

VILLAGE OF NEW MARYLAND
COUNCIL

18 October 2017

Present: Mayor Judy Wilson-Shee
Deputy Mayor Alex Scholten
Councillor Paul LeBlanc
Councillor Gisèle McCaie-Burke
Councillor Mike Pope
Councillor Tim Scammell

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

1. **CALL TO ORDER**

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

2. **APPROVAL OF THE AGENDA**

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

3. **APPROVAL OF THE MINUTES**

MOVED BY Councillor Tim Scammell and **seconded by** Councillor Mike Pope to approve the minutes of the 20 September 2017 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 CAO/Clerk, Cynthia Geldart, as per the request of Mayor Judy Wilson-Shee:

- the WorkSafe NB newsletter;
- an email from the Economic and Social Inclusions Corporation relating to the *Small Acts, Big Impact*

- awareness campaign;
- information from the Fredericton Chamber of Commerce regarding FullSail 2017 – Exploring the Possibilities: Community Economic Development Corporations;
- an invitation from the New Brunswick Association for Community Living to attend their 60th Anniversary Conference October 27 – 28th at the Fredericton Inn;
- the monthly Ignite Fredericton newsletter;
- the Municipal Review Statistics Report for New Maryland from Service NB; and
- information concerning the Gelu’lg Maw-A-Paw celebration of indigenous art and culture which will be hosted by the New Brunswick Community College on November 23rd at the Delta Fredericton.

8. MEETINGS AND/OR SPECIAL EVENTS

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

- September 21st – Age-Friendly Community Ad hoc committee meeting along with Deputy Mayor Scholten and Councillor Gisèle McCaie-Burke;
- September 21st – Community Policing Committee meeting, also attended by Councillor Tim Scammell;
- September 22nd – farewell reception for a staff member, also attended by Councillor Gisèle McCaie-Burke;
- September 23rd – Fredericton Seniors Caregivers’ Expo, also attended by Councillor Gisèle McCaie-Burke;
- September 24th – 30th anniversary service and celebration of Holy Trinity Anglican Church;
- September 25th – meeting with Bob Doon of Taylor Printing, also attend by Chief Farrell;
- September 25th – committee meeting to discuss the future of St. Mary the Virgin Church;
- September 28th – regional reception at the New Maryland Centre, also attended by Councillors LeBlanc, McCaie-Burke, Pope and Scammell and members of senior staff;
- September 29th – UMNb conference, also attended by Deputy Mayor Scholten, Councillors McCaie-Burke, Pope and Scammell for various sessions (*the conference extended to October 1st*);
- October 1st – Fredericton Aquanauts Swim Team (FAST) annual general meeting and awards celebration banquet, also attended by Councillor Mike Pope for a portion of the meeting;
- October 2nd – PNM Zoomers’ meeting, also attended by Councillor Gisèle McCaie-Burke;
- October 2nd – PAC meeting;
- October 3rd – volunteered at NMES to serve Thanksgiving dinner;
- October 3rd – RSC 11 Board meeting; Deputy Mayor Scholten attended the workshop held after the Board meeting;
- October 4th – 50th Anniversary formal reception for Meals on Wheels;
- October 5th – meeting with Cynthia Geldart, CAO;
- October 10th – meeting with Yves Gagnon, also attended by Deputy Mayor Scholten, Councillors LeBlanc, McCaie-Burke and Scammell;
- October 12th – meeting with Cynthia Geldart, CAO;
- October 12th – meeting with Don Fitzgerald, ED, RSC 11;
- October 13th – announcement of funding for the NM Centre solar panel project which was also attended by Deputy Mayor Scholten, Councillors McCaie-Burke, Pope and Scammell, Building Inspector/Development Officer Rob Pero and members of senior staff;
- October 14th – volunteered at the breakfast hosted by the Lions Club and New Maryland Fire Department with proceeds going to the FHS Kats’ Kitchen; Councillor Tim Scammell volunteered, and Deputy Mayor Scholten and Councillor Gisèle McCaie-Burke also attended;
- October 15th – tour of the Village of Hope;

October 16th – meeting with Sgt. Griffiths, RCMP and Cynthia Geldart, CAO;
October 16th – meeting to discuss the future of St. Mary the Virgin Church;
October 17th – Lions Club meeting; and
October 18th – CBC interview concerning the Playhouse.

