

**VILLAGE OF NEW MARYLAND
COUNCIL**

November 18, 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 Wiggins and **seconded by** Councillor Pope to approve the agenda with the amendment to remove the Recreation motion. **MOTION CARRIED.**

3. **APPROVAL OF THE MINUTES**
MOVED BY Deputy Mayor McCaie-Burke and **seconded by** Councillor Pope to approve the minutes of the October 21, 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:
 - a communication from Ignite Fredericton regarding the 2016 Canadian Public Sector Lean Summit which will be held in Fredericton next April;
 - a reminder from Communities in Bloom that submissions for the Gardens of Remembrance Program

- must be received by November 25, 2015;
- information from the Union of Municipalities of NB concerning the Summit on Development of Regions, which was held last weekend in Miramichi;
- a newsletter from the Federation of Canadian Municipalities;
- an invitation to attend a networking event hosted by the Fredericton Chamber of Commerce;
- details of a workshop being hosted by Dalhousie University regarding Local Government Finance for Elected Municipal Officials which will be held on December 11th ;
- notification from the Fredericton Chamber of Commerce of the State of the City Address which will be held on November 24th; and
- correspondence from the Union of Municipalities of NB relating to the Climate Change initiative that was presented at the UMNb Annual Conference last month.

8. MEETINGS AND/OR SPECIAL EVENTS

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

- Oct. 22nd - RSC 11 Budget meeting;
- Oct. 23rd – Coffee hour hosted by Planet Hatch along with Deputy Mayor McCaie-Burke;
- Oct. 23rd – NB Trails banquet;
- Oct. 23rd – Fall Frolic at NMES along with Councillor Pope;
- Oct. 26th – meeting with Don Fitzgerald, Executive Director, RSC 11;
- Oct. 27th – pumpkin carving with Mr. Graves’ class at NMES;
- Oct. 28th – tour of the New Maryland Centre trails with NMES students;
- Oct. 29th – Summit meeting along with Deputy Mayor McCaie-Burke;
- Oct. 30th – meeting with NB Power representatives concerning the vegetation management program along with Public Works Supervisor Rockland Miller and Public Works Transportation Technician Aaron McFadyen;
- Nov. 2nd – a meeting with Chief Administrative Officer Cynthia Geldart;
- Nov. 2nd – the Parish of New Maryland Zoomers’ meeting;
- Nov. 2nd – committee meeting discussing the future of the St. Mary the Virgin Church;
- Nov. 3rd – RSC 11 meeting;
- Nov. 4th – tour of the New Maryland Centre trails with NMES students;
- Nov. 4th – UMNb Zone 5 meeting along with Deputy Mayor McCaie-Burke, Councillor LeBlanc, and CAO Cynthia Geldart;
- Nov. 5th – Regional Reception held at the Hanwell Municipal office along with Deputy Mayor McCaie-Burke, Councillors LeBlanc and Pope, and members of senior staff;
- Nov. 6th – Presentation ceremony for CWO Lucas Emery, who has been named Canada’s most outstanding Army Cadet and is the recipient of the 2015 General Walsh Memorial Sword. He was also presented with a 5-year service award and the National Star of Excellence Level 3, and was promoted to Chief Warrant Officer. (*Mayor Wilson-Shee noted that she worked with Mr. Emery when he volunteered two years ago at our Canada Day celebration*);
- Nov. 9th – Community Policing Sub-committee meeting;
- Nov. 10th – Remembrance Day Service at NMES along with Deputy Mayor McCaie-Burke and Chief Farrell;
- Nov. 11th – Remembrance Day Service at Victoria Hall Park cenotaph along with all members of

Council; staff members helped out in various ways to make sure the event was well organized and well done;

Nov. 12th – tour of the New Maryland Centre trails with NMES students;

Nov. 12th – the Gelu'lg Maw-a-paw event at the Delta Fredericton hosted by the New Brunswick Community College in celebration of Aboriginal style and culture, and in support of Aboriginal leaders; and

Nov. 18th – Parish of New Maryland Zoomers' Pot Luck with CWO Emery as the guest speaker.

9. PLANNING ADVISORY COMMITTEE

Councillor Pope reported that the committee met on November 2nd with two members absent.

