

VILLAGE OF NEW MARYLAND
COUNCIL

20 January 2016

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
Harry Farrell, Fire Chief
Rockland Miller, Public Works Supervisor (for agenda items 1 – 5)
John Lyons, Public Works Utilities Supervisor (for agenda items 1 – 5)
Aaron McFadyen, Public Works Transportation Technician (for agenda items 1 – 5)

Other: 4 members of the public

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 Deputy Mayor McCaie-Burke and **seconded by** Councillor Pope to approve the agenda as distributed.

Discussion:

Councillor Wiggins requested confirmation that Council agreed at the January 13th Council-In-Committee meeting to adopt the budget at the evening's meeting. Mayor Wilson-Shee responded that Council did agree to that however following that meeting the consensus of Council was to postpone the adoption of the budget.

Councillor Wiggins asked for confirmation that we have been contacted by the Province who has encouraged Council to adopt the budget. Mayor Wilson-Shee clarified that it was the Dept. of Environment and Local Government that contacted our office and she stated that she did have a long conversation about the budget with that department. She added that she informed the department that Council will be meeting in the very near future to discuss the budget again, and once Council approves the budget and a date is set for its adoption, they will be contacted.

Councillor Wiggins questioned the number of other municipalities who have not yet adopted their 2016 budgets. Mayor Wilson-Shee said she is aware of one municipality that as of Monday of this week has not yet adopted their budget. **MOTION CARRIED.**

3. **APPROVAL OF THE MINUTES**

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

4. DISCLOSURE OF INTEREST

There were no disclosures of interest declared.

5. PRESENTATIONS

(i) John Lyons, Public Works Utilities Supervisor, was recognized by Rockland Miller, Public Works Supervisor, as the 2015 recipient of the ACWWA Silent Hero Award for New Brunswick. Rockland stated that each year the ACWWA recognizes the outstanding contributions of water and wastewater operators in each of the four Atlantic Canada provinces. During his employment with the Village of Doaktown, John was nominated by his colleagues for outstanding achievements which included acquiring his Water Distribution Level 1 and Level 2 certification, Water Treatment Level 1 certification, and Wastewater Level 1 certification. Rockland congratulated John for his achievement and welcomed him to the Village of New Maryland.

6. PROCLAMATIONS

Mayor Wilson-Shee read the proclamation for Heritage Day and Week 2016.

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:

- notification from the Union of Municipalities of New Brunswick regarding the adoption of their 5-year plan;
- information from the Dept. of Transportation and Infrastructure concerning the Municipal Designated Highway Program;
- a letter of appreciation to former MP Keith Ashfield for his years of support and collaboration with the Village during his political career as our MLA and MP;
- information regarding the New Brunswick Liquor Commission's pilot project and privatization of liquor sales;
- an invitation from the Fredericton International Airport Authority to participate in their 2016 YFC Runway Run which will be held on May 28, 2016;
- a news release concerning donations that will be accepted by the Multicultural Association of Fredericton for the Syrian refugee families;
- an announcement of the Disaster Financial Assistance Program for Municipalities for damage caused by heavy rainfall on September 30, 2015;
- a newsletter from the Federation of Canadian Municipalities; and
- an update from the Union of Municipalities of New Brunswick regarding the Climate Change and Energy Initiative Project.

8. MEETINGS AND/OR SPECIAL EVENTS

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

Dec. 17th – a meeting with Brian MacDonald MLA;

Dec. 17th – a Christmas dinner hosted by the New Maryland Fire Department;
Dec. 18th – the Village office staff party along with Deputy Mayor McCaie-Burke;
Dec. 21st – RSC 11 Board meeting regarding the transfer of funds;
Jan. 1st – the Village’s Levee along with Deputy Mayor McCaie-Burke, Councillor LeBlanc, and Chief Farrell;
Jan. 1st – the Lt. Governor’s Levee, along with Deputy Mayor McCaie-Burke and Councillor LeBlanc;
Jan. 4th – the Parish of New Maryland Zoomers’ meeting;
Jan. 5th – RSC 11 meeting, followed by a meeting with a RSC 11 board member;
Jan. 11th – a meeting with the Home and School Association’s representative and three members of the New Maryland Lions Club;
Jan. 12th – a meeting with Don Fitzgerald, ED for RSC 11;
Jan. 14th – a meeting with CAO/Clerk Cynthia Geldart, Public Works Supervisor Rockland Miller, Paul Elliot (Matthews McCrea Elliot), and John McKinney (Opus);
Jan. 14th – the Community Policing Committee meeting;
Jan. 15th – a baby shower for Village staff member Kirk Billings along with Deputy Mayor McCaie-Burke;
Jan. 18th – a special event at NMES at which three members of the Toronto Blue Jays team attended;
Jan. 18th – the Home and School Association meeting; and
Jan. 20th – a pot luck hosted by the PNM Zoomers.

