

**VILLAGE OF NEW MARYLAND
COUNCIL**

September 16, 2015

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

Also Present: Cynthia Geldart, Chief Administrative Officer/Clerk
Karen Taylor, Assistant Clerk

1. CALL TO ORDER

Mayor Wilson-Shee called the meeting to order at 7:30 pm and reminded all in attendance that the Council meeting is being video-recorded for broadcasting.

2. APPROVAL OF THE AGENDA

MOVED BY Councillor Pope and **seconded by** Councillor LeBlanc to approve the agenda with the amendment that Deputy Mayor McCaie-Burke will present the Transportation motion, agenda item 11(ii), and Councillor Wiggins will present the Treasurer's Report, agenda item . **MOTION CARRIED.**

3. APPROVAL OF THE MINUTES

MOVED BY Councilor Pope and **seconded by** Deputy Mayor McCaie-Burke to approve the minutes of the August 19, 2015 regular session of Council with an amendment to the Finance Department report on page 5.

Discussion:

Councillor Wiggins noted that in the Finance Department report on page 5, it states that only 10% of the value of the application to the Disaster Financial Assistance Program has been received. He explained that the 10% received was only for one application and two additional applications have yet to be submitted. **MOTION CARRIED.**

4. DISCLOSURE OF INTEREST

Councillor Wiggins declared a conflict of interest in regard to the motion under agenda item 11(ii) to award the Cortland Street Sidewalk Installation and Related Works (2015) Project tender.

5. PRESENTATIONS

No presentations were made.

6. PROCLAMATIONS

No proclamations were read.

7. CORRESPONDENCE

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

- information from the Union of Municipalities of NB regarding the Public Sector Accounting Professional Development Event that will take place on October 1st at the Wu Centre in Fredericton;
- a survey from the Association francophone des municipalités du Nouveau-Brunswick concerning infrastructure needs of municipalities;
- a newsletter from the Federation of Canadian Municipalities;
- the ‘Review of the Right to Information and Protection of Privacy Act – Minister’s Report’ from the Dept. of Government Services;
- information from the Fredericton Chamber of Commerce concerning the 2015 Post-Secondary Career and Educational Options Fair that will be held on September 24th at the Richard J. Currie Centre;
- correspondence from the Federation of Canadian Municipalities concerning their upcoming plans to help address the Syrian refugee crisis;
- a request from the Fredericton Chamber of Commerce to participate in their ‘Speak Up! We’re Listening!’ survey;
- a compliment from a resident regarding our summer day camps; and
- letters to residents regarding the Village’s stormwater system.

8. MEETINGS AND/OR SPECIAL EVENTS

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

- August 20th – volunteered at the soccer jamboree and attended movie night;
- August 25th – volunteered to husk corn with the day camp students;
- August 25th – Don Fitzgerald, ED RSC 11 and Vice-Chair Blair Cummings;
- August 25th – corn boil and summer concert along with Deputy Mayor McCaie-Burke and Councillor Pope;
- August 26th – Mayor’s Activity Awards along with Councillor Pope and his daughters Alex and Taylor who received gold awards;
- August 27th – Rev. Bruce McKenna;
- August 27th – Municipal Plan Review along with Deputy Mayor McCaie-Burke, Councillors Pope and LeBlanc, senior staff members and a representative from exp.
- September 1st – RSC 11 meeting;
- September 3rd – RSC 11 Draft Budget meeting;
- September 8th – Municipal Plan Review with the Steering Committee members along with Deputy Mayor McCaie-Burke and Councillor Pope (*who is a member of the committee*);
- September 9th – Old Government House event honouring the life and legacy of Her Majesty Queen Elizabeth II (*Sept. 9, 2015 she became Canada’s longest serving sovereign*);
- September 14th – Parish of New Maryland Zoomers’ monthly meeting;
- September 15th – New Maryland Lions Club meeting; and

September 16th – Potluck supper sponsored by the Parish of New Maryland Zoomers.

9. PLANNING ADVISORY COMMITTEE

Councillor Pope reported that the committee met on September 14th with all members present.

- The committee reviewed and approved the minutes from the July committee meeting. The committee did not meet in August.
- Initial drafts of proposed revisions to the Municipal Plan By-law and Future Land Use Map have been critiqued at a meeting of the Steering Committee which was also attended by a number of Council members. Based on feedback received at that meeting, edits to the draft documents have been made and distributed for further consideration by the Planning Advisory Committee at the September 14th committee meeting. The committee's recommendations will be reflected in the documents to be submitted to Council for review at the September 23rd Council-in-Committee meeting. At that time, additional recommendations from Council will be sought and scheduling of the public presentation of the draft Municipal Plan and Future Land Use Map amendments will be considered.
- The Building Permit report for August was reviewed. A total of 14 permits were issued for the month which brings the total to 111 for the year. Generally, the building permit activity to date has surpassed the 2014 trend in terms of estimated value of construction and permit fee revenues, due largely to an increase in new home construction and additions.

