

**VILLAGE OF NEW MARYLAND
COUNCIL**

November 19, 2014

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

Also Present: Cynthia Geldart, Chief Administrative Officer/Clerk
Karen Duncan, Assistant Clerk
Scott Sparks, Treasurer

Regrets: Councillor Peter Wiggins

Guests: Mark Mahoney

1. CALL TO ORDER

Mayor Wilson-Shee called the meeting to order at 7:30 pm.

2. APPROVAL OF THE AGENDA

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

3. MOMENT OF SILENCE

A moment of silence was observed in memory of Cpl. Nathan Cirillo, Warrant Officer Patrice Vincent, and City of Fredericton Councillor David Kelly.

4. APPROVAL OF THE MINUTES

MOVED BY Councillor Pope and **seconded by** Deputy Mayor McCaie-Burke to approve the minutes of the October 15, 2014 regular session of Council as distributed. **MOTION CARRIED.**

5. DISCLOSURE OF INTEREST

No disclosures of interest were declared.

6. PRESENTATIONS

Mark Mahoney presented Council with an update regarding the 2015 Provincial Curling Championships which will be held at the Tri-County Complex January 28 – February 1, 2015 in Fredericton Junction. Mayor Wilson-Shee stated that it is a well-organized and worthwhile event that the Village looks forward to sponsoring.

7. PROCLAMATIONS

No proclamations were read.

8. CORRESPONDENCE

The following correspondence was read into the record by the CAO/Clerk, Cynthia Geldart, as per the request of Mayor Wilson-Shee:

- a letter from the Dept. of Environment and Local Government, Sustainable Development and Impact Evaluation Branch, advising of the revised Open Loop Earth Energy Systems guide;
- a request from J.D. Irving Ltd. to participate in their Community Emergency Response Plan; and
- an invitation from the Centre for Local Prosperity, Nova Scotia to participate in their *Local Prosperity: New Economics for Rural Canada* conference which will be held April 9 – 12, 2015.

9. MEETINGS AND/OR SPECIAL EVENTS

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

- Oct. 16th – a meeting with the Christmas House Tour committee;
- Oct. 16th – a meeting with our Fire Department in which she thanked them for the excellent service they provided during post tropical storm Arthur;
- Oct. 17th – the grand opening of the Canada Post outlet in the New Maryland Circle K convenience store;
- Oct. 18th – the pumpkin carving event at NMES;
- Oct. 18th – the Fall Fair at the Fire Hall which focused on the theme “Are You Ready For The Next Extreme Weather Event?” which was also attended by Deputy Mayor McCaie-Burke, Councillor LeBlanc, CAO/Clerk Cynthia Geldart, Assistant Clerk Karen Duncan and Fire Chief Harry Farrell;
- Oct. 19th – the launch of the Provincial Curling Championship which will be held in early 2015 in Fredericton Junction;
- Oct. 20th – a talk about abuse presented by Connie Saulnier at Fredericton High School;
- Oct. 21st – a meeting with the Christmas House Tour committee;
- Oct. 22nd – a meeting with Councillor Dunn and Connie Saulnier;
- Oct. 22nd – the Remembrance Day on-site meeting;
- Oct. 23rd – a special announcement by Ignite Fredericton held at Knowledge Park which was also attended by Deputy Mayor McCaie-Burke and Councillor Pope;
- Oct. 27th - a meeting with the Christmas House Tour committee;
- Oct. 28th – a meeting held at the Fredericton Convention Centre to discuss the Regional Performing Arts Centre project along with our CAO/Clerk Cynthia Geldart;
- Oct. 29th – a meeting with the three previous mayors for a photo opportunity;
- Oct. 29th - the New Maryland Community Support Group meeting along with Acting Recreation Coordinator Michelle Sawler and Councillor Dunn;
- Oct. 31st – a meeting with Pastor Matt Linton;
- Nov. 3rd – a meeting with the Christmas House Tour committee;
- Nov. 4th – the RSC 11 meeting;
- Nov. 6th – the public meeting for the Water Master Plan along with Deputy Mayor McCaie-Burke, Councillors LeBlanc and Pope, our CAO/Clerk Cynthia Geldart, and senior staff;
- Nov. 7th – the Remembrance Day service held at NMES along with Councillor Pope and our Fire Chief Harry Farrell;
- Nov. 10th – the launch of the LAV (Light Armoured Vehicle) monument campaign hosted by MLA Brian MacDonald;
- Nov. 10th - a meeting with the Christmas House Tour committee;

Nov. 11th – the Village’s Remembrance Day Service along with Deputy Mayor McCaie-Burke, Councillors Dunn and Pope and many staff members;
Nov. 13th – the State of the City Address along with Deputy Mayor McCaie-Burke and Councillors LeBlanc and Pope;
Nov. 15th – the RSC 11 special budget meeting;
Nov. 17th – a meeting with resident Dan Taylor;
Nov. 18th – attended a portion of the Emergency Response Plan Committee meeting to present gifts of recognition and a certificate; and
Nov. 19th – the PNM Zoomers’ pot luck, which was also attended by Councillor Pope and his daughter Alex.

