

Village of New Maryland
Council
20 May 2015

Present: Mayor Judy Wilson-Shee Deputy Mayor Gisèle McCaie-Burke
Councillor Paul LeBlanc Councillor Mike Pope
Councillor Peter Wiggins Cynthia Geldart, CAO/Clerk

Absent: Councillor Frank Dunn (*medical leave*)
Karen Duncan, Assistant Clerk

Guests: New Maryland Community Support Group Members – Gary Glauser, Curt
Wilson and Ron Naugler
Madeleine & Michelle McLeod and Leam & Genevieve McLellan
MLA Jeff Carr



1. Call to Order

Mayor Wilson-Shee called the meeting to order at 7:30 p.m. and shared a friendly reminder that the Council meeting is recorded for broadcasting.

2. Approval of the Agenda

MOVED BY Councillor LeBlanc and **seconded by** Deputy Mayor McCaie-Burke that the agenda be approved as distributed. **MOTION CARRIED.**

3. Approval of the Minutes

MOVED BY Deputy Mayor McCaie-Burke and **seconded by** Councillor Pope that the Minutes of the 15 April 2015 regular session of Council be approved as distributed.
MOTION CARRIED.

4. Disclosure of Interest

No *Disclosures of Interest* were declared.

5. Presentations

5(i) **Presentation of certificates to Madeleine McLeod, Michelle McLeod, Leam McLellan and Genevieve McLellan:** Mayor Wilson-Shee presented certificates to four youth in recognition of the work they completed to clean up their neighborhood on Earth Day. She thanked them for a job well done and for taking the initiative on their own to help clean up the community.

5(ii) **Presentation by Gary Glauser, President, New Maryland Community Support Group (NMCSG):** Gary Glauser, President of NMCSG presented cheques to Mayor Wilson-Shee

representing funds that were raised by the group and donated to the Village. Mr. Glauser recognized committee members in attendance - Curt Wilson, Past President/founding President, Ron Naugler, Treasurer and Mayor Wilson-Shee, Secretary. The NMCSG is a non-profit group with a charitable status that takes on Council approved projects and sources funding opportunities. Funds have been raised through various projects such as the Golf Tournament, Christmas House Tour, calendar sales, etc. and donated towards projects such as the NM Centre renovations, Welcome sign, Victoria Park Cenotaph, Howitzer pad, disabled swing at the NM Centre etc. They will continue to look for funding for projects that Council presents with a good business plan. On behalf of Council, Mayor Wilson-Shee thanked the NMCSG for their financial support and community involvement.

6. Proclamations

Mayor Wilson-Shee proclaimed Disability Awareness Week from May 31st to June 06th, 2015.

7. Correspondence

The following correspondence was read into the record by Cynthia Geldart, CAO/Clerk, as per the request of Mayor Wilson-Shee:

- an announcement from Ignite Fredericton regarding the finalists for the 2015 KIRA Awards;
- a call for nominations from Dialogue NB for the 2015 Lieutenant Governor's Dialogue Award;
- information from the Federation of Canadian Municipalities concerning the emergency response efforts in Nepal;
- the *President's Corner Update* from FCM President, Mayor Brad Woodside;
- confirmation from the Hon. Shelly Glover, MP, Minister of Canadian Heritage & Official Languages, of funding approval for the Village's Canada Day Celebrations;
- comments from a resident regarding the Village's right-of-way and easement properties; and
- a request for financial support for Safe Grad activities from Fredericton High School and Leo Hayes High School.