9. PLANNING ADVISORY COMMITTEE

Councillor Pope reported that the committee met on January 11th with one member absent.

- The committee reviewed and approved the minutes from the December 2nd meeting;
- Additional amendments to the Zoning, Subdivision and Building By-law were reviewed by the committee as part of the Municipal Plan Review Project;
- The Building Permit Report was presented. For the month of December, 6 permits were issued which brings the total for the year to 160.
- The next meeting is scheduled for February 1st at 7:00 pm.

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

10. EMERGENCY RESPONSE PLAN COMMITTEE

No report was presented.

11. PROJECT REPORTS / UPDATES

(i) Recreation Department Update:

Councillor LeBlanc presented the following update from the Recreation Department.

Outdoor Rinks

The first rink had a good start right after the Christmas Break but then unusually warm weather followed by a significant rain event set progress back considerably. After this week's snow storm was cleared, flooding has resumed and the intention is to have the first rink open within the next week if the weather stays cold. Councillor LeBlanc noted that staff hope to have at least one rink open by this weekend and added that the request has been made to please stay off the rinks until they are ready.

Programs & Events

The Free Skate at the Grant-Harvey Centre on December 29th drew surprisingly high numbers despite a snow storm that day. Close to 80 people enjoyed the 2-hour skate. The next Free Skate is scheduled over the March Break on Tuesday, March 8th.

The babysitter course scheduled for January 4th was cancelled as only 7 people registered (10 is the minimum). Everyone was notified and 4 have carried over their registrations to the March Break course which is being held on Friday, March 13th; the other three registrants are being refunded.

The Christmas Break Day Camp had 8 registrations and 7 participants. Despite the smaller crowd, all of the kids, staff, and CITs had a very fun day. The snowstorm on the December 29th made for perfect conditions for playing outside. In addition, the kids did two crafts, inside games, decorated cookies and watched a movie with popcorn in the afternoon.

The badminton lessons scheduled to begin on January 10th have been rescheduled to March 20th for six weeks and will be re-advertised. Only three registrations were received and all three are still interested in the later dates. Even though the lessons were well promoted, the timing may not have been ideal as December is such a busy time of year for families.

NMES

A new Gym Supervisor, Molly McIntyre, was hired and started the week of January 11th.

Open Gym returned on January 8th after a three-week closure of NMES and almost 50 people attended over the three weekend sessions.

Three sets of badminton nets will be ordered for use at Open Gym as this continues to be one of the most popular activities. NMES has been kind enough to loan us their nets for almost a year.

The school continues to be very busy with weekend bookings. Councillor LeBlanc noted that it is great to see the school being so well used after hours. It allows us to extend our Recreation programming to our residents. Councillor LeBlanc added that suggestions for new programs are always welcome and will be given consideration.

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

Discussion:

Councillor Wiggins gave an update on the status of the clock located in the NMES gym which had not been working for a long time. He said that during a tournament this past weekend a wire was found hanging behind the wall panel, and once it was reconnected the clock began to work again. He added that he was pleased that repair costs did not have to be incurred in order to make the clock functional again. Mayor Wilson-Shee noted that it was her understanding that we had the opportunity to borrow a clock from the YMCA if needed. Councillor Wiggins confirmed that our Recreation Coordinator had borrowed a clock and brought it to the school for the weekend tournament, and once the NMES clock was working again, she returned the clock to the YMCA.

Mayor Wilson-Shee stated that she had intended to attend the free skate on December 29th but was out of the province that day and was unable to return in time. She said she was pleased to hear that it was well attended. **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 approves the Parish of New Maryland Zoomers' 2016 Memorandum of Understanding, as attached hereto, effective January 1, 2016 for a 3-year period, and that the Mayor and Clerk are authorized to execute said agreement.