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

10. EMERGENCY RESPONSE PLAN COMMITTEE

The committee has not met since the last Council meeting. The next meeting is scheduled for September 22, 2015.

11. PROJECT REPORTS / UPDATES

(i) Recreation Department Update:

Councillor LeBlanc gave the following update from the Recreation Department.

Summer Programs

Day Camp

The last week of Day Camp was bittersweet for counsellors and campers. It was a very successful summer overall. Seven of the 10 weeks were at capacity and several new campers were welcomed this year.

On the last day of camp each CIT received a certificate and participants watched a slide show prepared by Glitz which highlighted each of the Day Camp weeks. They also enjoyed cake and ice cream. Everything has been inventoried and packed up, and the Day Camp & Little Fingers reports have been submitted.

Family Movie Nights

The last movie of the summer 'Maleficent' was shown on August 20th. Approximately 38 people were in attendance.

Corn Boil

The final social for the summer was the Corn Boil which was held on Tuesday, August 25th. The event was moved to the New Maryland Centre due to forecasted thunder showers but everything was held outside as the weather cleared up late afternoon. Approximately 80-100 people attended and Nick's Dixies put on a great performance in the park. A lot of positive feedback was received regarding the set-up and location at the New Maryland Centre (better parking, easier access for seniors, washroom facilities, nearby playground, etc.). Consideration may be given next year to relocating the socials and concerts to the New Maryland Centre.

Fall / Winter Recreation Program & Event Guide

The Fall/Winter Recreation Program & Event Guide has been issued.

NMES

The school was closed from August 17th – September 7th for maintenance and cleaning. The Recreation Coordinator met with the gym supervisors on September 4th to discuss open gym, policies and procedures, expectations, and the fall schedule of user groups. The new gym supervisor Scott Lynch worked one shift with Brontë Thomas and one shift with Matt McGivney and will be working on his own starting next week.

All of the forms were updated for the 2014/2015 season and all of the user groups were contacted and booked for the fall.

Open Gym starts on Friday, September 18th and the time on Friday has been modified from 7:00 – 9:00 pm to 6:30 – 8:30 pm. On Sundays open gym will change from 3:00 – 6:00 pm to 2:00 – 5:00 based on the feedback from the gym supervisors.

Parks & Playgrounds

Summer student Brent Wishart finished his employment on August 28th and Patrick Nicoll and Scott Lynch were done on September 4th. Chris Bilensky will stay on with Kirk until Thanksgiving to assist with maintenance and upkeep. All of our students did an excellent job for the Village this summer.

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

Discussion:

Mayor Wilson-Shee asked the CAO to note for the October Council-In-Committee meeting that our Recreation Coordinator would like to have Council's feedback on the location of next year's socials. Mayor Wilson-Shee also commented that the summer students did an excellent job this year. **MOTION CARRIED.**

(ii) Transportation Department Update:

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

Capital Projects:

Cortland Street Sidewalk Installation

The project tender closed September 8, 2015 with Mira Construction Ltd. being the low bidder. The project involves the installation of new concrete sidewalk along the south side of Cortland Street from approximately civic #97 to Melrose Avenue.

Gravenstein Street Culvert Replacement

The culvert replacement on Gravenstein Street is well underway and several sections of concrete pipe have been installed. The project involves upgrading the existing culvert to a larger 1800mm diameter culvert to meet the new standards the Village has adopted of a 1-in-100-year plus 20% storm event.

Traffic Lane Markings Pilot Project:

As a pilot project to help reduce speeding on Bradshaw Drive, white lane markings have been installed along the length of Bradshaw Drive towards the outside edge of the street creating a 6.4 metre traffic travelling area (3.2 metres for each lane). The 6.4 metre vehicle travelling lane will allow for a 0.9 metre asphalt shoulder on each side. In addition, there is also a 0.5 metre grass/gravel shoulder. This will provide a 1.4 metre wide area for pedestrians to travel.

In addition to the lane markings, “Team Up to Slow Down” signs have been placed on pylons at the entrance to many subdivisions to remind drivers to slow down while travelling on Village streets. The pylons and signs are being rotated to each Village subdivision. Council will be teaming up with the RCMP and the Fire Chief this week and next to be present at 7:30 am with “Team Up to Slow Down” signs at subdivision entrances.

Animal Control:

For the months of July and August, our Animal Control By-law Enforcement Officer received a total of 7 calls, all of which were for dogs running at large. Three written warnings and one fine were issued. A total of 8 patrols were performed in various areas of the Village with no issues of concern being noted.

