

Village of New Maryland
Council
21 June 2017

Present: Mayor Judy Wilson-Shee Deputy Mayor Alex Scholten
 Councillor Paul LeBlanc Councillor Gisèle McCaie-Burke
 Councillor Mike Pope Cynthia Geldart, CAO/Clerk

Absent: Councillor Tim Scammell
 Karen Taylor, Assistant Clerk



1. Call to Order

Mayor Judy Wilson-Shee called the meeting to order at 7:30 p.m. and shared a reminder that the Council meeting is recorded for broadcasting.

2. Approval of the Agenda

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

3. Approval of the Minutes

MOVED BY Councillor Gisèle McCaie-Burke and **seconded by** Councillor Mike Pope that the minutes of the 17 May 2017 regular session of Council be approved 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 announced.

7. Correspondence

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

- the Chamber of Commerce Connections newsletter;
- the President's Corner report from the Federation of Canadian Municipalities;
- the June 2017 newsletter from Ignite Fredericton;

- an invitation for all members of Council to attend the opening and closing ceremonies of the Acadian Games, being held at the Grant Harvey Centre on June 29th and July 02nd respectively; and
- a Critical Infrastructure Information Notice from the Office of the Provincial Security Advisor advising that they are monitoring a tropical cyclone in the Gulf of Mexico to determine if there will be impacts to the province in the next few days.

8. Meetings and/or Special Events Attended by Mayor Wilson-Shee

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

- ❖ May 18 – Age-Friendly Ad hoc Committee meeting (*Deputy Mayor Scholten, Councillor McCaie-Burke, and Assistant Clerk Karen Taylor also attended*);
- ❖ May 18 – exercise class pot luck lunch hosted by the PNM Zoomers;
- ❖ May 19 – raising of the Lions Flag at City Hall;
- ❖ May 19 – meeting with resident Russell Crosby;
- ❖ May 19 – meeting with members of the New Maryland Community Support Group and Deputy Mayor Scholten;
- ❖ May 19 – meeting with Kyle Arsenault, Assistant Building Inspector/Development Officer;
- ❖ May 23 – meeting with a resident, Cynthia Geldart, CAO and Kyle Arsenault, Assistant Building Inspector/Development Officer;
- ❖ May 25 – PNM Zoomers meeting (*Councillor McCaie-Burke also attended*);
- ❖ May 25 – UMN Zone 5 meeting (*Deputy Mayor Scholten, Councillors LeBlanc and McCaie-Burke, and Recreation Coordinator Michelle Sawler also attended*);
- ❖ May 27 – Hanwell Days celebration;
- ❖ May 28 – Walk for Alzheimer’s (*Councillors McCaie-Burke and Scammell, and Deputy Mayor Scholten’s wife and daughter also attended*);
- ❖ May 28 – Annual Ceremony Review – RCSCC 130 Fredericton and NLCC 191 Carleton;
- ❖ May 29 – Decommissioning Church committee meeting;
- ❖ May 30 – PNM Zoomers meeting (*Councillor McCaie-Burke also attended*);
- ❖ May 31 – RSC 11 Board meeting with a presentation by Opportunity NB;
- ❖ June 01 – meeting with Councillor McCaie-Burke;
- ❖ June 03 – breakfast and New Maryland Day (*Councillor McCaie-Burke attended and all staff members worked at the event*), which had an excellent turnout;
- ❖ June 04 – volunteered at a barbeque hosted by MLA Jeff Carr for volunteers who worked on the soccer field in Fredericton Junction;
- ❖ June 05 – PNM Zoomers meeting (*Councillor McCaie-Burke also attended*);
- ❖ June 06 – meeting with John McKinney, OPUS International Consultants;
- ❖ June 06 – pickleball tournament at the Capital Winter Club at which New Maryland won “bragging rights” by defeating Oromocto and Fredericton in a match;
- ❖ June 07 – meeting with Councillor McCaie-Burke;
- ❖ June 08 – announcement by Matt DeCoursey, MP at Base Gagetown;
- ❖ June 10 – RSC conference held in Miramichi;
- ❖ June 12 – NMCSG Annual General meeting;
- ❖ June 13 – travelled with two NMES Grade 5 classes for their annual salmon release, followed by a barbeque;
- ❖ June 14 – PNM Zoomers meeting (*Councillor McCaie-Burke also attended*);

- ❖ June 19 – tree planting event at the Centennial Gardens attenuation pond hosted by Public Works Supervisor Rockland Miller where the Girl Guides planted 2 trees;
- ❖ June 19 – Lions Club closing barbeque;
- ❖ June 20 – press conference for the Acadia Games with the arrival of the torch and unveiling of partners; and
- ❖ June 21 – NMES Grade 5 celebration and their year-end picnic (*Councillor Pope also attended the picnic with his family*).