10. COMMITTEE REPORTS / UPDATES

Planning Advisory Committee

Councillor Pope reported that the Planning Advisory Committee met on November 10th with two members absent.

- The committee reviewed and approved the minutes from the October 6th meeting.
- The committee was also informed that the RFPs for the Municipal Plan and Development Related By-laws were reviewed. The invitation has now closed and a total of 6 proposals were received. The submittals have been evaluated and a selection committee will be following up with a shortlist of bids and checking references. A recommendation will be presented by the committee for Council’s approval in December.
- The Building Permit Report was reviewed which indicated that a total of 18 permits were issued in October and total of 166 have been issued so far this year. As the weather becomes colder, the number of permit applications received will start to decrease.
- The next committee meeting will be held on December 1st at 7:00 pm.

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 Deputy Mayor McCaie-Burke the following resolution of Council:

Be It Resolved That, in accordance with the terms of the Developer’s Agreement entered into between the Village of New Maryland and Centennial Heights Development Ltd. for development of Centennial Gardens Subdivision 2014 – Phase 1A and Phase 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, the Village Council, on the recommendation of the Village Engineer, agrees to Accept: the storm water attenuation pond, curb and gutter, asphalt paving, and the portions of the boulevard construction work completed to date; commence the one (1) year warranty period for these referenced portions of the works; and, authorize revisions to associated warranty and performance securities as per the provisions in the Development Agreement. **MOTION CARRIED.**

Human Resources & Administration Committee

Deputy Mayor McCaie-Burke reported that the Human Resources and Administration Committee met on October 17th with all committee members and the Treasurer present.

- The committee finalized a number of recommendations for Council's consideration that will be brought forward in motions following this report.
- The first policy amendment involves clarification to the Hours of Work section of the *Human Resources Policy Manual*. The current wording of this section was causing confusion and allowed for various interpretations and applications. The policy amendment will provide clear direction on compensation for overtime hours.
- The committee also reviewed a draft Grievance Policy to be added to the *Human Resources Policy Manual*. The current manual does not contain a Grievance Policy and this will detail the appropriate process for staff should a situation occur. The policy will be added to the Code of Conduct section of the manual.
- The committee also recommended a few minor changes to the Christmas Parties Policy. This policy assists with the organization and planning of two of the Village's Christmas events. The policy revision is simply to reflect current practices to ensure the document remains current.
- The final policy amendment is concerning mileage compensation. The mileage compensation rate had not been reviewed since 2009. It has been the custom in the past to set the Village's rate at an average amount between the provincial rate and the federal rate, and therefore the Treasurer has recommended an increase from 43 cents per kilometre to 47 cents per kilometre.
- The last item reviewed at the meeting was the General Government portion of the 2015 Budget.

MOVED BY Deputy Mayor McCaie-Burke and **seconded by** Councillor Pope the adoption of this report. **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 as per the recommendation of the Human Resources and Administration Committee, adopt the amendment to the Hours of Work section of the Human Resources Policy Manual as attached hereto. **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 as per the recommendation of the Human Resources and Administration Committee, adopt the amendment to the Code of Conduct section of the Human Resources Policy Manual as attached hereto. **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 as per the recommendation of the Human Resources and Administration Committee, adopt the revised Christmas Parties Policy as attached hereto. **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 as per the recommendation of the Human Resources and Administration Committee increase the municipal mileage reimbursement rate from \$0.43 cents per kilometre to \$0.47 cents per kilometre effective immediately.

MOTION CARRIED.

Recreation and Leisure Services Committee

Councillor LeBlanc reported that the Recreation and Leisure Services Committee has not met since the last Council meeting.