9. **PLANNING ADVISORY COMMITTEE**

Councillor Tim Scammell reported that the Planning Advisory Committee met on October 2nd and provided the following update from that meeting.

Building Permits

Building Inspector/Development Officer Rob Pero reviewed with the committee the building permit report for August 2017 and noted that it was a moderately active month with 14 building permits having been issued. Staff also reviewed with the committee the building permit report for September 2017 and noted that it was also a moderately active month with 16 permits issued. The current year-to-date totals stand at 114 permits issued, \$2,602,803 in estimated value of construction, and \$20,310 in permit fee revenue.

Tentative Subdivision Plan

The committee was in receipt of two separate applications for the approval of a tentative subdivision plan that proposed creation of a new landlocked parcel. In each case the proposal would yield a net result of an existing building being situated on its own respective new lot. The Village's Subdivision By-Law requires that all new lots to be created by a subdivision plan must front on a municipal street, or be provided access via right-of-way, or some other means of access, that meets the approval of the Planning Advisory Committee. Upon a detailed review by the Committee, an approval was granted to allow a private right-of-way as a means of access to the landlocked parcel proposed by each of the respective applicants.

Also, with respect to the Village's Subdivision By-law requirements for dedication of Land for Public Purposes (LFPP), an exemption to the LFPP requirements is authorized in such instances where a plan proposes creation of a lot containing an existing main building at the time of subdivision. For both applications the dedication of LFPP was deemed to be not required.

Similar Use Application

The committee was in receipt of an application for a similar use approval to permit light industrial use of the accessory building located at the rear of a property on New Maryland Highway. In agreement with the applicant, the committee decided to defer further review of the matter pending staff's collection of additional information in relation to the file.

MOVED BY Councillor Tim Scammell and **seconded by** Councillor Gisèle McCaie-Burke the adoption of this report. **MOTION CARRIED.**

10. **EMERGENCY RESPONSE PLAN COMMITTEE**

No report was presented.

11. **PROJECT REPORTS AND UPDATES**

(i) **Recreation Department:**

Deputy Mayor Alex Scholten presented the following update from the Recreation Department:

Day Camp Parent Survey

The online parent survey will be closed next week. To date 32 responses were received out of 82 email invitations sent to parents. The responses to date have been overwhelmingly positive and the changes made this past year have received very positive comments from the parents. A final report along with any additional recommendations for 2018 will be prepared later this month.

Pumpkin Carving

The pumpkin carving event will be held on Saturday, October 28th from 10:00 am until noon in the Elementary School cafeteria. Staff has ordered 150 pumpkins from Harvey's Vegetables which will be delivered on Friday afternoon after lunch but before the buses arrive.

Each year the Village provides the pumpkins, a large variety of stencils, and all the carving supplies and materials, as well as colouring pages and stickers for younger participants. There will also be healthy snacks on hand including apples, granola bars and juice boxes. Last year the event was moved to the weekend before Hallowe'en and it was a big hit with parents and kids. On average, between 250-275 people are welcomed and although it's a very busy morning, everyone always has a wonderful time. Set-up will take place Friday evening and Saturday morning the day camp supervisor and a camp counsellor will be helping at the event.

Remembrance Day

Planning for the annual Remembrance Day service is now underway, which will be held at the cenotaph at Victoria Hall Park. The soloist, Julie MacLean, has been contacted. The bugler, Kastriot Axhami, and the pipe band have been confirmed. Pastor Larry Matthews and Rev. Kelly Burke are both confirmed. The NMES school principal has been contacted to request two grade five students to read "In Flanders Fields". The Lions Club, Guides & Scouts will be contacted this week. Staff met on-site with members of the 1 Engineer Squadron to go through the ceremonial logistics.

