

**VILLAGE OF NEW MARYLAND  
COUNCIL**

**October 21, 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

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**1. CALL TO ORDER**

Mayor Wilson-Shee called the meeting to order at 7:32 pm and reminded all in attendance that the Council meeting is being video-recorded for broadcasting.

**2. APPROVAL OF THE AGENDA**

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

**3. APPROVAL OF THE MINUTES**

**MOVED BY** Deputy Mayor McCaie-Burke and **seconded by** Councillor Wiggins to approve the minutes of the September 16, 2015 regular session of Council as circulated. **MOTION CARRIED.**

**4. DISCLOSURE OF INTEREST**

No disclosures of interest were declared.

**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:

- an email from a resident concerning pesticide use;
- an invitation from the Fredericton Chamber of Commerce to attend the Gelu'lg Maw-a-paw event scheduled for November 12<sup>th</sup> at the Delta Fredericton hosted by the New Brunswick Community

- College in celebration of Aboriginal style and culture and in support of Aboriginal leaders;
- a request from the Dept. of Environment and Local Government, sent on behalf of the Dept. of Public Safety, to provide cost estimates for any expenses incurred in our community due to the recent weather event;
  - a newsletter from the Federation of Canadian Municipalities;
  - information from the Federation of Canadian Municipalities about the new report that was released regarding seniors and housing;
  - an invitation from the Fredericton Chamber of Commerce to attend the KPMG Resilience Awards on October 22, 2015 at the Delta Fredericton;
  - the Fredericton Chamber of Commerce Connections newsletter; and
  - a request from a Fredericton resident for financial support to establish a regional ladies recreational hockey team.

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

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

- September 20<sup>th</sup> – volunteered at the Red Knights Ride, along with Deputy Mayor McCaie-Burke;
- September 22<sup>nd</sup> – a meeting with Gerald Withers and John Lyons, Public Works Utilities Supervisor;
- October 1<sup>st</sup> – RSC 11 Special Session to award a tender followed by an information session;
- October 2<sup>nd</sup> – a meeting with senior staff;
- October 2<sup>nd</sup> – a meeting with a resident along with CAO/Clerk Cynthia Geldart, Public Works Transportation Technician Aaron McFadyen, and Public Works Utilities Supervisor John Lyons;
- October 2 – 4<sup>th</sup> – the UMNBA Annual Conference along with Deputy Mayor McCaie-Burke and Councillor Pope;
- October 5<sup>th</sup> – a meeting with Karen Roberts to discuss the Dream Team;
- October 5<sup>th</sup> – Parish of New Maryland Zoomers meeting;
- October 5<sup>th</sup> – a meeting with Jim Horncastle at which CAO/Clerk Cynthia Geldart and Assistant Clerk Karen Taylor also attended;
- October 6<sup>th</sup> – volunteered serving Thanksgiving dinner at NMES;
- October 7<sup>th</sup> – accompanied students from NMES on a tour of the trails behind the New Maryland Centre;
- October 8<sup>th</sup> – the Community Policing Committee meeting along with Deputy Mayor McCaie-Burke;
- October 9<sup>th</sup> – a birthday celebration for CAO/Clerk Cynthia Geldart at which Deputy Mayor McCaie-Burke also attended;
- October 13<sup>th</sup> – a meeting with Karen Roberts and City of Fredericton Deputy Mayor Eric Megarity to discuss fund raising projects for the Dream Team;
- October 15<sup>th</sup> – at the Mayor's request, Deputy Mayor McCaie-Burke attended Ignite Fredericton's announcement;
- October 15<sup>th</sup> – a talk about speeding with Mrs. MacKay's grade 2 class;
- October 15<sup>th</sup> – the Municipal Plan Review Open House along with Deputy Mayor McCaie-Burke, Councillors LeBlanc and Pope, and members of senior staff;
- October 16<sup>th</sup> – RCMP Ride-along from 6 pm until 3 am the following morning;
- October 17<sup>th</sup> – the Pumpkin Carving event along with Councillor Pope;
- October 17<sup>th</sup> – the New Maryland Fire Dept. Open House along with Deputy Mayor McCaie-Burke and

Councillor Pope; and  
October 20<sup>th</sup> – a meeting with MLA Jeff Carr, CAO/Clerk Cynthia Geldart and Treasurer Scott Sparks.