8. Meetings and/or Special Events Attended by Mayor Wilson-Shee

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

- ❖ April 16 – meeting with Alicia McGuire, Community Resource Coordinator, Western District, Canadian Cancer Society NB;
- ❖ April 17 – PNM Zoomers meeting;
- ❖ April 18 – volunteered at a Benefit Breakfast for Cub Scout 10-year old Jack Leifso (*Deputy Mayor McCaie-Burke & Councillor LeBlanc also attended*);
- ❖ April 18 – RSC 11 meeting;
- ❖ April 21 – walk-about with Andrew Holloway (*Rockland Miller, PW Supervisor and Aaron McFadyen, Public Works Transportation Technician also attended*);

- ❖ April 27 – luncheon hosted by Fredericton Chamber of Commerce (*Deputy Mayor McCaie-Burke & Councillor Pope also attended*);
- ❖ April 27 – meeting with Don Fitzgerald, RSC 11 Executive Director and Blair Cummings, RSC 11 Vice-Chairperson;
- ❖ April 30 – meeting with Don Fitzgerald, RSC 11 Executive Director;
- ❖ April 30 – UMNZB Zone meeting (*Deputy Mayor McCaie-Burke chaired the meeting & Councillor Pope also attended*);
- ❖ May 4 – PNM Zoomers meeting;
- ❖ May 5 – meeting with Poul Jorgensen, NB Trails Executive Director at the NM Centre trails;
- ❖ May 5 – NMCSG meeting;
- ❖ May 5 – RSC 11 meeting in Oromocto;
- ❖ May 7 – Fredericton Intercultural Centre special announcement of their official name change to Cultural Centre (*Deputy Mayor McCaie-Burke also attended*);
- ❖ May 7 – KIRA Awards;
- ❖ May 8 – honoring of War Veterans at the Legislature;
- ❖ May 11 – St. Thomas University reception;
- ❖ May 12 - St. Thomas University convocation;
- ❖ May 14 – meeting with Marc LeJeune, Products & Services Advisor with NB Power, to discuss LED street light replacement (*Rockland Miller, Public Works Supervisor also attended*);
- ❖ May 15 – Karate tournament hosted at the New Maryland Elementary School; and
- ❖ May 20 – PNM Zoomers pot luck dinner.

9. Planning Advisory Committee

Councillor Pope reported on topics and/or activities from the Development Services Department.

- The PAC met on May 04th with one committee member absent. The minutes of the previous meeting were approved. The building permit report for the month of April consisted of 12 building permits, bringing the year-to-date total of 25 permits issued to the end of April, which is similar to last year.
- The Municipal Plan and Development Related By-law Review Project is well underway. A survey has been sent to all homes within the municipality and 94 responses have been received to date.
- The Public Open House for the project is scheduled for Wednesday, May 27th at 7:00 pm at the New Maryland Centre and all residents are encouraged to attend.

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

10. Emergency Response Plan Committee

Deputy Mayor McCaie-Burke reported on behalf of the ERP Committee.

- The committee met yesterday afternoon, May 19th and the entire meeting was focused on training with the Sentinel Emergency Response System. Oromocto's Deputy Fire Chief, Richard Cummings, provided training and instructions on how to use the system during an emergency situation. Our residents who have signed up for the Sentinel Emergency Alerts may have noticed an emergency alert that was posted regarding a power outage. The alert

was not intended to be sent to the public and was done so in error. We apologize if this unintentional notification created any inconvenience for our residents.

- Deputy Mayor McCaie-Burke reminded residents that the Sentinel System is intended to be a main source of information sharing during emergencies and recommended that residents go to the Village's website at www.vonm.ca to register.
- The committee will continue with Sentinel training when they meet again in September.

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

Discussion: Deputy Mayor McCaie-Burke noted that it was important to keep cell phones and other forms of electronic communication devices charged in order to receive messages during a power outage. Other forms of communication will also be needed in the event of long-term power outages. **MOTION CARRIED.**

MOVED BY Deputy Mayor McCaie-Burke and **seconded by** Councillor Pope 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 amendments to the Emergency Response Plan as attached hereto in Schedule "A".