- Councillor LeBlanc stated that Council has received a copy of the monthly Recreation staff report and a copy of the survey that was sent out by the committee to parents of Day Camp Program participants. He stated that the survey was very well received and the department will probably be implementing some of the recommendations that were made.
- Councillor LeBlanc said that because he participated in the Remembrance Day service in Riverview he was unable to attend the Village's service but commented that he has heard very good comments about the service in New Maryland.

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

Transportation and Protective Services Committee

Deputy Mayor McCaie-Burke reported that the Transportation and Protective Services Committee had planned to meet on November 18th but the meeting was canceled due to many committee members being unable to attend.

- Deputy Mayor McCaie-Burke gave an update regarding the Cortland Street Project. The construction project is nearing completion. The contractor still has to place topsoil and sod at the site, but all other work has been completed.
- Staff members continue to monitor speeds in Springwater Place and Applewood Acres with the Speed Sentry units.
- The Garbage and Recycling Collection and Disposal tender for 2015-2017 closed on November 5, 2014 with 2 contractors placing bids. The motion to award the contract will be made following the approval of this report.

MOVED BY Deputy Mayor McCaie-Burke and **seconded by** Councillor Pope the adoption of this report. **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, as per the recommendation of the Public Works Supervisor, accept the tendered bid as submitted by Fero Waste & Recycling Inc. on November 5th, 2014 in the amount of \$422,972.40 plus \$54,986.41 HST for a total tendered bid of \$477,958.81 for a 3-year term for Garbage and Recycling Collection and Disposal beginning January 1st, 2015; and that the Mayor and Village Clerk are authorized to execute said contract

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, as per the recommendation of the Public Works Supervisor, approve the purchase and installation of a 8.5 foot Meyer Diamond Plow with attachment plate including a 3rd function kit, hoses, and fittings for \$6,535.00 plus \$849.55 HST for a total purchase price of \$7,384.55.

MOTION CARRIED.

Emergency Response Plan Committee

Deputy Mayor McCaie-Burke reported that the Emergency Response Plan Committee met yesterday afternoon, November 18th, with 11 committee members, 3 staff members and 4 guests present. Mayor Wilson-Shee was also present for a portion of the meeting.

- For the first half of the meeting the committee heard from the guest presenter, Dr. Na-Koshie Lamptey, the Regional Medical Officer of Health for the Fredericton region. Her informative presentation was on the Ebola Virus Disease. Dr. Lamptey's presentation focused mainly on what the virus is, the main countries that are affected, and the risks associated with contracting Ebola.
- For the second half of the meeting, the committee focused mainly on volunteer recognition. Mayor Wilson-Shee did the honors of presenting a certificate to one of the committee members who completed Basic Emergency Management training earlier this year. Also, three outgoing committee members were given recognition and a small token of appreciation by the Deputy Mayor, as Chair of the committee, and Mayor Wilson-Shee for their outstanding and dedicated contribution to the ERP committee. The former members were Pat Seaman who joined the committee in April 2006, Dominic Richard who joined in September 2009 and Mickie Bowman who joined in September 2011. One other outgoing member was not able to attend the meeting and will be recognized at a later date.
- The committee reviewed a draft document that detailed revisions to the standard operating procedure for the stages of alert for the Emergency Operations Centre. The revisions were done to add clarity to the information that is already contained in the Emergency Response Plan manual.
- The next committee meeting will be held on Tuesday, February 17, 2015 at 2:00 pm.

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

Discussion:

Deputy Mayor McCaie-Burke emphasized to residents that at any time communication systems are down in a crisis situation, someone will always be at the fire hall to provide information. She added that residents should not venture out in a storm unless it is safe to do so. **MOTION CARRIED.**

Water and Wastewater Committee

Councillor LeBlanc reported that the Water and Wastewater Committee has not met since the last Council meeting but he gave the follow updates.

- Well 3A: Council had previously approved the video recording of Well 3A and the observation well by BCG Engineering. The results of the video indicate that there are significant fractures near the bottom of Well 3A where most of the yield is coming from. The video also revealed that there is leakage around the bottom of the casing of Well 3A which could be allowing surface water to infiltrate

the well resulting in the water quality problems. Opus is anticipating that the work will be done sometime next week which may fix some of the unresolved issues.

- Environmental Risk Assessment: This project is required by the province regarding the CCME (Canadian Council of Ministers of the Environment) guidelines and has been ongoing for over a year. An interim report was submitted to the province in March of this year in order to secure funding for the project, and NATECH is currently working on a final report. Village staff recently completed the final compilation of data and forwarded that for input in the report. Before the report is finalized and submitted to the province, a meeting will be requested with representatives from the Department of Environment & Local Government, NATECH, OPUS, Council and the residents who previously served on the Water & Wastewater Committee.