**9. PLANNING ADVISORY COMMITTEE**

Councillor Pope reported that the committee has not met since the last Council meeting.

**10. EMERGENCY RESPONSE PLAN COMMITTEE**

Deputy Mayor McCaie-Burke reported that the committee met on September 22<sup>nd</sup> with 7 members and 4 staff members present.

*Committee meeting*

The meeting began with a practice session involving the set-up of the Emergency Operations Centre as if it had been activated. Covering EOC roles until others arrive, potential road closures, the importance of always carrying appropriate identification, and the need for more EOC resources were just some of the topics that were discussed during the practice. Following the practice, the committee discussed the plans for this year's open house, which was held last Saturday October 17<sup>th</sup> from 11 am to 2 pm at the fire hall. The next committee meeting will be held on Tuesday November 24<sup>th</sup>.

*New Maryland Fire Dept. Open House*

The theme for this year's Open House was "Hear The Beep Where You Sleep" which was a continuation from Fire Prevention Week that was held October 4 – 10<sup>th</sup>. Information about fire prevention was handed out by Fire Dept. personnel while Chief Farrell and other firefighters participated in several demonstrations including: 1) what happens when water is poured on a grease fire; 2) auto extrication using the hydraulic ram; and 3) inflating an airbag to lift a vehicle. All of the demos turned out to be real crowd pleasers and definitely contained the "wow" factor. Representatives from York Sunbury Ground Search & Rescue, RCMP, and NB EMO were also in attendance and the Provincial Electrical Inspector Jim Barter answered questions about the proper way to install generators. Parish of New Maryland Zoomers and the New Maryland Lions Club members assisted with the free barbecue and the New Maryland Lions Club members sold tickets for a fire department fundraiser in support of Muscular Dystrophy. The cake was cut and handed out by Mayor Wilson-Shee, Deputy Mayor McCaie-Burke and Councillor Pope. Village staff and committee members were ready to assist anyone who wanted to register for New Maryland Emergency Alerts. Approximately 150 people were in attendance and although the weather became cold and wet, it did not seem to dampen spirits or enthusiasm. On behalf of Mayor and Council, Deputy Mayor McCaie-Burke thanked everyone who participated and helped to make this another successful Village event. Special thanks goes to the New Maryland Fire Department, Village staff, the New Maryland Lions Club, the Parish of New Maryland Zoomers, Pastor Larry Matthews, York Sunbury Ground Search and Rescue, RCMP, NB EMO, the provincial electrical inspector and the many residents who attended.

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

## 11. PROJECT REPORTS / UPDATES

### (i) **Recreation Department Update:**

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

#### Day Camp / Little Fingers Parent Survey / Reports

An online parent survey for the summer camp programs closed on Friday, October 9<sup>th</sup>. Out of the 95 email invitations that were sent to parents, 40 responses were received. The responses were overwhelmingly positive. A final report along with recommendations for 2016 will be presented to Council later this month.

#### Babysitter Course

A babysitter course was held on Thursday, October 8<sup>th</sup> at Victoria Hall with 11 participants in attendance. The next course is scheduled for Monday, January 4<sup>th</sup>, 2016.

#### Pumpkin Carving

The annual Pumpkin Carving Event was held on Saturday, October 17<sup>th</sup> from 10:00 am until 12 noon in the NMES cafeteria. The event was another record-breaking year for attendance. This year over 275 people were in attendance compared to 210 that attended last year. At the end of the event, there was one pumpkin left of the 150 that had been delivered. The Mayor dropped in for a visit as well as MLA Jeff Carr and Councillor Pope. A very enjoyable time was had by all.