Discussion: Deputy Mayor McCaie-Burke explained that revisions to the plan have been done on an annual basis in an effort to keep the document as current as possible. **MOTION CARRIED.**

MOVED BY Deputy Mayor McCaie-Burke and **seconded by** Councillor Pope 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 Parish of New Maryland Zoomers for the provision of assistance during times of emergency, as attached.

Discussion: Deputy Mayor McCaie-Burke explained that the MOU outlines the key responsibilities of the PNM Zoomers during an emergency situation in which the Village requires their assistance. **MOTION CARRIED.**

11. Project Reports / Updates

Councillor Wiggins stated that it was great to be back to the Council table. He explained that he had been absent from October 2014 until the first of May 2015 and was happy to be back. He further thanked our Recreation Coordinator, Michelle Sawler, for preparing a detailed update for his report this evening.

11(i) Recreation Department Updates

Councillor Wiggins provided updates from the Recreation Department.

- Many of last year's summer students have been hired again this year to provide great strength in the continuity of our programs and services.
- The summer day camp programs are filling up quickly and parents are encouraged to register their children as soon as possible.

- The Councillor-In-Training (CIT) application deadline is Friday, May 22nd. Only 10 positions are available for the program.
- New Maryland Day celebrations are scheduled for Saturday, June 06th and all residents are invited and encouraged to attend our 24th annual event. The day will begin with a breakfast hosted by the NM Lions Club from 8 am – 11 am and then activities will take place at the New Maryland Elementary School from 12 pm – 4 pm. The festivities will conclude with a family movie at 7:45 pm in the gym, followed by fireworks at dusk in Athletic Park.
- The next Babysitter Course is scheduled for June 24, to be followed by a second course on August 12th.
- The Community Recognition Awards have been reinstated and residents are encouraged to submit nominations. The awards are intended to recognize people who do great things for our community and create positive impacts. Councillor Wiggins further explained that his daughter submitted a nomination last year to recognize a community member who she felt was a positive role model. Residents of any age are encouraged to submit candidates for recognition. The nominations will close on Friday, June 12th.
- Two spaces are still available in the Community Garden. The garden helps promote sustainable communities and healthy eating. Councillor Wiggins reminded gardeners to travel slowly when entering or exiting the street and to use the utmost care and caution to ensure the safety of the children in the area. The Village staff will also monitor the area closely.
- The Village reached significant milestones with our social media use this past week. We received our 1000th “like” on Facebook and our 500th “follower” on Twitter and will be celebrating our 1500th tweet next week. The social media sites are a great way to stay informed with items such as open gym and many other events or activities.

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

Discussion: Mayor Wilson-Shee welcomed Councillor Wiggins back from his absence and also reported that one of the summer students who had worked for the Village for a number of years recently graduated from St. Thomas University. **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, as per the recommendation of the Recreation Coordinator, award the Village of New Maryland 2015 Beautification Contract to Earthworks Landscape & Design for \$24,400 plus \$3,172 HST for a total of \$27,572.00, as per the attached proposal.

Discussion: Councillor Wiggins clarified that the Recreation Coordinator had sent out requests for proposals and received 3 quotes. The company that has looked after the Beautification projects for the past few years has done an excellent job and always kept the Village looking beautiful and well maintained, however they were unable to continue with that work this year. **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, as per the recommendation of the Recreation Coordinator, approve the removal of the current play

structure in Centennial Park, and the purchase and installation of a new playground structure in the amount of \$28,939.33 plus \$3,762.11 HST for a total cost of \$32,701.44.

Discussion: Councillor Wiggins clarified that the Centennial Park playground equipment is the oldest equipment in the Village and has been deemed unsafe. The new structures will accommodate children from the ages of 18 months up to 12 years and includes 9 individual play elements. **MOTION CARRIED.**

MOVED BY Councillor Wiggins and **seconded by** Councillor Pope the following Resolution of Council: ***Be It Resolved That*** the Council for the Village of New Maryland, as per the recommendation of the Recreation Coordinator, approve the clean-up and restoration by NB Trails of the portion of the New Maryland Trail system damaged by Tropical Storm Arthur, which includes clean-up, repairs and rebuilding of the boardwalk, bridge footings, and trails for a total maximum cost of \$43,517.00.