- Water Development Master Plan: Councillor LeBlanc stated that he was very pleased to see approximately 130 residents attend the public meeting that was held on November 6th in order to share information regarding the status of our municipal system and wellfield exploration, as part of the process of drafting a Water Development Master Plan. He clarified that currently municipal water and sewer services operate within budget, which covers operating costs with a small amount left over for capital expenditures. Capital expenditures, if available, are used for wellfield exploration which has been supplemented with Gas Tax funds. Moving forward, Gas Tax funds will not be available for future wellfield exploration so other sources of funding will need to be found if the current well sites are not successful. Councillor LeBlanc also confirmed that the aquifer levels are monitored on a regular basis. With the wellfield exploration there are observation wells that are being drilled that further monitor the impact on the aquifer as pump tests on the wells are being performed. He remarked that current wellfield exploration is not focused on expansion but rather it is focused on sustaining the Village's current water requirements. Additional back-up wells are required in case of failure of any well within the system. The water tower has capacity to sustain the Village for 2 – 3 weeks so an additional well for back-up purposes is crucial. Councillor LeBlanc stated that the Water Development Master Plan has now been posted on the website and he encouraged everyone to review it and provide feedback. The deadline for residents to offer input is December 12, 2014.

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

Finance Committee

Councillor Pope reported that the Finance Committee held a special meeting on October 29th and a regular meeting on November 5th.

- The October 29th meeting was held for the presentation by various department heads of proposed capital projects for the 2015 Budget in order of their departmental priorities. After the presentations were made, Council had the opportunity to ask questions concerning each project and receive further information. Council then took on the challenge to prioritize the projects as a whole to establish a framework for future budget discussions.
- At the November 5th meeting, the notes from the October 1st and 29th meetings were reviewed and approved with some minor revisions. A collection report and the draft financial reports were reviewed as well. The Treasurer informed the committee that resolutions for reserve transfers will be drawn up, and these will be presented after the adoption of this report. The committee also discussed the results of the Garbage and Recycling Collection and Disposal tender.
- The results from the special capital budget meeting on October 29th were presented to Council. Council was made aware of potential options that could assist in bringing the capital budget requests to an acceptable level.

- The next meeting will be held on Wednesday, December 3rd at 6:30 pm.

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** Deputy Mayor McCaie-Burke the following resolution of Council:

Be It Resolved That the Council for the Village of New Maryland transfer from the Utility Operating Fund (Acct # 1014-176) to the Utility Capital Reserve Fund (Acct # 1018-839) the sum of \$83,080 being the amount in the 2014 budget for the following:

\$50,000 for the Wastewater Treatment Plant

\$20,000 for the Water Tower

\$13,080 for Water Meter Replacement

MOTION CARRIED.

► **MOVED BY** Councillor Pope and **seconded by** Councillor LeBlanc the following resolution of Council:

Be It Resolved That the Council for the Village of New Maryland transfer the sum of \$10,000 from the Water & Sewer Operating Reserve Fund (Acct # 1016-956) to the Water & Sewer Operating Fund (Acct # 1014-176) for the water transmission and distribution assets repair and maintenance.

MOTION CARRIED.

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

Be It Resolved That the Council for the Village of New Maryland transfer from the General Capital Reserve Fund (Acct # 1015-021) to the General Capital Fund (Acct # 1020-875) the sum of \$17,890.18 being the amount for the purchase of bunker gear.

MOTION CARRIED.

► **MOVED BY** Councillor Pope 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 Reserve Fund (Acct # 1015-013) to the General Operating Fund (Acct # 1013-181) the sum of \$5,171.44 being the amount for the purchase of tracks for the mule.

Discussion:

Councillor LeBlanc explained that the tracks will be used on the mule are for rescue operations in the winter. **MOTION CARRIED.**

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

Be It Resolved That all cheques of the Village of New Maryland (hereinafter called the "Corporation") drawn on its current accounts be signed on its behalf by Judy Wilson-Shee, Mayor or

Councillor Mike Pope, Chair of the Finance Committee and by Scott Sparks, Treasurer or Terri Parker, Assistant Treasurer;

Be It Further Resolved That the officers mentioned above are authorized for and on behalf of the Corporation:

(a) to negotiate with, deposit with or transfer to the Bank of Montreal all or any Bills of Exchange, Promissory Notes, Cheques and Orders for the payment of money and other negotiable paper, and for the said purpose to endorse the same or any of them on behalf of the Corporation, either in writing or by rubber stamp;