#### Remembrance Day

Planning for the Remembrance Day Service is underway. It is anticipated that over 500 people will be in attendance. The Village is accepting requests from the public to lay a wreath or a cross during the service.

#### Wreath Making Seminar

The Wreath Making Seminar is booked for Saturday, November 28<sup>th</sup> at the New Maryland Centre. The sessions will be held at 9:00 am, 10:15 am and 11:30 am. Anyone planning to participate is encouraged to register as soon as possible as the sessions fill up quickly.

#### Christmas Tree Lighting

The Christmas Tree Lighting is scheduled for Thursday, December 3<sup>rd</sup> at Victoria Hall Park.

#### Christmas House Tour

Our second annual Christmas House Tour is scheduled for Sunday, December 6<sup>th</sup>. Tickets will be on sale beginning November 16<sup>th</sup> at a cost of \$20.00 each. If you would like to purchase a ticket or to obtain more information about this event, please contact Mayor Wilson-Shee or the Village office.

#### Free Skate

Our Free Skate event is booked for December 29<sup>th</sup> at the Grant Harvey Centre from 2:00 – 4:00 pm.

Christmas Break Day Camp

This year we will be holding a one-day Christmas Break Day Camp on December 30<sup>th</sup> at the New Maryland Centre.

New Year's Levee

Our first 2016 Village holiday event will be the New Year's Levee which will be hosted by Mayor and Council on January 1<sup>st</sup>, 2016 at Victoria Hall from 12:00 – 1:30 pm.

Parks & Playgrounds

Allgreen Landscaping was contracted to do maintenance work on the Athletic Park soccer field. The field was limed, fertilized and treated for weeds and clover. It will also receive a second lime and fertilizing later this fall. The treatments have made a big difference and the field looks much healthier and greener.

Trails and Playgrounds

The Village experienced several areas of washouts along the trail and in our playgrounds after the intense rainstorm event we had recently. Two loads of crusher dust were needed for the repairs. Thanks to our Recreation Department staff for all of their hard work reinstating the trails and playground areas. It was noted by a staff member recently that many people are using the trails once again and this is great to see.

Summer student

Summer student Chris Bilensky worked his last day with us on Friday, October 9<sup>th</sup>. Many thanks to Chris for a job very well done. This will be his last year with us as he has completed his university studies.

Community Garden

The community garden program did not have a very successful year. It was a difficult summer for growing due to hot and dry periods that extended for several weeks. The Recreation Department is considering making some changes to improve the community garden program and will be discussing them with Council in the near future.

Social media

Marketing and promotion of the Village continues to improve through the use of social media. As of the today's date, the Village has 565 followers on Twitter and the Village's Facebook page has received 1,146 likes.

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

Discussion:

Councillor Wiggins commented about the flower circle at the Village entrance and the 'Participation' plastic figures that were purchased by the Recreation Department for the circle. He said they were absent from the circle this past summer and stated that he would like to see them incorporated in the future to help encourage physical activity.

Mayor Wilson-Shee said she was very impressed with the attendance at the Pumpkin Carving event. On another note, she informed Council that classes from NMES are being bussed to the New Maryland Centre trails on a weekly basis to do activities. She added that teachers at NMES will be helping to promote the trails. Mayor Wilson-Shee said that she plans to spend some time with the children there tomorrow and share information about the trails, including that one of their own teachers, Jim Dunn, was involved in working on the trails. She said it is great to see our trails being promoted and used. **MOTION CARRIED.**

**(ii) Transportation Department Update:**

Councillor Wiggins gave the following update from the Transportation Department.

Capital Projects

The Cortland Street sidewalk installation project is nearing completion.

The Gravenstein Street culvert replacement project is going well. The curbs have been poured and asphalt should be done soon. An 1800 mm diameter culvert was installed and it is anticipated that a substantial amount of work will be completed by October 23<sup>rd</sup>. Councillor Wiggins stated that the work that was done has been a great improvement.