Discussion: Mayor Wilson-Shee reported that the NMCSG will host their annual golf tournament on Saturday, June 13th and the proceeds will go towards offsetting some of the costs of the trail repairs. She encouraged residents to participate in the golf tournament. A claim has been submitted to the province for the damages through the Hurricane Arthur relief program.

MOTION CARRIED with Councillor Wiggins voting against the motion.

11(ii) Transportation Department Updates

Deputy Mayor McCaie-Burke provided updates from the Transportation Department.

- Clearing of snow from ditches was required in several locations throughout the Village to allow for water runoff from snow melt and in preparation of wet weather. Snow was removed from sections of Woodlawn Lane, Atkinson Lane, Springwater Lane, Shaw Lane, Nicholson Crescent and Phillips Drive.
- Street sweeping commenced on May 4th and has been completed. The sidewalks were swept by Village owned and operated equipment.
- Three of the Public Works summer students started May 4th repairing winter plow damage, seeding and fertilizing areas that we repaired from water main/water service excavations and general clean-up of the Village's green space.
- Our consulting firm is working on tenders for the following projects – sidewalk installation on Cortland Street between Carlough Street and Melrose Avenue, street refurbishment on Stonehurst Avenue, and culvert replacement on Gravenstein Street.
- The Village's spring clean-up will be conducted on Thursday, May 21st and Friday, May 22nd. The Thursday collection will be in areas that have their regular garbage collection day on Monday and the Friday collection will be in areas that have their regular garbage collection day on Tuesdays. Fero will be using two single bin trucks to ensure the collection is completed in a timely fashion.
- The annual tree mulch program began on May 19th with only branches, brush and small trees (maximum 6-inch diameter) being accepted.
- The Village's Animal Control Officer responded to 4 calls which were for dogs running at large and also performed 2 patrols each week throughout the municipality.

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, approve the purchase of a Traffic Logix SafePace R 650 Radar unit, complete with solar option and data package, from Absolute Traffic Solutions for \$5,498.00 plus \$714.74 HST for a total purchase price of \$6,212.74.

Discussion: Deputy Mayor McCaie-Burke explained that the purchase of the additional speed sentry was an effort to address speeding concerns that residents have expressed to Council. The CAO/Clerk clarified that we currently have 2 speed sentries that have been in use for a number of years, a third unit was included in the 2015 budget and ordered a few weeks ago, and this motion is for the purchase of a fourth unit that was not budgeted for previously.

MOTION CARRIED.

11(iii) Water & Wastewater Department Updates

Councillor Paul LeBlanc provided updates from the Water & Wastewater Department.

- Our public works department had to deal with frozen water service laterals over the winter months, which was a new experience for our municipality. The laterals are all working properly now and the necessary repairs completed.
- Preparations are underway for the annual water main flushing program. The work is scheduled to start the first week of June and will take approximately one week to complete. Updated information will be posted on the Village's social media sites when plans are confirmed.
- The Village has started the process to hire a Public Works Utilities Supervisor. The successful candidate will oversee the operations of the water distribution, wastewater collection and wastewater treatment facilities. Details of the job description can be found on our website.

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

MOTION CARRIED.

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 Public Works Supervisor, approve the purchase of a Sensus AutoRead Model – AR 5502, complete with new FieldLogic handheld software, from Scotia Tech Fluid Services Ltd. for \$4,500 plus \$585.00 HST for a total purchase price of \$5,085.00.

Discussion: Councillor LeBlanc reported that the unit will collect data as the public works vehicle drives by the homes and uses more advanced technology to read the water meters.

MOTION CARRIED.