- The minutes from the September 14th Committee meeting were reviewed and approved.
- The Building Permit reports for September and October were reviewed. Eighteen permits were issued each month which brings the total number of permits issued this year to 147.
- The Public Open House meeting for the Municipal Plan Review Project was held on October 15th. Members of Council, the Planning Advisory Committee, and several staff members were in attendance as well as approximately 15 residents. The draft By-law and future Land Use Map were reviewed at the meeting. Once the final revisions to these documents are completed, formal presentation to the public by way of the legislated Public Presentation will be tentatively scheduled for mid to late January 2016. In the meantime, review and revision of the Zoning, Subdivision and Building By-laws is ongoing.

MOVED BY Councillor Pope and **seconded by** Councillor Wiggins 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 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 Surface Construction (storm water attenuation pond, curb and gutter, asphalt paving and partial boulevard construction and landscaping) portions of the works completed to date is due to expire on November 19, 2015.

The Village Council, on the recommendation of the Village Engineer and Staff, resolves to authorize termination of the warranty period for the portions of the surface works completed to date (storm water attenuation pond, curb and gutter, asphalt paving and partial boulevard construction and landscaping), and also authorize an \$18,000 reduction to the existing \$134,000 combined warranty and performance security held in relation to referenced development. The revised date of expiry for the remaining \$116,000 performance security amount shall be August 31, 2016, and all remaining

construction and corrections of deficiencies shall be completed by the Developer by the same date.
MOTION CARRIED.

10. EMERGENCY RESPONSE PLAN COMMITTEE

No report was presented.

11. PROJECT REPORTS / UPDATES

(i) Recreation Department Update:

Councillor Pope presented the following update from the Recreation Department.

Remembrance Day

The Remembrance Day Service held on Wednesday, November 11th had approximately 500 in attendance. The community was very supportive and the weather was cooperative. Councillor Pope thanked all of the individuals involved who helped make this event a success.

Christmas Events

The Wreath Making Seminar is fully booked. Sixty spaces have been filled in the three sessions. The Christmas Tree Lighting is scheduled for Thursday, December 3rd at Victoria Hall Park.

Parks & Playgrounds

Some boardwalk repairs that have been identified were repaired last week. In addition, Mike's Tree Service was contacted to remove a tree that fell onto the suspension bridge. The trail is getting lots of use by New Maryland Elementary School students. Several classes have been exploring the trails with the Mayor, doing nature scavenger hunts, and learning the history of how and when the trails were built.

Beautification

Four dozen 16" wreaths have been ordered and will be installed on the power poles along the highway once we have received permission from NB Power to do so.

MOVED BY Councillor Pope and **seconded by Councillor Wiggins** the adoption of this report.
Discussion:

Councillor Wiggins made the recommendation that invitations to participate in the Remembrance Day service should be extended to all religious denominations in our community. He added that even though we may not see a specific structure or place of worship in our community, there may be those in the area who are starting a new religious affiliation and we should be making a point of reaching out and recognizing them. Mayor Wilson-Shee confirmed that this topic will be discussed at the next Council-In-Committee meeting.

Mayor Wilson-Shee stated that the wreath seminar is very popular with residents and families in particular. She gave a brief history of the wreath making seminar which she helped to start 13 years ago.

Mayor Wilson-Shee explained that the tree that broke off near the suspension bridge on the

New Maryland Centre walking trails has been removed, as well as the tree that fell across the trails. She added that she has been going once or twice per week to the trails with the students from NMES. They have enjoyed the experience very much and it has been very educational.

Mayor Wilson-Shee announced that the Christmas House Tour will be held on December 6th. Tickets are now on sale for \$20. The tour will visit 5 different places followed by door prizes and refreshments at the New Maryland Centre. She stated that tickets can be purchased at the Village office or by calling her at 459-3535. Proceeds from the tour will go toward decorative lighting which will be displayed next to the Village's Welcome sign over the holiday season.

Mayor Wilson-Shee commented that the NMES Choir may be interested in singing at our Christmas Tree Lighting ceremony next year if they are invited. She asked that our CAO please pass this information on to staff. **MOTION CARRIED.**

(ii) **Transportation Department Update:**

Councillor LeBlanc gave the following update from the Transportation Department.

Cortland St. Sidewalk Installation

The project has been completed except for some minor landscape work which will be done in the spring of 2016. The project consisted of installing concrete sidewalk along Cortland Street from 97 Cortland Street to Melrose Avenue.

