

**VILLAGE OF NEW MARYLAND  
COUNCIL**

**December 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

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**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 Wiggins to approve the minutes of the November 18, 2015 regular session of Council as circulated. **MOTION CARRIED.**

**4. DISCLOSURE OF INTEREST**

There were no disclosures of interest declared.

**5. PRESENTATIONS**

- (i) Hon. Matt DeCoursey, MP, joined the meeting and introduced himself to the Mayor and Council. His Executive Assistant Kurt Goddard was in attendance as well. Mr. DeCoursey updated the Mayor and Council on some of the projects he has been working on since being elected, and informed them of upcoming strategies that he will be undertaking in the new year. Mayor Wilson-Shee and Council each took a moment to voice their opinions of what they believe are the Village's items of greatest importance. Mr. DeCoursey agreed to meet with Mayor and Council early in the new year to discuss priority items, how best to approach them, and sources for additional funding. On behalf of Council, Mayor Wilson-Shee thanked him for taking the time to attend the meeting and stated that she and Council look forward to working with him in the future.
- (ii) Mayor Wilson-Shee presented Rogers TV personnel Jeff Despres (camera) and Tara King-Stewart (audio) with tokens of appreciation for their work throughout the year, and wished them a Merry Christmas on behalf of Council.

**6. PROCLAMATIONS**

Mayor Wilson-Shee read the proclamation for International Day of Persons with Disabilities.

**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 Dept. of Public Safety detailing the Canadian Standards Association (CSA) Z1600-14 document regarding a framework to create an Emergency Continuity Management Program;
- correspondence from the Dept. of Environment and Local Government concerning the Community Funding and Equalization Grant and municipal tax base announcement;
- a press release from the New Brunswick Human Rights Commission asking the residents of New Brunswick to show compassion and respect for the refugee families who will soon be arriving in our communities;
- a 'thank you' note from a resident regarding our "Merry Christmas" banner;
- a special holiday newsletter from Ignite Fredericton;
- correspondence from the Department of Transportation and Infrastructure regarding the municipal maintenance rates that will be effective January 1, 2016;
- information from the Dept. of Environment and Local Government concerning the Climate Change Adaptation and Infrastructure conference that will be held in Moncton on February 11, 2016;
- a request from the Dept. of Transportation and Infrastructure to submit an updated Five Year Plan as part of the regular program of improvements to provincially designated highways within municipalities for the 2016 construction season;
- results of the Shale Gas Development poll that was conducted by the Atlantic Centre for Energy from the Union of Municipalities of New Brunswick;
- an invitation from the Fredericton Chamber of Commerce to attend their 'Winter Warmer' Open House on January 21, 2016; and
- an invitation to attend the State of the Province Address on Thursday, January 28, 2016 as well as an opportunity to submit questions to the Premier.

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

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

- Nov. 19<sup>th</sup> – tour of the New Maryland Centre walking trails with students from NMES;
- Nov. 21<sup>st</sup> – Price's annual kitchen party and fundraiser;
- Nov. 24<sup>th</sup> – Fredericton's State of the City address, along with Councillor Pope;
- Nov. 25<sup>th</sup> – tour of the New Maryland Centre walking trails with students from NMES;
- Nov. 26<sup>th</sup> – the Village's Open House, along with Deputy Mayor McCaie-Burke, Councillors LeBlanc and Pope, and senior staff;
- Nov. 27<sup>th</sup> – a performance by Tristan Horncastle at NMES, and student Avalyn Sweetland performed the opening song;
- Nov 28<sup>th</sup> – an appearance at the Wreath Making seminar;
- Nov. 29<sup>th</sup> – Hanwell's 2<sup>nd</sup> Annual Open House and Tree Lighting;
- Dec. 1<sup>st</sup> – RCMP Oromocto District Operational briefing;

