

**VILLAGE OF NEW MARYLAND  
COUNCIL**

**April 15, 2015**

**Present:** Mayor Judy Wilson-Shee  
Deputy Mayor Gisèle McCaie-Burke  
Councillor Paul LeBlanc  
Councillor Mike Pope

**Also Present:** Karen Duncan, Assistant Clerk  
Harry Farrell, Fire Chief

**Regrets:** Councillor Peter Wiggins  
Cynthia Geldart, Chief Administrative Officer/Clerk

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1. **CALL TO ORDER**  
Mayor Wilson-Shee called the meeting to order at 7:31 pm.
  
2. **APPROVAL OF THE AGENDA**  
**MOVED BY** Deputy Mayor McCaie-Burke and **seconded by** Councillor LeBlanc to approve the agenda as distributed. **MOTION CARRIED.**
  
3. **APPROVAL OF THE MINUTES**  
**MOVED BY** Councillor LeBlanc and **seconded by** Deputy Mayor McCaie-Burke to approve the minutes of the March 18, 2015 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**  
Mayor Wilson-Shee read the proclamation from the Canadian Cancer Society, NB Division, and declared April as Daffodil Month.
  
7. **CORRESPONDENCE**  
The following correspondence was read into the record by the Assistant Clerk, Karen Duncan, as per the request of Mayor Wilson-Shee:
  - notification from Ignite Fredericton announcing the NBIF Breakthru Award Winners;
  - an invitation from the Fredericton International Airport Authority to attend the Maritime Kitchen Party on April 15<sup>th</sup> celebrating the launch of WestJet Encore services;
  - information from the Fredericton Chamber of Commerce announcing the finalists for the RBC Top 25

- Canadian Immigration Awards;
- a newsletter from the Federation of Canadian Municipalities;
- an announcement from the Fredericton Chamber of Commerce that the 2015 KIRA Awards will be held on May 7<sup>th</sup> at the Fredericton Convention Centre;
- information from the Union of Municipalities of New Brunswick regarding their 2015 Annual Conference;
- publicity from the Fredericton Chamber of Commerce for the Free Human Movement Seminar that will be held on April 21<sup>st</sup> at Synergy Training Centre;
- an email from the Union of Municipalities of New Brunswick concerning the Municipal Designated Highway Program Presentation;
- a letter from the Chalmers Regional Hospital Foundation announcing that the ‘Feel Good for Chalmers’ Radiothon will be held at Regent Mall on May 22<sup>nd</sup>; and
- information from the Fredericton Chamber of Commerce and the Human Resource Association of New Brunswick regarding the Human Resources-Related Risks Forum that will be held on May 5<sup>th</sup> at the Wu Conference Centre.

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

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

March 19<sup>th</sup> – Councillor Frank Dunn’s birthday reception along with Councillor LeBlanc;

March 21<sup>st</sup> – the Intercultural Centre Tour along with Deputy Mayor McCaie-Burke and our CAO Cynthia Geldart;

March 27<sup>th</sup> – Fire Chief Harry Farrell’s birthday reception;

March 31<sup>st</sup> – volunteered at the New Maryland Elementary School’s Easter Dinner;

April 1<sup>st</sup> – a meeting with the 5<sup>th</sup> Canadian Division Support Group Change of Command;

April 8<sup>th</sup> – a meeting with Abby, NMES Student, and her puppet ‘Flat Stanley’ who was visiting from Vincent Massey School in Medicine Hat, Alberta;

April 9<sup>th</sup> – the de-consecration of St. John the Evangelist Church in Beaverdam;

April 9<sup>th</sup> – RSC 11 Round Table discussion with Minister Kenny and invited guest;

April 13<sup>th</sup> – PNM Zoomers meeting; and

April 13<sup>th</sup> – Senior’s Card Party (45s) at Victoria Hall.

**9. PLANNING ADVISORY COMMITTEE**

Councillor Pope reported that the committee met on April 13, 2015 with one member absent.

- The minutes from the February committee meeting were reviewed and approved.
- The Building Permit report was reviewed. Four permits were issued in the month of March for a total of 13 permits issued year-to-date.
- The committee was given an update on the Municipal Plan and Development Related By-laws review project. One of the main objectives of the Municipal Plan is to provide policies, standards and proposals that lead to the kind of community that is desired by its residents. An important component of the Plan and By-law review process will be the public consultation phase. In an effort to prompt responses from residents on a variety of topics relevant to the Municipal Plan and related By-laws, the finalized version of the Resident Questionnaire has been posted on the Village website and promoted via the Village Facebook and Twitter accounts. They have also been included in the recent water and sewer billing statements. To date, on-line responses to the questionnaire have been received from 21

residents. The survey results will be summarized and reported to Council prior to the Public Open House Meeting scheduled for May 27, 2015.