Discussion:

Councillor LeBlanc explained that the MOU provides direction to Village staff and the PNM Zoomers regarding the administration and operations of the Seniors Centre located within the New Maryland Centre facility. The MOU has previously been renewed on an annual basis however Council has agreed to extend this agreement for a 3-year period. Councillor LeBlanc added that even though the agreement is for a 3-year term, the last line of the agreement states that any of the parties, in writing, may terminate the agreement in whole or in part, at any time before the date of expiration.

Councillor Wiggins expressed his feeling that the MOU does not need to be for a 3-year period. Previously the MOU had been for a 1-year term only and it has worked well. He said he is concerned that by adopting this MOU it will permit the PNM Zoomers to rent out the Village's facility and they will in turn charge others to use the facility. He remarked that considering the facility is currently operating at a loss, incurring more wear and tear on the building will mean further financial hardship and therefore he cannot support a 3-year agreement. He added that at the January 13th Council-In-Committee meeting, it was suggested by a member of Council that a critical examination of the use of the New Maryland Centre needs to be performed, and a business plan for the New Maryland Centre needs to be developed to help it become self-supporting. Councillor Wiggins stated that giving the Zoomers free use of the NM Centre that they then rent to others, while knowing that many of the members are not residents of the Village, is not something he cannot support.

Councillor LeBlanc asked if Councillor Wiggins is suggesting to make a motion to change the MOU back to a 1-year agreement. Councillor Wiggins said that the previous 1-year MOU worked well and he did not understand why it had to be changed. Even though Council had in previous meetings agreed to approve the 3-year agreement, he said he made it abundantly clear that he did not agree with a 3-year term agreement.

Deputy Mayor McCaie-Burke commented that she understands Councillor Wiggins concerns, but she reiterated that the agreement makes provision for its revision or termination if required. Councillor Wiggins stated that he wants taxpayers to know that by adopting this agreement we are allowing the Zoomers to rent the NM Centre to other groups over a 3-year period. He noted that it seems odd that a 3-year agreement would be adopted by Council when there are only a few months left until the next municipal election. He said he felt it should have been kept as a 1-year agreement and the newly elected Council could decide if they wanted to proceed with a 3-year agreement.

Mayor Wilson-Shee responded that the Zoomers do not rent out the facility on a daily basis. If someone approaches the Zoomers and offers an activity, there is a cost involved and the Zoomers were told by a Village staff member that they can charge a fee. She stated that the Zoomers do contribute to the community by sponsoring a hole for the golf tournament and by donating to the Canada Day event. Mayor Wilson-Shee added that the Bridge Club does rent the upstairs of the NM Centre and they pay dues for that.

MOVED BY Councillor LeBlanc to adopt the Parish of New Maryland Zoomers' 2016 Memorandum of Understanding with the amendment to change the term back to a 1-year period. The motion was not seconded. MOTION LOST. Cynthia Geldart informed Council that the original motion to adopt the 3-year agreement stands.

Mayor Wilson-Shee stated that Council had agreed to change the term of the MOU to 3 years, and under the direction of Council she went to the Zoomers to ask them if they would be in favour of a 3-year term in the agreement, and they were. In light of this, she declared that she would not have voted in favour of an amended motion.

Mayor Wilson-Shee, Deputy Mayor McCaie-Burke, Councillor LeBlanc, and Councillor Pope voted in favour of the motion. Councillor Wiggins voted against the motion. **MOTION CARRIED.**

(ii) Public Works Department Update:

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

Snow removal Operations

Operators have cleared streets for a total of nine times so far this winter. The mild temperatures have caused some issues of sod damage however Public Works staff will be making repairs in early spring. Sidewalks have been cleared fourteen times this winter and have been sanded as needed to ensure safe pedestrian travel.

As a reminder to the public, no overnight parking is permitted to allow clearing of streets during storm events. Vehicle are not to be parked on Village streets between midnight and 7:00 am or during snow storms.

Wellfield Exploration

A Water Supply Source Assessment (WSSA) was sent to the Department of Environment for their comments and assessment. Potential drill sites have been identified on a property of interest and contract negotiations with the property owner are ongoing.

Wastewater Equipment Maintenance

Staff have kept busy over the past few months making repairs or replacing equipment as it is needed. Maintenance has included replacing impellers on sewage lift pumps to improve performance, replacing a drive motor on a rotary drum sieve at one of the lift stations, replacing air lift piping in the sand filters at the wastewater treatment plant and replacing a mag meter at one of the main sewage lift stations. Staff continue to perform routine maintenance to ensure equipment is running smoothly and effectively.