- Dec. 2<sup>nd</sup> – Gemtec reception;
- Dec. 3<sup>rd</sup> – tour of the New Maryland Centre walking trails with students from NMES;
- Dec. 3<sup>rd</sup> – the annual Tree Lighting Ceremony at Victoria Hall with Deputy Mayor McCaie-Burke and Councillors LeBlanc and Pope;
- Dec. 4<sup>th</sup> – the Village’s Christmas Party, along with Deputy Mayor McCaie-Burke, Councillors LeBlanc and Pope and the majority of staff;
- Dec. 6<sup>th</sup> – the New Maryland Lions Club breakfast, along with Deputy Mayor McCaie-Burke and Councillor Pope;
- Dec. 6<sup>th</sup> – the 2<sup>nd</sup> Annual Christmas House Tour which was very successful based on the numerous positive comments received;
- Dec. 7<sup>th</sup> – PNM Zoomers’ Annual General meeting;
- Dec. 7<sup>th</sup> – committee meeting to discuss the future of St. Mary the Virgin Church;
- Dec. 8<sup>th</sup> – PNM Zoomers’ Social;
- Dec. 8<sup>th</sup> – the Food and Toy Drive, along with Deputy Mayor McCaie-Burke;
- Dec. 9<sup>th</sup> – tour of the New Maryland Centre walking trails with students from NMES;
- Dec. 9<sup>th</sup> – Christmas Reception hosted by the Commander and Officers of the 5<sup>th</sup> Canadian Division Support Group and Combat Training Centre, Base Gagetown;
- Dec. 9<sup>th</sup> – New Maryland Lions Club reception following the Food and Toy Drive along, with Deputy Mayor McCaie-Burke;
- Dec. 10<sup>th</sup> – RCMP “J” Division Annual Commanding Officers Reception;
- Dec. 15<sup>th</sup> – RSC 11 Governor’s Committee meeting; and
- Dec. 16<sup>th</sup> – NMES Christmas Concert, along with Councillor Pope.

## 9. PLANNING ADVISORY COMMITTEE

Councillor Pope reported that the committee met on December 2<sup>nd</sup> with 1 member absent.

- The minutes from the November 2<sup>nd</sup> meeting were reviewed and approved.
- The committee reviewed the draft Zoning, Subdivision, and Building By-laws as part of the Municipal Plan and Development Related By-laws Project.
- The Building Permit report for November indicated that 9 permits were issued for a total of 156 permits issued to date this year. One variance was reviewed and approved by the committee.
- The next meeting is scheduled for January 11, 2016.

**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 Wiggins 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 Developer has completed portions of Surface Construction Works (storm water attenuation pond, curb and gutter, asphalt paving and partial boulevard construction);

The Village Council, on the recommendation of the Village Engineer and Staff, resolves to authorize a \$43,500 reduction to the existing \$116,000 Performance Security held in relation to referenced development. The revised date of expiry for the remaining \$72,500 Performance Security 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.**

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

**Be It Resolved That** as per the requirements of the *Community Planning Act*, RSNB (1973) Chapter c-12 and amendments thereto, the Council of the Village of New Maryland moves that the public notice requirements of Sections 25 of the *Community Planning Act* be fulfilled; and that the regular Village Council meeting of Wednesday, January 20, 2016, at 6:30 p.m., at the Council Chamber in the Village Office, 584 New Maryland Highway, be set as the time and place for the Public Presentation of proposed amendments to the Village Municipal Plan By-law, and

**Be It Further Resolved That** the Council of the Village of New Maryland moves that the public notice requirements of Sections 68 of the *Community Planning Act* be fulfilled; and that the regular Village Council meeting of Wednesday, March 16, 2016, at 6:30 p.m., at the Council Chamber in the Village Office, 584 New Maryland Highway, be set as the time and place for the Public Hearing and consideration of public comments in support of, or opposition to, proposed amendments to the Village Municipal Plan By-law. **MOTION CARRIED.**

#### 10. EMERGENCY RESPONSE PLAN COMMITTEE

Councillor LeBlanc reported that the committee met on November 24<sup>th</sup> with 8 members and 3 staff members present.

- The meeting began with a practice exercise of setting up the Emergency Operations Centre as if it had been activated for an emergency situation. As a result of the exercise the committee realized that there is room for improvement, and staff will be working on fine-tuning some procedures. The process of setting up the EOC is a valuable learning experience which the committee will be continuing at future committee meetings.
- Following the practice exercise, Chief Farrell led an information/training session using the Emergency Response Guidebooks which contain crucial information about how to classify dangerous goods and hazardous materials, and how to identify potential hazards.
- The next committee meeting is scheduled for February 16, 2016.

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

## 11. PROJECT REPORTS / UPDATES

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

Councillor Wiggins presented the following update from the Recreation Department.

#### Christmas Events

The “Christmas in the Village” newsletter is available through e-mail and on social media and includes information about many Village events that will be taking place over the holidays.

The Wreath Making Seminar was held on Saturday, November 28<sup>th</sup> from 9:00 am – 1:00 pm at the New Maryland Centre. Seventy-five people attended and 63 wreaths were made. Thanks to George Bidlake for facilitating the seminar for us this year.

Councillor Wiggins thanked everyone who participated in the Toy and Food Drive this year, and thanked NMES student Swazey Price who assisted the Mayor with the tree lighting and also helped Santa when he arrived.

A community skate is booked at the Grant Harvey Centre for Tuesday, December 29<sup>th</sup> from 2:00 – 4:00 pm. In addition, Council is once again hosting the New Year’s Levee at Victoria Hall on January 1<sup>st</sup> from 12:00 – 1:30 pm.