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

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

**BE IT RESOLVED THAT** in accordance with the terms of the Developer's Agreement between the Village of New Maryland and Centennial Heights Development Ltd., for development of Centennial Gardens Subdivision 2014 - Phase 1A and 1B, consisting of 19 residential building lots on Alban Street, Sandcherry Lane, and Kimberley Street, which development, by agreement includes the construction/provision of municipal services, roadway construction, concrete curb and gutters, foundation preparation and installation of concrete sidewalks, base and surface asphalt, boulevard construction and landscaping, and construction of pathways sub-grade, drainage swales, ditches and storm water attenuation facilities ("works"), enumerated in the said Developer's Agreement;

**AND WHEREAS** the one (1) year warranty period for the lot services and roadway base construction portion of the works is due to expire on May 21, 2015;

**AND WHEREAS**, to date, there have been no new homes constructed or connected to the referenced lot service installations, and there has been insufficient opportunity to form a complete assessment of the function of the newly installed lot services;

The Village Council, on the recommendation of the Village Engineer and Staff, resolves to extend the warranty period for the lot services and roadway base construction portions of the work for one (1) additional year. The revised date of expiry of the warranty period for the lot services and roadway base construction portion of the works, and the related warranty security, shall be May 31, 2016.

**MOTION CARRIED.**

**10. EMERGENCY RESPONSE PLAN COMMITTEE**

The committee has not met since the last Council meeting. The next meeting is scheduled for May 19, 2015.

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

**Be It Resolved That** the Council for the Village of New Maryland, as per the recommendation of the Emergency Response Plan Committee, adopt the Memorandum of Understanding between the Village of New Maryland and the New Maryland Lions Club for the provision of assistance during times of emergency, as attached. **MOTION CARRIED.**

**11. PROJECT REPORTS / UPDATES**

**(i) Recreation Department Update:**

Deputy Mayor McCaie-Burke gave the following update from the Recreation Department.

**Summer Student Jobs**

- Our Summer Student Job posting closed on Friday, March 27<sup>th</sup> at 4:30 pm. The job postings were advertised on the Village website, Facebook, Twitter, UNB, STU and Kijiji. Staff also notified the high school guidance department. Staff intend to have all positions filled and applicants notified by Friday, April 17<sup>th</sup>.

### **Summer Programs**

- The summer programming has been advertised on the Village website, Facebook, Twitter and a sign has been posted in the Community Bulletin Board. The 2015 Summer Day Camp, Little Fingers Toddler Program, CIT Program, Babysitter Courses and Tennis Lessons with Abony Tennis Centre have been posted. Early registration for summer programs will be held on April 29<sup>th</sup> for Village residents and April 30<sup>th</sup> for non-Village residents. Parents may register during the day at the Village Office or during the evening from 6:00 – 8:30 pm.

- The Spring/Summer Program & Event Guide has been finalized and will be mailed out to residents later this month. The guide contains information on all Recreation programs and special events including our summer concert series, New Maryland Day, family movies, and much more in addition to information on our local community groups and sports associations.

### **Parks & Playgrounds**

- Soccer nets have been ordered for the new soccer field at Athletic Park which will be available for the first time this season.

- The trail system behind the New Maryland Centre suffered extensive damage from tropical storm Arthur and an assessment of the trails will be conducted with the assistance of NB Trails once the snow clears. It is the intention of staff to start the Recreation crew on this project in May as a later start to the playing fields is anticipated this year.

- A new light has been installed in the Orchard Park playground area. As Council is aware there have been ongoing issues with vandalism to our playground equipment in this park as well as issues with loitering in the late evening hours. The new light illuminates the park area but does not negatively impact the surrounding neighbours. Very positive feedback has already received from residents since the light was installed. Staff is hopeful this will alleviate many of these concerns.

- Staff recently met with the President of the New Maryland Soccer Club and the President of the New Maryland Minor Baseball Association. The intent of the meeting was to discuss the upcoming soccer and baseball summer seasons. It was a very productive and worthwhile meeting for all parties.

### **Outdoor Skating Rinks:**

- The rinks opened on January 10<sup>th</sup> and closed on March 25<sup>th</sup> this year. There were a couple of closures due to warmer temperatures and excessive snow but overall the rinks were open for 67 days this season which set a new record. Last season the rinks were open for a total of 56 days, which was a record at that time. The rinks were very well used this year and a lot of compliments have been received. Deputy Mayor McCaie-Burke extended sincere thanks to staff for the hard work on the rinks this winter.

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

(i) **Transportation Department Update:**

Councillor Paul LeBlanc gave the following update from the Transportation Department.

**Clearing Snow from Ditches:**

- Public Works staff have been monitoring the weather in preparation to clear snow from ditches. The spring weather has been a slow thaw with mild days/cool nights and no rain. The snow is slowly disappearing with no signs of water backing up.

**Spring Clean-up:**

- The Village's Spring Clean-up will be conducted on Thursday, May 21st and Friday, May 22<sup>nd</sup>. The Thursday pick-up will collect from areas that have their garbage collected on Mondays, and Friday's pick-up will collect from areas that have their garbage collected on Tuesdays. Fero will be using two single-bin trucks to ensure the collection is completed in a timely fashion.