11(iv) Finance Department Motions

MOVED BY Councillor Pope 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 \$15,000 from the General Operating Fund (Acct# 0626 1013-181) to the

General Capital Reserve Fund (Acct# 0626 1015-021) for the Recreation Trail Development for Centennial Gardens, as budgeted for this purpose. **MOTION CARRIED.**

MOVED BY Councillor Pope 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 from the General Operating Fund (Acct# 0626 1013-181) to the General Capital Reserve Fund (Acct# 0626 1015-021) the sum of \$180,441 being the amount in the 2015 budget for the infrastructure replacement reserve. **MOTION CARRIED.**

MOVED BY Councillor Pope 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 from the General Operating Fund (Acct# 0626 1013-181) to the General Capital Reserve Fund (Acct# 0626 1015-021) the sum of \$100,000 being the amount in the 2015 budget for the replacement of fire truck/equipment. **MOTION CARRIED.**

MOVED BY Councillor Pope 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 from the General Operating Fund (Acct# 0626 1013-181) to the General Capital Reserve Fund (Acct# 0626 1015-021) the sum of \$25,000 being the amount in the 2015 budget for the future public works garage. **MOTION CARRIED.**

MOVED BY Councillor Pope 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 from the General Operating Reserve Fund (Acct# 0626 1015-013) to the General Operating Fund (Acct# 0626 1013-181) the sum of \$50,000 for the 2015 Municipal Plan Review. **MOTION CARRIED.**

MOVED BY Councillor Pope and **seconded by** Councillor LeBlanc the following Resolution of Council: ***Be It Resolved That*** the Council for the Village of New Maryland transfer from the Utility Operating Fund (Acct# 0626 1014-176) to the Utility Capital Reserve Fund (Acct# 0626 1018-839) the sum of \$83,160 being the amount in the 2015 budget for the following:
\$50,000 for the Wastewater Treatment Plant;
\$20,000 for the Water Tower; and
\$13,160 for the Water Meter Replacement.
MOTION CARRIED.

MOVED BY Councillor Mike Pope and **seconded by** Deputy Mayor McCaie-Burke the following Resolution of Council: ***Be It Resolved That*** the Council for the Village of New Maryland adopt the 2014 Village of New Maryland Audited Financial Statements as prepared by the chartered accounting firm of Grant Thornton LLP and as reviewed by Village Council on 13 May 2015. **MOTION CARRIED.**

12. Approval of the Treasurer's Report

MOVED BY Councillor LeBlanc and **seconded by** Councillor Pope to approve the Treasurer's Report as follows: Payments made in the month of April 2015 from the General Operating

account by cheques and direct payments in the amount of \$425,113.35; from the Water and Sewer Operating account in the amount of \$25,951.13; from the General Capital account in the amount of \$4,855.17; and there were no payments from the Water and Sewer Capital account.

MOTION CARRIED.

13. Public Input/Inquiries

MLA Jeff Carr addressed Council and expressed his appreciation for the opportunity to speak. He explained the electoral district that he covers as MLA. He commented on the past projects that our former MLA worked closely on with Council and indicated that he hoped a positive working relationship would continue with him in the role of MLA. He further commended Council on their efforts as elected officials and their success in maintaining a beautiful and inclusive community. MLA Carr concluded his commentary by noting that he will continue the partnership with Council for the Canada Day Celebrations, sponsor a team in the upcoming golf tournament, and looks forward to working closely with Council and staff in the future.

14. New Business

No items were brought forward under New Business.

15. Date, Time and Location of Next Meeting

The next Council meeting is scheduled for Wednesday, June 17th 2015 at 7:30 p.m. in Council Chamber. A reminder of the Municipal Plan Public Open House scheduled for next Wednesday, May 27th at 7:00 pm was also shared.

16. Adjournment

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

The meeting adjourned at 8:17 pm.

Respectfully submitted,

Cynthia Geldart
CAO/Clerk

Cynthia Geldart
CAO/Clerk

Judy Wilson-Shee
Mayor