Gravenstein St. Culvert Replacement

The culvert replacement on Gravenstein Street has been completed except for the landscape work which will be done in the spring of 2016. The project consisted of replacing a 1200 mm diameter culvert with an 1800 mm diameter concrete culvert to improve the capacity to a 1-in-100-year plus 20 percent storm event.

Fall Leaf Pick-up

Fero will be picking up bags of leaves on the east side of Highway 101 on Wednesday, November 25th, and on the west side of Highway 101 on Thursday, November 26th. As a reminder, only bags of leaves will be accepted and no other yard debris will be collected. Please have your bags to the curb by 7:00 am the morning of pick-up. More information can be found on the Village website at www.vonm.ca.

NB Power Tree Trimming Operations

Over the next couple of months and until early January 2016, NB Power has a vegetation contractor, Wildwood Services, trimming and cutting trees near power lines to reduce the frequency of power outages due to falling trees or branches. The contractor will be conducting roadside work along the New Maryland Highway, portions of Sunrise Estates, Castle Acres, Applewood Acres and Springwater Place. Customers affected by the work will be contacted by the contractor. Residents are asked to please contact NB Power at 1-800-663-6272 or visit NB Power's website if they have questions about the maintenance program. Councillor LeBlanc noted that at this time the contractor will be trimming branches on primary lines, not secondary lines.

Animal Control

For the month of October, our Animal Control By-law Enforcement Officer responded to 10 calls. Most of the calls were for dogs running at large. He also performed 4 patrols in the Village and did not encounter any issues.

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

Discussion:

Councillor LeBlanc clarified that the Fall Leaf Pick-Up is a separate pick-up and the bags of leaves will go to the local compost facility rather than the landfill, thereby helping to reduce tipping fees.

Council noted that residents on Cortland Street should be aware that the sidewalk from Carlough Street to Russet Street will be installed on the north side of Cortland Street. Council asked that staff post a map of future sidewalk locations on the Village website.

MOTION CARRIED.

(iii) Water & Wastewater Department Update:

No report was presented.

(iv) Finance Department Update:

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

Disaster Relief - Tropical Storm Arthur

The second and final application for disaster relief relating to Tropical Storm Arthur has been submitted. This claim is for the damage incurred on the trails behind the New Maryland Centre. The amount of the claim is for \$43,963.43.

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

Discussion:

Councillor Wiggins recommended that Council invite the new Liberal MP to our Council meeting. This would allow Council to greet him and thank him for his continued support of the Village. Mayor Wilson-Shee asked that the CAO arrange for an invitation to attend the Council meeting be extended to our new Member of Parliament. **MOTION CARRIED.**

(v) Administration Department:

► **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, as per the recommendation of the Chief Administrative Officer, adopt the revised version of the Human

Resources Policy Manual as attached hereto.

Discussion:

Councillor Wiggins explained that the original Human Resources Policy Manual was adopted by Council in December 2007. Over the years a number of amendments have been approved by Council. This revised version incorporates the Council-approved amendments and general updates into one comprehensive document. **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 for the month of October 2015 as follows:

- from the General Operating account by cheques and direct payments \$302,598.60;
- from the Water & Sewer Operating account \$16,524.12;
- from the General Capital account \$207,711.38; and
- from the Water & Sewer Capital account \$2,995.63.

MOTION CARRIED.

13. PUBLIC INPUT / INQUIRIES

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

14. NEW BUSINESS

Third and Final readings of By-law Amendment No. 40-02-2015

MOVED BY Councillor LeBlanc 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 third time, this reading in its entirety. **MOTION CARRIED.**

Councillor LeBlanc read By-law Amendment No. 40-02-2015 for the third time, in its entirety.

MOVED BY Councillor LeBlanc 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 final time, this reading by title only, thereby enacting the by-law amendment.

Discussion:

Councillor LeBlanc explained that over the past six years New Maryland has 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. **MOTION CARRIED.**

Councillor LeBlanc read By-law Amendment No. 40-02-2015 for the final time, thereby enacting the by-law amendment.

15. DATE, TIME AND LOCATION OF NEXT MEETING

The next regular session of Council is scheduled for Wednesday, December 16, 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 8:00 pm.

Respectfully submitted,

Karen Taylor
Assistant Clerk

Cynthia Geldart
CAO/Clerk

Judy Wilson-Shee
Mayor