(b) to arrange, settle, balance and certify all books and accounts between the Corporation and the Bank; and to receive all paid cheques and vouchers, unpaid and unaccepted bills of exchange and other negotiable instruments;

(c) to obtain delivery from the Bank of all or any stocks, bonds and other securities held by the said Bank in safekeeping or otherwise for the account of the Corporation and to give valid and binding receipts therefore;

And That this Resolution of Council be communicated to the Bank and remain in force until written notice to the contrary shall have been given to the Manager at the Branch of the Bank at which the account of the Corporation is kept and receipt of such notice duly acknowledged in writing.

Discussion:

Cynthia Geldart clarified that the phrase 'Chair of the Finance Committee' will need to be removed from the resolution. Once the changes to the Procedural By-law are made, the Finance Committee will no longer exist and Councillor Pope will be signing as a member of Council and not the Chair of the former committee. She added that this change to the resolution will be done when it is typed up and signed. **MOTION CARRIED.**

► **MOVED BY** Councillor Pope and **seconded by** Councillor LeBlanc the following resolution of Council:

Be It Resolved That all transactions of the Village of New Maryland (hereinafter called the "Corporation") drawn on its BMO Nesbitt Burns accounts be signed on its behalf by Judy Wilson-Shee, Mayor or Councillor Mike Pope, and signed by Scott Sparks, Treasurer or Cynthia Geldart, Chief Administrative Officer.

Be It Further Resolved That the officers mentioned above are authorized for and on behalf of the Corporation:

(a) to negotiate with, deposit with or transfer to the BMO Nesbitt Burns all or any Bills of Exchange, Promissory Notes, Cheques and Orders for the payment of money and other negotiable paper, and for the said purpose to endorse the same or any of them on behalf of the Corporation, either in writing or by rubber stamp;

(b) to arrange, settle, balance and certify all books and accounts between the Corporation and BMO Nesbitt Burns; and to receive all paid cheques and vouchers, unpaid and unaccepted bills of exchange and other negotiable instruments;

(c) to obtain delivery from the financial institution of all or any stocks, bonds and other securities held by the BMO Nesbitt Burns in safekeeping or otherwise for the account of the Corporation and to give valid and binding receipts therefore;

And That this Resolution of Council be communicated to the Institution and remain in force until written notice to the contrary shall have been given to the Manager at the Branch BMO Nesbitt Burns at which the account of the Corporation is kept and receipt of such notice duly acknowledged

in writing. **MOTION CARRIED.**

11. APPROVAL OF THE TREASURER'S REPORT

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

- (1) Cheques and direct payments from the General Operating account for October 1 through October 31, 2014 in the amount of \$739,465.64;
- (2) Payments from the Water and Sewer Operating account for October 1 through October 31, 2014 in the amount of \$17,855.69;
- (3) Payments from the General Capital account for October 1 through October 31, 2014 in the amount of \$242,405.18; and
- (4) Payments from the Water and Sewer Capital account for October 1 through October 31, 2014 in the amount of \$25,040.80. **MOTION CARRIED.**

12. PUBLIC INPUT / INQUIRIES

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

Mayor Wilson-Shee announced that the Christmas House Tour, which is being held by the New Maryland Community Support Group on December 7th, has sold out. Mayor Wilson-Shee also announced that the dates for the annual Lions Club Food and Toy Drive have changed to December 8 – 10, 2014. The Food and Toy Drive will be in the following subdivisions on the following dates: Monday December 8th – Springwater Place and Castle Acres; Tuesday December 9th – Applewood Acres and Forbes; and Wednesday December 10th - Highland Acres, Pine Ridge Estates, Centennial Heights, Cedar Acres Court, and Sunrise Estates.

13. NEW BUSINESS

Third and Final readings of By-law Amendment No. 50-02-2014

MOVED BY Deputy Mayor McCaie-Burke and **seconded by** Councillor Pope to read By-Law Amendment No. 50-02-2014, an amendment to the Procedural By-Law No. 50, for the third time, this reading in its entirety.

Discussion:

Deputy Mayor McCaie-Burke commented that efficiency, effectiveness and accessibility were the goals that Council had in mind when making the decision to change the current committee structure. The committees affected are the Transportation & Protective Services Committee, Water & Wastewater Committee, Recreation and Leisure Services Committee. Two other committees being eliminated as well are the Human Resources & Administration Committee and the Finance Committee. These two committees do not have public members. The Planning Advisory Committee is legislated so it cannot be eliminated. The Emergency Response Plan Committee will not be eliminated but will have a few minor changes.