Team Up to Slow Down Campaign

Village Council, staff and RCMP members took part in an awareness campaign to remind motorists to do their part to slow down while travelling in the Village. Members of Council stood at the entrance of several subdivisions in the early morning throughout the month of September with “Team Up to Slow Down” signs. Councillor Wiggins stated that the morning he and Councillor Pope stood at the entrance of Daniel Drive they both witnessed speeding drivers. Councillor Pope concurred. Councillor Wiggins stated that even though they were holding signage and were wearing highly visible safety vests, they were both very concerned that they had to move in order to avoid a close call with speeding drivers. He added that he feels Daniel Drive needs a sidewalk.

Speed Radar

The speed radar has been placed in various locations throughout the Village to monitor and collect data. White lane markings were painted along the length of Bradshaw Drive towards the outside edge of the street creating a 6.4 meter traffic travelling area. This was done as a pilot project to help reduce speeding on that street.

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

Discussion:

Councillor LeBlanc asked if there were any further results from the white lane marking pilot project on Bradshaw Drive. Councillor Wiggins stated that he was not aware of any at the moment, and added that he hopes the long-term effect of that project will prove to be positive. He noted that this does not mean that white lane markings will be painted on every street.

Councillor Wiggins remarked that Council has looked at many initiatives to try and help address the speeding issue. Deputy Mayor McCaie-Burke commented that the data collected indicates that there was a reduction in speed from 45 km/h to 40 km/h after the white lane markings were painted. Councillor Wiggins remarked that he hopes the outcome of this education campaign will be to focus on the change that the Village is trying to bring about rather than putting an emphasis on numbers. **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 Public Works Supervisor, adopt the revised Video Recording of Council Meetings and Village Events Policy as attached hereto.

Discussion:

Councillor Wiggins commented that the Mayor makes a point of stating at the beginning of every Council meeting that it is being video recorded. He added that signs are also posted in the Village to make residents aware of the presence of video recording equipment. This applies to municipal vehicles as well. **MOTION CARRIED.**

**(iii) New Maryland Fire Department:**

Chief Farrell reported that for the months of July, August, and September a total of 16 calls were received. The total number of calls for the year-to-date is 53. Fire alarms are the leading type of call and a total of 15 have been received so far this year. A total of 515 firefighting hours have been incurred this year-to-date.

Chief Farrell gave an update on the auto-injector pen project. He stated that the pens have been purchased and will be stored with the AED units. The AED unit cabinet and pens that the Village purchased for New Maryland Elementary School will be installed at the school within the next few days. Arrangements are being made for a photo opportunity and presentation at one of the municipal buildings.

**MOVED BY** Councillor LeBlanc and **seconded by** Councillor Wiggins the adoption of the Fire Department's Quarterly report.

Discussion:

Councillor LeBlanc stated that he felt the installation of auto-injector pens in all of the municipally owned public buildings where many Village functions are held is an excellent idea. He noted that Sussex, who was the leader in this type of project, has already experienced someone's life being saved because the pens were installed and made accessible in a public place. Councillor Wiggins commented that the nurse practitioner who initiated the project in Sussex is also a parent and could obviously see the value in having this type of project in the community. Councillor Pope expressed his pleasure that Council agreed to have the pens. As well as an AED unit, installed at NMES. Councillor LeBlanc commented that he hopes more communities will become involved in this worthwhile project. **MOTION CARRIED.**

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

No report was presented.

(v) **Finance Department Update:**

Councillor LeBlanc gave the following update from the Finance Department.

Utility Billing

The third quarter utility bills have been generated and mailed out. Currently there are only two properties in which readings could not be taken remotely and utility staff are working to correct the problem, which requires access to the properties in question. Councillor LeBlanc noted that in the last 6 months, there were approximately 12 residences from whom staff were having problems obtaining readings. The fact that the number has decreased to two is a good indicator of our staff's success rate.