The highway banner for Remembrance Day will be hung from November 6th to November 14th. Requests from the public to lay wreaths/crosses during the service are being accepted. A reception at the NM Centre will follow the service. Most Village staff will be involved in one way or another with the Remembrance Day service. It is anticipated that 400+ people will be in attendance.

Wreath Making Seminar

The wreath making seminar is booked for Saturday, November 25th at the New Maryland Centre. The sessions will be held at 9:00 am, 10:15 am and 11:30 am. George Bidlake has agreed to lead the sessions again this year and he always does an excellent job. Although the event hasn't been promoted yet, registrations started coming in as soon as the Fall/Winter program guide was delivered. To date there are 16 people registered. The event continues to grow in popularity but the most that can be accommodated in one session is 24 people.

Community Events

The Annual Fall Frolic at NMES will be held on Friday, October 20th from 5:00 – 8:00 pm and

some new activities/events this year include a “parents lounge”, food trucks, and a fireworks display at 8:30 pm. The Recreation Department has also agreed to loan to the school a few carnival games that are used for New Maryland Day festivities.

The FHS Kats’ Kitchen hosted a successful fundraising breakfast at the New Maryland Centre on Saturday, raising almost \$2,800 to support student breakfasts and lunches at FHS. Special thanks to the Lions Club for donating the breakfast supplies and to members of the Village of New Maryland Fire Department who assisted with the cooking. Mayor Judy Wilson-Shee, Councillor Tim Scammell and Chief Farrell were on hand to assist with the event.

The Recreation & Leisure Services Department is supporting these events by posting information on Facebook, Twitter and the community bulletin board.

PNM Zoomers

The November monthly meeting for the PNM Zoomers will be held on Monday, November 6th at 10:00 am in the board room at the New Maryland Centre. All are welcome to attend. Monthly activities for October/November include:

- Stretch and strengthening classes every Tuesday and Thursday morning from 10:00-11:00 am in the Seniors’ Centre.
- Potluck social meets every other month. The next one is scheduled for November 15th at 5:30 pm with guest speaker Jennifer Ingram, attorney at law, who will speak at 6:30 pm. All are welcome.
- Book Club meets the fourth Thursday at 11:00 am in the boardroom. The next meeting is scheduled for October 26th. The selection for this meeting is "They Left Us Everything" by Plum Johnson.
- The PNM Zoomers will be hosting a soup luncheon on October 24th at 11:30 am at the New Maryland Centre. This event is sponsored by Dana Demmings Realty and the theme is “Hallowe’en”.

Annual RecNB Conference

Recreation Coordinator, Michelle Sawler, will be attending this year’s bi-annual RecNB Conference from October 18th - 20th at the Crowne Plaza. She served on this year’s conference organizing and program planning committee. On Wednesday afternoon, a bus tour of the conference delegates will be visiting three progressive recreation facilities, including the Splash Park in downtown Fredericton, the Grant Harvey Centre/Abony Tennis Centre and the newly refurbished inclusive playground equipment at NMES. Erica Ward, who is the Chair of the NMES Home & School Association, has agreed to lead the discussion on-site and will provide a tour of the facilities. This is a wonderful opportunity to showcase the new playgrounds to recreation staff from around the province.

NMES

There are now three supervisors working at the NMES gym. The gym is now booked each weekday evening and many weekends with one-of special events, open gym and Sunday night adult volleyball. The past three weeks have been exceptionally busy. Friday night open gym is now attracting between 25-30 participants. Five birthdays are booked in October as well as a Paint & Sip event and a karate workshop. Pickleball resumed in October and plays Saturdays from 10:00 am – 12:00 pm.

Parks & Playgrounds

Due to the unusually mild weather, staff has spent much of the past month watering the various flower beds/planters and mowing parks and playing fields. This past week, the contracted landscaper began to clean out some of the flowers, but any that are still thriving and healthy will remain until the weather gets cooler.

In addition, the portable washrooms will remain in place at the parks for an extra month and will be removed the week prior to Hallowe'en.