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

Discussion:

Councillor Wiggins wondered if a dog park would help with the issue of dogs running loose. He stated that in the data that was collected for the Municipal Plan Review, concerns about a dog park were voiced so it would be worthwhile for Council to address the issue during the Municipal Plan Review process. Cynthia Geldart agreed to add the item to the September 23rd Council-In-Committee agenda so that it can be discussed. **MOTION CARRIED.**

(Councillor Wiggins left the meeting due to his declared conflict of interest for the following motion).

► **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 Public Works Supervisor, accept the tendered bid as submitted by Mira Construction Ltd. on September 8, 2015 in the amount of \$79,183.00 plus \$10,293.79 HST for a total tendered bid of \$89,476.79 for the Cortland Street Sidewalk Installation and Related Works (2015) Project; and that the Mayor and Clerk are authorized to execute said contract.

Discussion:

Deputy Mayor McCaie-Burke noted the project consists of installing 1.8 meter wide concrete sidewalk and related work along Cortland Street from 97 Cortland St. to the intersection of Melrose Ave. The completion date for the project is October 16, 2015.

Councillor LeBlanc asked if in the future it would be possible to be provided with the budgeted amount so that it can be confirmed that the tender is being awarded within budget. Cynthia Geldart agreed to pass this request on to staff. **MOTION CARRIED.**

(Councillor Wiggins returned to the meeting).

(iii) New Maryland Fire Department:

► **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 Fire Chief, transfer the sum of \$2,116.50 from the Fire Department Operating Budget to the Fire Department Capital Budget toward the purchase of a new 2-Stage Telescopic eDraulic Ram with batteries and charger from Code 4 Fire and Rescue for the total purchase price \$13,616.50, which includes freight and HST.

Discussion:

Councillor LeBlanc explained that due to the falling value of the Canadian dollar, the costs associated with the purchase of this equipment have increased and the extra funds needed to cover this expense were transferred from the operating budget. The cost of the equipment when it was approved at budget time was \$11,400 and when the dollar began to drop, Chief Farrell decided to wait to make the purchase anticipating that the value of the dollar would increase before the equipment needed to be purchased. Unfortunately this did not occur. Councillor LeBlanc also noted that the equipment will be used for extrication in motor vehicle accidents. **MOTION CARRIED.**

(iv) Water & Wastewater Department Update:

No report was presented.

(v) Finance Department Update:

Councillor Pope gave the following update from the Finance Department.

Cortland Culvert:

The resolution of Council to the New Brunswick Municipal Finance Corporation for a debenture in the amount of \$438,000 has been submitted to cover the costs of the Cortland Culvert project.

Disaster Relief - Tropical Storm Arthur:

In August the Village received a cheque from the Province of New Brunswick concerning its first application for disaster relief for tropical storm Arthur in the amount of \$38,474.95. A claim was submitted for \$38,490.51 in non-personnel costs and we received 99.9% of that claim. The assistance provided to us by the Provincial staff at EMO is appreciated.

A second application for tropical storm Arthur will be made shortly and it concerns the damage to the trails behind the New Maryland Centre as a result of Arthur. This claim will be in the amount of just under \$44,000.

Disaster Relief – Spring 2014 Flood:

In the spring of 2014 the culvert on Cortland Street sustained damage from a severe rain event. This resulted in not only replacing the culvert but upgrading it as well. This project has been ongoing since last year and has recently been completed. An application for disaster relief for this project will be submitted in the near future.

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** Deputy Mayor McCaie-Burke the following resolution of Council:

Be It Resolved That the Council for the Village of New Maryland re-appoint the accounting firm of Grant Thornton LLP to provide external audit services to the Village of New Maryland for a one-year period.

Discussion:

Councillor Pope clarified that the *New Brunswick Municipalities Act* requires an annual motion to appoint its auditors and this motion satisfies that section of the legislation.

MOTION CARRIED.

12. APPROVAL OF THE TREASURER'S REPORT

MOVED BY Councillor Wiggins and **seconded by** Councillor Pope to approve the Treasurer's Report for the month of August 2015 as follows:

- from the General Operating account by cheques and direct payments \$202,830.64;
- from the Water & Sewer Operating account \$13,789.00;
- from the General Capital account \$43,268.97; and
- from the Water & Sewer Capital account \$6,337.54.

MOTION CARRIED.

13. PUBLIC INPUT / INQUIRIES

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

14. NEW BUSINESS

No new business items were brought forward.

15. DATE, TIME AND LOCATION OF NEXT MEETING

The next regular session of Council is scheduled for Wednesday, October 21, 2015 at 7:30 pm in Council Chamber.

16. 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 Taylor
Assistant Clerk

Cynthia Geldart
CAO/Clerk

Judy Wilson-Shee
Mayor