Insurance

The Village's insurance broker has provided the insurance renewals for October 2015 through to September 2016. Although the overall cost is up, the premiums have once again remained unchanged. The annual adjustment for replacement costs was the only factor contributing to the increased cost.

Auditors

The auditors from Grant-Thornton have arrived to start their preliminary audit work for 2015.

**MOVED BY** Councillor LeBlanc and **seconded by** Deputy Mayor McCaie-Burke 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 Treasurer, adopt the Password Policy as attached hereto.

Discussion:

Councillor LeBlanc explained that this policy has been created at the request of the auditors in order to satisfy system and data security requirements. This policy will apply to all of our electronic devices, including cell phones, laptops and iPads. **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 Treasurer, begin the necessary readings to enact By-law Amendment No. 40-02-2015, an amendment to the Water Rates & Sewer Rentals By-law.



Discussion:

Councillor LeBlanc stated that over the past six years New Maryland residents have enjoyed zero increases to their water and sewer utility rates, however this has not happened without a cost. For many years the development of new homes in the Village has been minimal, however the on-going operating costs have continued to rise. Essentially the utility capital portion of the budget has been eroded to allow for increased operating costs due to inflation, additional regulatory costs and foreign exchange. This is not sustainable. The Utility Fund is legislated to be self-funded and as such cannot draw from the General Fund revenues from property taxes and therefore is entirely dependent upon growth and utility rates. In order to avoid any future rate shock, a five year plan is being proposed to provide funding that is both predictable and demonstrates fiscal responsibility. With the implementation of this plan, the Utility Fund will provide long-term sustainability and provide its customers with predictable and fiscally manageable rates.

Councillor Wiggins questioned what that means for residents. Councillor LeBlanc explained that residents will be provided with future projections of what the rates will be each year. He added that the last time the rate was increased Council used a different approach and averaged the increase out over 5 years. This time, Council decided to budget for the projected increase on an incremental basis per year over the next 5 years. Councillor Wiggins inquired if the increase will be sizeable. Councillor LeBlanc responded that the average monthly change in 2016 will be \$2.30. He added that this applies to residents that are on the municipal water and sewer system. Residents who are only on the municipal sewer system will see an increase of \$4.00 per quarter. Deputy Mayor McCaie-Burke commented that she is in favour of the incremental increase and mentioned that for retired persons smaller increases are easier to adjust to than larger ones. **MOTION CARRIED.**

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

**MOVED BY** Councillor Pope and **seconded by** Deputy Mayor McCaie-Burke to approve the Treasurer's Report for the month of September 2015 as follows:

- from the General Operating account by cheques and direct payments \$446,199.53;
- from the Water & Sewer Operating account \$55,206.29;
- from the General Capital account \$160,709.93; and
- from the Water & Sewer Capital account \$0.

**MOTION CARRIED.**

**13. PUBLIC INPUT / INQUIRIES**

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

**14. NEW BUSINESS**

First and second readings of By-law Amendment No. 40-02-2015

**MOVED BY** Councillor Wiggins and **seconded by** Councillor LeBlanc to read By-law Amendment No. 40-02-2015, an amendment to the Water Rates & Sewer Rentals By-law, for the first time, this reading by title only. **MOTION CARRIED.**

*Councillor Wiggins read By-law Amendment No. 40-02-2015 for the first time by title only.*

**MOVED BY** Councillor Wiggins and **seconded by** Deputy Mayor McCaie-Burke to read By-law Amendment No. 40-02-2015, an amendment to the Water Rates & Sewer Rentals By-law, for the second time, this reading by title only. **MOTION CARRIED.**

*Councillor Wiggins read By-law Amendment No. 40-02-2015 for the second time by title only.*

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

The next regular session of Council is scheduled for Wednesday, November 18, 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 8:09 pm.

Respectfully submitted,

Karen Taylor  
Assistant Clerk

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Cynthia Geldart  
CAO/Clerk

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Judy Wilson-Shee  
Mayor