The community garden users have been notified that the plots will be tilled by October 20th. Three new plots will be added for the 2018 gardening season, bringing the total to 18. There were several extra inquiries this year and for the first time all requests were accommodated. Despite the hot dry summer, most of the plots seem well cared for by a dedicated group of gardeners. A small garden tiller was purchased which saved staff from renting one several times over the summer. It was also used for the pea gravel in the playgrounds.

Staff spent two days replacing approximately 16 feet of boardwalk behind the New Maryland Centre. A third "stringer" board was added under the boardwalk for additional durability. Additional sections of the boardwalk will need replacing each year as the original wood deteriorates.

Some of the typical fall maintenance and equipment shutdown, such as winterizing of mowers, has not yet begun. Much of the equipment is still being used due to persistent milder temperatures.

MOVED BY Deputy Mayor Alex Scholten and **seconded by** Councillor Tim Scammell the adoption of this report.

Discussion:

Mayor Judy Wilson-Shee commented that she has received three verbal comments from residents saying how pleased they are with the beautiful flower displays this summer. She asked that the CAO pass the comment on to staff. **MOTION CARRIED.**

(ii) Public Works Department:

Councillor Paul LeBlanc presented the following update from the Public Works Department.

Public Works Reports

Village staff investigated five Public Works reports for the month of September. The reports were inquiries to culvert inspections, asphalt repair and garbage collection.

Fall Leaf Pick-Up

The Fall Leaf Pick-Up has been scheduled for November 15th and 16th. Residents whose garbage is collected on Mondays will have their leaves picked up on Wednesday, November 15th and residents whose garbage is collected on Tuesdays will have their leaves picked up on Thursday, November 16th. As a reminder, only leaves in compostable paper bags will be accepted, no other yard debris will be collected. Please have your bags to the curb by 7:00 am the morning of pick-up. For more information, please visit the Village website at www.vonm.ca.

New Maryland Community Support Group – Speed Radars

The New Maryland Community Support Group raised enough funds from the New Maryland Golf Tournament to purchase two new speed radar units at a cost of \$3,552.33 each. One speed radar has been installed on MacIntosh Drive in Applewood Acres subdivision and the second speed radar has been installed on Sunrise Estates Drive in Sunrise Estates subdivision. The units help notify motorists of their speed and assist staff in identifying areas where more police patrols may be required. The Village of New Maryland Council thanks the New Maryland Community Support Group for their efforts in raising funds to purchase the speed radars.

Tree Canada

The Village of New Maryland participated in the Tree Canada Program. Funding from the Government of Canada and CN (Canadian National), a partner of Tree Canada, allowed the planting of trees which are native to New Brunswick, Canada and symbolic to First Nations people. White spruce and balsam fir have been planted along the front of the Centennial Gardens attenuation pond located along Highway 101. Additional red maple and white birch were planted by the New Maryland Girl Guides and Boy Scouts. A ceremony will be held at the site on October 21st at 11:00 am to commemorate the tree planting.

Speed Radars for September/October

The speeds captured for September/October are similar to the last report. Motorists are reminded to adhere to the posted speed limit of 40km/h and be watchful for children going to and from school.

Remanufactured MT-5 Trackless Municipal Tractor

The Village took possession of a “new” remanufactured MT-5 Trackless Municipal Tractor this month. The remanufactured tractor is approximately 30% less to purchase than a new municipal tractor. The tractor came with a new snow blower and will be used by Public Works staff in clearing snow from municipal sidewalks. The Village has just over eight kilometres of sidewalk including the 820 metres of sidewalk constructed this summer.

Sunrise Estates Drive Culvert Installation

The Sunrise Estates Drive culvert replacement has been completed. The project included the replacement of a 750 mm diameter culvert at the entrance to Sunrise Estates Drive with two 900 mm diameter culverts. The culvert on Sunrise Estates Drive was identified during the Village’s Stormwater Management Plan as needing to be upgraded to handle a 1 in 100-year storm event plus 20%.