The current system is not efficient or effective, but instead of focusing on past problems Deputy Mayor McCaie-Burke highlighted the benefits of the restructure. Changes are being implemented to ensure that residents have easy and timely access to Council, and that Council has first-hand information on which to base its decisions. If any resident has an issue they want addressed by

Council, they will have three opportunities every month to do so in a face-to-face setting. There will no longer be delays of over a month or more. In the past, if a developer wanted to build a subdivision he or she would approach Council, then the request would go to the Planning Advisory Committee, and possibly to the Recreation Committee, the Transportation Committee and the Water and Wastewater Committee. The request was going from one committee to another before going to Council for final approval. This meant that lots of time was spent to make this kind of decision in order to approve a request.

Council is the only decision making body in the municipality and Council needs to have direct interaction with residents and other parties in order to make effective and timely decisions. Council has always had an open-door policy and residents are welcome to attend Council meetings and give input. Formal Council meetings are also video recorded and broadcast via Rogers Cable in order to provide a venue for residents to watch the proceedings from the comfort of their homes, and then give the office a call if they have any questions about what was said. Many of our residents simply pick up the phone and call the office with concerns or requests. Each of those calls generates a report to ensure that the issues have been addressed. To date in 2014, Village staff members have responded to over 155 calls and well as emails and meeting requests. The Mayor is always willing to meet with residents to discuss any projects or topics. The CAO is also available to discuss the details of projects or issues and residents have easy access to Council in a one-on-one setting or as a whole. This change provides additional opportunities for that interaction.

The timing of this decision to restructure the committees is very straightforward - membership terms of current committee members ended in September 2014 and Council made the decision that instead of moving ahead with appointing new committee members this fall, Council and staff would try to make operations more efficient. Council has always been fortunate to have residents who are willing to provide their input on projects, and Council does not anticipate that to change. Provisions have been made in the revised Procedural By-law for ad-hoc committees to be formed for major projects and a notice will be issued to all residents seeking interested parties when an ad-hoc committee is formed. Valuable input does not need to come at a structured committee meeting, but can be shared via phone, emails, and verbal discussions in a timely manner.

The decision for the restructure was made by Council, in conjunction with senior staff in an effort to determine how Council and staff could become efficient and accessible. This decision will make it easier for residents to interact with Council and streamline the process. It was an operational decision, one of thousands that are made and that are not taken to the public. Community participation has always been valued, and recently an invitation was sent out to all residents seeking input in the Water Development Master Plan. Meetings will be held in the near future for the Transportation & Protective Services Master Plan, and revisions to the Municipal and Zoning By-laws. Many public meetings have been held in the past and will continue to be offered as another avenue for input from our community.

Deputy Mayor McCaie-Burke concluded by stating that the changes in committee structure will ensure that Council, senior staff and the public are working together for the betterment of the entire community, while providing additional access for residents to bring forward concerns. It is a positive and productive situation for everyone in moving forward to make New Maryland a better place to live.

Mayor Wilson-Shee thanked all of the committee members for their time and dedication in being part of the committees. She encouraged them to stay involved by participating in community activities

such as the Lions Club and the New Maryland Community Support Group which is always looking for new committee members. She added that residents can also volunteer their time to assist with the many activities and events that the Recreation Department plans each year. **MOTION CARRIED.**

Deputy Mayor McCaie-Burke read By-law Amendment No. 50-02-2014 in its entirety.

MOVED BY Deputy Mayor McCaie-Burke and **seconded by** Councillor Pope to read By-Law Amendment No. 50-02-2014, an amendment to the Procedural By-Law No. 50, for the final time, this reading by title only, thereby enacting the by-law amendment. **MOTION CARRIED.**

Deputy Mayor McCaie-Burke read By-law Amendment No. 50-02-2014 for the final time, this reading by title only, thereby enacting the by-law amendment.

14. DATE, TIME AND LOCATION OF NEXT MEETING

The next regular session of Council is scheduled for Wednesday, December 17, 2014 at 7:30 pm in Council Chamber.

15. MOTION FOR ADJOURNMENT

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

The meeting adjourned at 8:33 pm.

Respectfully submitted,

Karen Duncan
Assistant Clerk

Cynthia Geldart
CAO/Clerk

Judy Wilson-Shee
Mayor