee wants to use this flyer to encourage the residents to register with the emergency alert program. The promotional flyer will be made available at different venues.
- The committee had a discussion, led by the Fire Chief, regarding a forest fire that happened not far from New Maryland a couple of weeks ago. The discussion centered on the potential disaster that could have occurred if the winds had changed direction and the fire had spread in the direction of New Maryland.
- The committee will not meet during the summer months. Therefore, the next committee meeting will be held Tuesday, September 16, at 3:00pm.

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

Discussion:

Deputy Mayor McCaie-Burke stated that the Fall Fair will be promoted through the use of social media and more information about the event will be brought forward as it becomes available.

MOTION CARRIED.

Water and Wastewater Committee

Councillor LeBlanc reported that the Water and Wastewater Committee met on June 16th.

- Stephen Pyke from Opus attended the meeting to give updates on the following items:
 - i) Environmental Risk Assessment (ERA) Interim Reports - Two interim reports had been prepared by NATECH; a report was prepared for each facility – the main Wastewater Treatment Plant and the Applewood Acres WWTP; NATECH submitted the interim reports to OPUS and to the Village; the reports were provided to committee members at the March 2014 W & WW Committee meeting; the Village submitted the interim reports to the Dept. of Environment and Local Government as part of the requirements to receive our grant funding; Stephen provided written answers to some of the questions submitted by committee members; the methodology of how the reports were generated was explained; the CCME guidelines have been adopted and are now federal law; adopted by all provinces except Quebec and NF; all municipalities are required to be evaluated according to the CCME guidelines; and further updates for the report will be given to the committee as they become available.
 - ii) Wet Weather Survey Project – Site visits are ongoing and the survey was posted again on the Village’s website; from May 16th to June 13th an additional 24 people have completed the survey; staff have had some issues trying to coordinate schedules with residents who requested the site visits; staff have offered to do the site visits in the evenings and on weekends to accommodate everyone’s schedule; a key factor that has been identified is for residents to address 3 items on their own – installation of backwater prevention valves, installation of sump pumps, and properly connected downspouts; and staff is investigating resources that could be added to our website containing the information that can be shared with everyone.
 - iii) Wellfield Exploration - BCG Engineering personnel were on site last week to confirm the test wellsites for drilling; OPUS survey crews have tied in the proposed drill sites and calculated coordinates for the same; the access route to the proposed test well sites have been located; an

- application has been submitted to the Dept. of Environment to do test drilling; and once approval has been received construction of temporary roads will begin.
- iv) Thibault & Associates Report for Well 3A- The draft report has been reviewed and a meeting was held with VONM staff, OPUS reps and Thibault & Associates reps to review the report and share comments and/or identify concerns; the general conclusion of the bench scale study undertaken was to determine if the water is treatable and indicate that with the proper chemicals, the water can be treated very well with a single treatment system; the next step, if the proposed costs are feasible, would be a pilot project; and the costs of the pilot project are currently unknown but are being calculated.
- The monthly Water and Wastewater Report was reviewed by the committee and it was noted that staff have commenced the water main flushing program this week and a temporary power disruption will extend the program into next week.
 - The committee discussed the possibility of putting in place an adopt-a-hydrant program. Staff will be working on creating a program that will enable residents to work with staff in keeping the hydrants clear of snow during the winter months. Residents have also been very helpful in keeping catch basins and ditches clear and staff are very grateful for the assistance from residents.

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

Discussion:

Councillor Wiggins expressed his concerns regarding the information stated in the report that the Province will be expecting the Village to incur more costs for a long-term water quality monitoring program and the impact that will have on the budget. Councillor LeBlanc responded that the CCME guidelines for testing are being reviewed and will help to ensure that the requirements are being met. CAO/Clerk Cynthia Geldart confirmed that a manager from the Department of Environment will be meeting with the committee and Council to discuss how the department plans to meet CCME regulations.

Mayor Wilson-Shee commented that last winter many municipalities requested the assistance of their residents with keeping fire hydrants clear of snow and she certainly appreciated the residents in the Village who stepped forward and asked how they could help. She added that she felt the adopt-a-hydrant program is a worthwhile program that the Village should look at putting in place before next winter.

MOTION CARRIED.

Finance Committee

Councillor Dunn reported that the Finance Committee met on June 4th. All committee members, with the exception of Councillors LeBlanc and Wiggins, were present including the CAO, Treasurer, and Finance Clerk.

- The committee reviewed the minutes from the May 7th meeting.
- The Treasurer presented a new budget procedure for the Finance Committee's consideration.
- The Finance Committee recommended proceeding with the adoption of the proposed budget procedure.
- The Treasurer recommended a guideline for the 2015 budget, based upon current Stats Canada data, and the Finance Committee agreed.
- The Finance Committee reviewed a request concerning Non-Profit and Recreational groups use of the New Maryland Centre and associated clean-up after use.
- The committee reviewed the draft Financial Report for April with no questions or concerns.
- The next scheduled meeting will be held on September 3, 2014 at 6:30pm.

MOVED BY Councillor Dunn and **seconded by** Deputy Mayor McCaie-Burke 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, as per the recommendation of the Finance Committee, adopt the Budget Procedure, as attached hereto. **MOTION CARRIED.**

11. 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 May 1 through May 31, 2014 in the amount of \$391,991.07;
- (2) Payments from the Water and Sewer Operating account for May 1 through 31, 2014 in the amount of \$35,447.53;
- (3) Payments from the General Capital account for May 1 through 31, 2014 in the amount of \$48,914.74; and
- (4) Payments from the Water and Sewer Capital account for May 1 through 31, 2014 in the amount of \$12,005.00. **MOTION CARRIED.**

12. PUBLIC INPUT / INQUIRIES

Dr. Lance Schaefer introduced himself to Council and spoke briefly regarding his newly opened dental practice in Corbett Centre, Fredericton. He offered his services to the residents of New Maryland.

Mayor Wilson-Shee announced that on July 1st, she and Council along with MLA Jack Carr, will be hosting a "Let's Celebrate" event for Canada Day at the New Maryland Centre between 2:00 and 4:00 pm. This free event will include a live band, barbecue, and bouncy castle.

13. NEW BUSINESS

Third and final readings of By-law Amendment No. 40-01-2014

MOVED BY Councillor LeBlanc and **seconded by** Deputy Mayor McCaie-Burke to read By-law Amendment No. 40-01-2014, an amendment to the Water Rates & Sewer Rentals By-law, for the third time, this reading in its entirety. **MOTION CARRIED.**

Councillor LeBlanc read By-law Amendment No. 40-01-2014 in its entirety.

MOVED BY Councillor LeBlanc and **seconded by Councillor Wiggins** to read By-law Amendment No. 40-01-2014, an amendment to the Water Rates & Sewer Rentals By-law, for the final time, this reading by title only, thereby enacting the by-law amendment.

Discussion:

Councillor LeBlanc explained that this amendment to the by-law will allow for a fee to be charged to residents whose water meters are malfunctioning and repeated attempts by staff to enter the property to repair/replace the meter or take a manual reading have been unsuccessful.

MOTION CARRIED.

Councillor LeBlanc read By-law Amendment No. 40-01-2014 by title only, thereby enacting the amendment.

14. DATE, TIME AND LOCATION OF NEXT MEETING

The next regular session of Council is scheduled for Wednesday, July 16, 2014 at 7:30 pm in Council Chamber.

15. MOTION FOR ADJOURNMENT

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

The meeting adjourned at 8:12 pm.

Respectfully submitted,

Karen Duncan
Assistant Clerk

Cynthia Geldart
CAO/Clerk

Judy Wilson-Shee
Mayor