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

Discussion:

Mayor Judy Wilson-Shee noted that at last month’s Council meeting she gave a detailed breakdown of the revenue and expenses from the golf tournament and how much was raised. She explained that there was actually a shortage of \$495 which the New Maryland Community Support Group agreed to cover. She stated that golf tournament participants were told the approximate amount of funds that were raised, and she wanted to clarify the actual amount that was raised. Mayor Judy Wilson-Shee commented that she informed the Public Works

Supervisor this morning that she would be addressing this at the Council meeting this evening.
MOTION CARRIED.

(iii) New Maryland Fire Department Quarterly Report:

Chief Farrell presented the quarterly report for the months of July, August and September. A total of 13 calls for service were received during the period for a total 101 hours. This brings the year-to-date number of fire calls to 50 and the number of firefighting hours to 463.

MOVED BY Councillor Tim Scammell and **seconded by** Deputy Mayor Alex Scholten the adoption of this report. **MOTION CARRIED.**

(iv) Finance Department:

No report was presented.

(v) Administration Department:

No report was presented.

► **MOVED BY** Deputy Mayor Alex Scholten and **seconded by** Councillor Paul LeBlanc the following resolution of Council:

Be It Resolved That the Council for the Village of New Maryland appoint Councillor Tim Scammell to serve on the Community Policing Committee for a one-year term.

Discussion:

Deputy Mayor Alex Scholten explained that the motion is provided for the appointment of Councillor Tim Scammell to the Community Policing Committee, for a period of one year, as agreed by Council at the September 27, 2017 Council-In-Committee meeting.

MOTION CARRIED.

(vi) Age-Friendly Community Ad hoc Committee:

Councillor Gisèle McCaie-Burke presented an update from the Age-Friendly Community Ad hoc Committee.

The Age-Friendly Community Ad hoc committee held its monthly meeting on Thursday, September 21, 2017 with nine committee members present. The meeting was focused on receiving updates on the on-going activities presented by the chairs of the three Age-Friendly sub-committees.

Identification of Needs of Seniors sub-committee

The chair of the sub-committee reported that a second focus group was held on September 20th and the third and final group is scheduled for October 11th. There have been good discussions and a lot of constructive comments have been received. The participants were grateful for being invited.

The draft of the Age-Friendly Community Survey was reviewed. As previously reported to Council, a community survey tool was initiated by the Senior Goodwill Ambassadors from the

capital region. The New Maryland ad hoc committee decided that since the capital region's survey tool is comprehensive, it will be to the Village's advantage to use it. The survey will also be produced in both official languages and available for any community to use. The ad hoc committee spent a fair amount of time at the meeting reviewing the questions and answers of the questionnaire. At the end of the discussion, the committee members agreed that they were more comfortable with the survey tool. The survey length is more manageable and questions are easier to understand. Any questions that are not relevant to New Maryland will be removed. This will reduce the length of the questionnaire as well. A revised survey tool will be brought to the next monthly meeting in October for any further changes to be made.

Data Analysis sub-committee and Preparation of Report Update

The sub-committee is on target to have a very preliminary report prepared for November.

Community Inventory sub-committee

This sub-committee has been responsible to obtain a statistical profile of the citizens and the community as well as an inventory of community programs, services and businesses. The committee briefly reviewed some of the statistical information gathered so far. The committee also had an opportunity to review results of a business survey that Deputy Mayor Alex Scholten, who is one of the sub-committee members, has been working on. Deputy Mayor Alex Scholten stated that he identified all of the businesses (including home-based) operating in the community. He indicated that he visited businesses several times and in some instances delivered the surveys again and again in order to obtain responses. He noted that very few businesses declined to take the survey and they were received in a positive way. The report with the inventory of the programs and services is almost complete and should be received soon after some tweaking to the report.

New Business

The municipalities of St. Andrews and Grand Bay-Westfield approached New Maryland to present an update regarding what the Village's Age-Friendly Community Ad hoc committee has been doing toward becoming more of an age-friendly community. As chair of the ad hoc committee, Councillor Gisèle McCaie-Burke made the presentations to both communities. Mayor Judy Wilson-Shee attended one of the presentations. The communities were very appreciative to receive the information provided.