A Christmas Break Day Camp will be held on December 30<sup>th</sup> at the New Maryland Centre. A total of 20 registrations will be accepted.

#### Babysitter Course

Our next babysitter course will be held on January 4<sup>th</sup> at Victoria Hall.

#### NMES

Open Gym is available at different times throughout the week. Everyone is encouraged to use this great resource that is accessible to the community.

#### Badminton

A six-week beginners’ badminton program will be starting on January 10<sup>th</sup> on Sundays from 12:00–2:00 pm at a cost of \$40 per participant.

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

### (ii) **Transportation Department Update:**

Councillor Pope gave the following update from the Transportation Department.

#### Fall Leaf Pick-Up

The Fall Leaf Pick-Up was completed at the end of November and was extended to a third day because of the amount of leaves placed at curb side. Village Council wishes to thank residents for

their patience and cooperation during the collection.

NB Power Tree Trimming Operations

NB Power will continue with its tree trimming operations until early January 2016. NB Power has hired a vegetation contractor, Wildwood Services, who 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. Questions regarding the maintenance program should be directed to NB Power at 1-800-663-6272 or NB Power's website.

Snow Removal Operations

Snow clearing operations have begun and with the mild weather some sod damage has occurred to street shoulders. Where damage has occurred, Public Works staff will make repairs in early spring.

As a reminder, the ban on overnight parking is in effect to allow clearing of streets during storm events. Vehicles are not permitted to be parked on Village streets between midnight and 7:00 am or during snow storms.

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

Discussion:

Councillor Wiggins asked that residents refrain from parking vehicles on Village sidewalks, and reminded them that the purpose of sidewalks is to provide a safe place for pedestrians to walk.

**MOTION CARRIED.**

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

Councillor Wiggins presented the following update from the Water & Wastewater Department.

Wellfield Exploration

The Village continues to actively look for a water source and is in negotiations with a land owner to gain access for the purpose of drilling a test site to determine if it is a suitable location.

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

**(iv) Finance Department Update:**

No report was presented.

► **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 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 General Government Office Building/Reception

Area.

Discussion:

Deputy Mayor McCaie-Burke stated that this resolution sets aside funds for future capital work for the office reception area. Councillor Wiggins noted this will allow the reception area to be modified so that it provides better privacy and increases the security of personal information.

**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 transfer the sum of \$25,000 from the General Operating Fund (Acct # 0626 1013-181) to the General Capital Reserve Fund (Acct # 0626 1015-021) for Infrastructure Replacement Reserve.

Discussion:

Deputy Mayor McCaie-Burke explained that this simply sets funds aside for future replacement of existing infrastructure in order to reduce future borrowings. **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, transfer from the General Operating Fund (Account # 0626 1013-181) to the General Capital Fund (Account # 0626 1020-875) any surplus amount created at year-end from the General Operating Fund.

Discussion:

Deputy Mayor McCaie-Burke clarified that this resolution allocates unused general operating funds for continuing capital projects in subsequent years. **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, transfer from the Water and Sewer Operating Fund (Account # 0626 1014-176) to the Water and Sewer Capital Fund (Account # 0626 1020-867) any surplus amount created at year-end from the Water and Sewer Operating Fund.

Discussion:

Deputy Mayor McCaie-Burke explained that this resolution allocates unused utility operating funds for continuing capital projects in subsequent years. Councillor Wiggins stated that Council tries to ensure that the funds to be transferred are minimal and that Council is being fiscally responsible by budgeting only what is needed. **MOTION CARRIED.**

## 12. APPROVAL OF THE TREASURER'S REPORT

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

- from the General Operating account by cheques and direct payments \$229,594.40;
- from the Water & Sewer Operating account \$26,932.19;
- from the General Capital account \$72,581.37; and
- from the Water & Sewer Capital account \$11,767.54.

**MOTION CARRIED.**

**13. PUBLIC INPUT / INQUIRIES**

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

Mayor Wilson-Shee stated that she was pleased to announce that the crossing guard at NMES, Linda Roach, has received a national award. A competition across Canada was held for crossing guards and Linda's name was submitted as a nominee by the NMES principal, Heather Hallett. Three winners were declared from across Canada and Linda was announced as one of the winners. She will be presented with a cheque and certificate some time in the new year. Mayor Wilson-Shee expressed her pride and appreciation for Linda being a great representative of the Village.

On behalf of Council and staff, Mayor Wilson-Shee wished every a very Merry Christmas and a Happy New Year.

**14. NEW BUSINESS**

There were no items brought forward.

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

The next regular session of Council is scheduled for Wednesday, January 20, 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 8:19 pm.

Respectfully submitted,

Karen Taylor  
Assistant Clerk

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Cynthia Geldart  
CAO/Clerk

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Judy Wilson-Shee  
Mayor