**Tree Mulching:**

- The Village's Tree Mulching program will begin on May 19, 2015. Only branches, brush and small trees (maximum 6 inches in diameter) will be accepted.

**Spring Preparation:**

- Public Works staff are making preparations for spring maintenance such as repairing damage from winter plowing, asphalt crack sealing, street sign replacement, traffic lane markings and street sweeping.

**Animal Control:**

- For the month of March 2015, our Animal Control Officer responded to 5 calls for dogs running at large. In response to numerous complaints from residents about dogs being walked off-leash and dog owners not picking up after their pets, our Animal Control officer has increased patrols throughout the Village and will continue to do so. Anyone found in violation of the Animal Control By-law could be subject to a \$50 fine. We encourage all dog owners to be considerate and keep your dogs on a leash and clean up after them as well. Please help us keep the Village clean and safe for everyone to enjoy.

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

(ii) **New Maryland Fire Department's Quarterly Report:**

Chief Farrell presented the quarterly fire department report. For the first quarter of the year 17 calls for service were received and 186 man hours have been spent responding to calls. Structure fires were the leading type of call with 1 occurring in the Village and 4 that were mutual aid calls.

**MOVED BY** Deputy Mayor McCaie-Burke and **seconded by** Councillor Pope the adoption of the quarterly Fire Department Report as presented by Chief Farrell.

Discussion:

Chief Farrell confirmed that the number of mutual aid calls received were in-line with the usual amount received. **MOTION CARRIED.**

**(iii) Water & Wastewater Department Update:**

Councillor Pope gave the following update from the Water & Wastewater Department.

**Environmental Risk Assessment of the Village's Wastewater Treatment Facilities:**

- The Department of Environment has reviewed the NATECH Reports and has agreed with the recommendations in the reports. Staff have prepared a monitoring schedule which includes instream monitoring of Baker Brook. Staff and the Village's engineers will review the results after one year of monitoring to determine if there are any issues or concerns that would initiate a meeting with the Dept. of Environment.

**Disposable Wipes:**

- Disposable wipes have become a problem with several municipalities. Customers are flushing the wipes down the toilet and these products are clogging pipes and pumps. This is creating extra work for staff and damage to equipment. The Village of New Maryland has placed notices in the latest water & sewer billing advising residents of the problem.

**Water Main Break on Woodlawn Lane:**

- A water main break occurred late in the afternoon of April 4, 2015. The break affected residents of Woodlawn Lane for a few hours Saturday evening. Repairs were hampered by a snow storm and valves buried under the snow.

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

**(iv) Finance Department Update:**

Councillor LeBlanc gave the following update from the Finance Department.

**Budget:**

- Our municipal budget for 2015 was submitted and approved by the Department of Environment and Local Government.

**Borrowings:**

- Applications to the Municipal Capital Borrowing Board for the Gravenstein culvert project and for the Street Refurbishment project in Castle Acres have been submitted. Additionally the application to re-finance the Waste Water Treatment Plant has been submitted for approval as well.

**Audit:**

- The year-end audit for 2014 commenced in March and the auditors were on site for a couple of weeks reviewing invoices, receipts and billings. That portion of the audit is complete and the auditors are no longer on site but are completing the remaining work from their Fredericton office. The expectation is to have the audit completed in early May.

**Disaster Relief:**

- The final paperwork has been submitted seeking Federal Disaster Relief as a result of the costs incurred due to tropical storm Arthur last summer. The Treasurer is awaiting news

concerning our application.

**Water Billings:**

- Our first quarter water meter readings are complete and utility bills have been processed and sent out for distribution. Councillor LeBlanc noted that within the water and sewer billing statements that were recently sent out there is a survey relating to the Municipal Plan Review Project. He cautioned residents not to think it is 'junk mail' and overlook it, but to review it carefully, fill it out and return it to the Village office.

**MOVED BY** Councillor LeBlanc and **seconded by** Councillor Pope the adoption of this report.  
**MOTION CARRIED.**

**12. APPROVAL OF THE TREASURER'S REPORT**

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

- (1) Cheques and direct payments from the General Operating account for March 1 through March 31, 2015 in the amount of \$275,241.43;
- (2) Payments from the Water and Sewer Operating account for March 1 through March 31, 2015 in the amount of \$19,663.53;
- (3) Payments from the General Capital account for March 1 through March 31, 2015 in the amount of \$59,848.54; and
- (4) Payments from the Water and Sewer Capital account for March 1 through March 31, 2015 in the amount of \$13,569.71.      **MOTION CARRIED.**

**12. PUBLIC INPUT / INQUIRIES**

No members of the public were present to provide input or make inquiries.

**13. NEW BUSINESS**

No new business items were brought forward.

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

The next regular session of Council is scheduled for Wednesday, May 20, 2015 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 7:55 pm.

Respectfully submitted,

Karen Duncan  
Assistant Clerk

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Judy Wilson-Shee  
Mayor