Video Clips

The committee members were told that the city of Moncton is planning to hold 'A Day for the Ages' forum at the end of September. Since New Maryland held a similar forum in May, the City of Moncton asked if members of New Maryland's ad hoc committee would be willing to participate in a small promotional video production to speak very briefly about their experiences. The mayor and another committee members participated in the production.

Announcement from Mayor

Mayor Judy Wilson-Shee announced to the committee that the Village of New Maryland has been presented with a certificate from Hon. Lisa Harris, Minister of Seniors and Long-Term Care, in recognition of the committee's efforts toward becoming an age-friendly community. She added that the NB Age-Friendly Recognition Program recognizes municipalities and communities who have completed the first two steps based on the World Health Organization's framework to become age-friendly. Minister Harris also sent her wishes for New Maryland's

ongoing success as the work continues toward becoming an age-friendly community.

Summary of Steps and Activities

The committee reviewed the summary of steps and activities that it has been working on since November 2016. The committee is very proud of its accomplishments to date. The community survey and the final report to Council have yet to be done. Due to an unexpected delay, the committee agreed to issue the survey in November instead of October and the completion of the report will be performed after the results of the survey have been compiled. Meanwhile, the committee felt that enough information has been acquired to produce an interim report internally, and information can be added as it is received. The committee agreed that an interim report should be provided to Council for their consideration during the Village's budget process this fall. Because of the amount of work yet to be completed, the committee agreed to extend its term past December if needed.

Survey Meeting

Councillor Gisèle McCaie-Burke attended a meeting on October 17th with the Fredericton Capital Region Survey Committee to do a final review of the survey tool. The reading level of the questionnaire is now more literacy friendly and some tweaking of the questions has been done. New Maryland's ad hoc committee will review the latest draft at the next meeting, which will be held October 19th from 10:00 to 11:30 am, to determine if the survey will be ready to issue in November. The committee anticipates that many residents will want to complete the survey on-line. Those who wish to have a one-on-one interview in order to complete the survey will be accommodated. New Maryland residents will be notified by various means when the survey will take place and how to complete it.

In conclusion, Councillor Gisèle McCaie-Burke remarked that many hours and a lot of hard work has been done by many volunteers to put this age-friendly project together and get it running. She added that the input of residents through the completion of the survey will be vitally important if the needs of New Maryland's aging population are to be appropriately captured.

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

12. APPROVAL OF THE TREASURER'S REPORT

MOVED BY Councillor Mike Pope and **seconded by** Councillor Tim Scammell to approve the Treasurer's Report for the month of September 2017 as follows:

- from the General Operating account by cheques and direct payments \$1,412,732.88 (*One Million Four Hundred and Twelve Thousand Seven Hundred and Thirty-Two Dollars and Eighty-Eight Cents*);
- from the Water & Sewer Operating account \$418,983.93 (*Four Hundred and Eighteen Thousand Nine Hundred and Eighty-Three Dollars and Ninety-Three Cents*);
- from the General Capital account \$128,740.30 (*One Hundred and Twenty-Eight Thousand Seven Hundred and Forty Dollars and Thirty Cents*); and
- from the Water & Sewer Capital account \$20,036.24 (*Twenty Thousand and Thirty-Six Dollars and Twenty-Four Cents*).

Discussion:

Councillor Mike Pope explained that the adoption of the Treasurer's monthly report fulfills a municipal requirement under provincial legislation. **MOTION CARRIED.**

13. PUBLIC INPUT / INQUIRIES

There were no members of the public present at the meeting 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, 15 November 2017 at 7:30 pm in Council Chamber.

16. MOTION FOR ADJOURNMENT

MOVED BY Councillor Paul LeBlanc and **seconded by** Councillor Gisèle McCaie-Burke to adjourn the meeting. **MOTION CARRIED.**

The meeting adjourned at 8:02 pm.

Respectfully submitted,

Karen Taylor
Assistant Clerk

Cynthia Geldart
CAO/Clerk

Judy Wilson-Shee
Mayor