Public Works Reports

Staff worked on a total of 155 Public Works Reports received in 2015 from Village residents. The reports have increased from the 130 reports that were received in 2014. Twenty-three of the reports related to municipal water and wastewater issues while the remainder concerned transportation issues such as snow clearing, storm water concerns, and speeding.

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

(iii) New Maryland Fire Department Reports:

Chief Farrell gave the quarterly report for the months of October, November, and December 2015, and the 2015 Year-End Report. A total of 21 calls were received for the last quarter of 2015, which put the total at 74 calls for the year. The majority of calls were for power lines and pole fires. On December 15th nine calls for service were received which was due to a snow storm. Man hours for the quarter totaled 275. The department responded to 74 calls in 2015 which is a decrease from 2014 in which 89 calls were received. A total of 690 hours were spent by the department responding to calls for service. The leading types of calls were fire alarms (16), power lines and pole fires (15), and vehicle accidents (11). Of the 74 calls for the year, 42 were in the Village, 13 were mutual aid calls, and 7 were assisting other departments with structure fires. The number of calls received between 8 am and 5 pm totaled 43, 20 calls were between the hours of 5 pm and 12 midnight, and 11 calls were received between 12 midnight and 8 am. Tuesday was the busiest day of the year with 20 calls.

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

(iv) Finance Department Update:

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

Audit

The auditors have performed their preliminary audit. They will return at the end of February for the complete audit.

Budget

The 2016 budget has been prepared by staff and reviewed by Mayor and Council and it will be

presented next week in a Special Session of Council at a date and time to be announced.

Gas Tax

In December the second installment for the year for Gas Tax was received in the amount of \$141,853.50.

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

Discussion:

Councillor Wiggins commented that the tax rate in 2009 was lowered and in the following years 2010, 2011, and 2012, it was maintained. In 2013, the rate was increased and then stayed the same for 2014 and 2015. He acknowledged that the Village incurred large debt recently with the culvert projects on Cortland Street and Gravenstein Street that were roughly \$1 million to install and were from funds that had to be borrowed. Councillor Wiggins stated that he encouraged his fellow Council members to think of ways that the debt can be addressed and one suggestion made was to eliminate the Village Christmas dinner next year. He noted that the Christmas dinner is a small expenditure of approximately \$2,000 while the replacement of infrastructure costs millions of dollars. He added that Council is deliberating and planning for the future, however he is concerned about the residents of the Village if Council does not take some action and set a plan in the near future. Deputy Mayor McCaie-Burke explained that Council is diligently working on the budget and does not have a final document to present publicly at this time. She added that Council is being careful to ensure that the budget will take into consideration the needs of the entire Village. Deputy Mayor McCaie-Burke said that a special session of Council will be held to adopt the budget and residents will be invited and encouraged to attend so that they will have a better idea of how budget funds are spent. Councillor Wiggins questioned if the budget will address the debt that was been incurred. He stated that he is troubled by the Village taking loan after loan from the government and not having a plan in place to address repayment of those loans. Deputy Mayor McCaie-Burke responded that this is why further discussion by Council is required. Mayor Wilson-Shee asked that Councillor Wiggins please bring his concerns to the table for discussion at the next budget meeting.

Mayor Wilson-Shee corrected Councillor Wiggins' statement that the Christmas dinner should be discontinued, and she clarified that the suggestion was made to forego the entertainment at the Christmas Dinner which was an expenditure of about \$2,100. She commented that Council will need to discuss at the next budget meeting whether or not they are in favour of spending taxpayers' dollars on entertainment at the Christmas Dinner. She confirmed that the suggestion regarding cutting entertainment was just one of many suggestions that were made to help reduce spending and no one recommended removing it from the budget. Councillor Wiggins said that he has the list of the suggestions that were made which he understood has been circulated to Council. Mayor Wilson-Shee stated that she has seen the list and she hopes they will be addressed at the next budget meeting.

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 December 2015 as follows:

- from the General Operating account by cheques and direct payments \$1,158,324.73;
- from the Water & Sewer Operating account \$225,811.00;
- from the General Capital account \$244,314.40; and
- from the Water & Sewer Capital account \$28,000.00.

MOTION CARRIED.

13. PUBLIC INPUT / INQUIRIES

Three members of the public were in attendance, but none offered input or made inquiries.

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, February 17, 2016 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 8:10 pm.

Respectfully submitted,

Karen Taylor
Assistant Clerk

Cynthia Geldart
CAO/Clerk

Judy Wilson-Shee
Mayor