9. Planning Advisory Committee

Councillor Paul LeBlanc reported that the Planning Advisory Committee (PAC) met on June 12th, 2017. Following the opening formalities of the meeting, the committee approved the minutes of the previous meeting.

The first item discussed under *Business Arising* was the amendments to the *Community Planning Act* and *Municipalities Act*. Rob Pero advised the committee that he and Kyle Arsenault attended a New Brunswick Development Officer Association (NBDOA) conference on May 31, 2017, which included a relatively short presentation on the topic of the new modernized *Community Planning Act*.

Rob also explained that the amendment that will most likely affect the Village's Building Inspection and By-law Enforcement staff is the change to the authority for By-law Enforcement Officers to enter a property without the landowner's consent.

Councillor LeBlanc stated that Rob also explained that four *Expression of Interest* forms were received for the available membership position on the PAC, including one from a current member. Rob had prepared for Council a matrix to present each applicant's relevant skills and experience in comparison to the committee's current needs. The *Expression of Interest* forms and the matrix were reviewed by Council at the June C-I-C session and motions will be made following this report.

Rob advised the PAC that progress is being made with the draft amendments to the Village's *Specifications for Developers* document. The draft amendments require additional review prior to distribution as further research and consultation is required by staff in conjunction with the Village Engineer. Rob explained that, for the most part, the amendments to the document will provide added clarity to the administrative procedures for potential developers. Rob and Kyle will provide further updates as the project progresses.

Kyle reviewed the building permit reports for May 2017 with the PAC and noted that construction and renovation projects are beginning to pick up for the year. The first single family dwelling permit was issued for 2017, with other new home permits anticipated for the coming months. The other permits listed in the report included pools, renovations, roofing permits, etc. The committee also discussed the estimated construction costs for single family dwellings. Kyle explained that staff use a predetermined cost per square foot to calculate the estimated cost of construction for new homes to ensure that the project costs submitted by the applicant are reasonable. Generally, builders have not contested staff's calculations of the estimated cost of construction. Councillor LeBlanc clarified that this discussion came about in response to a general inquiry of how costs are determined and the impact to property assessments.

Councillor LeBlanc reviewed the information presented to the PAC in the building permit report and noted that 12 permits were issued in May 2017 with an estimated value of construction of \$471,305 and fees collected of \$3,572. He also highlighted that 36 permits have been issued to date in 2017 with a construction value of \$734,397 and fees collected of \$5,833.

The item discussed by the PAC under *New Business* was a report from Kyle advising the committee that a building permit application was received for an addition to the Islandview Veterinary Clinic located at 174 New Maryland Highway. In review of the construction plans, it was noted that the proposed rear exit stairs would project 2055mm (approximately 2 metres) into the required 12 metre area back yard setback. Section 7.11(4) of the Zoning By-law states that an exterior stairway may not project into the required rear yard by more than 1.5 meters, therefore requiring a variance of 0.555 meters (approx. 1'-9") which represents approximately 5% of the total 12-meter setback. Kyle explained to the committee that due to the sensitive timelines for this project, a Development Officer approval was granted to the minor dimensional variance to the stair projection into the rear yard setback, which allowed for a timely review of the application. The current proposed parking arrangement meets the Zoning By-law minimums with respect to the number of required parking spaces, but the property owner is considering creating a new parking area at the rear of the property at a later date.

MOVED BY Councillor Paul LeBlanc and **seconded by** Councillor Mike Pope the adoption of the Planning Advisory Committee report as presented. **MOTION CARRIED**

Councillor LeBlanc reported that he had a number of motions to bring forward regarding the PAC membership and explained that Section 12 of *New Brunswick Community Planning Act* states that Council shall appoint members to the PAC for up to a three-year term via a formal resolution of Council. The provision of the Act also directs that Council shall also “designate” from among the appointed membership, a Chairperson and a Vice-Chairperson for a one-year term. Council also reserves the option of re-appointment or re-designation of any existing committee member.

In April 2017, a newspaper advertisement was posted in the Daily Gleaner and was broadcasted on the Village’s social media outlets to solicit potential candidates for consideration of appointment to the available PAC membership position. At the 14 June 2017 CIC session, Council gave consideration to *Expression of Interest Forms* received from four residents and upon review of the applicant’s information, and consideration of a committee skill sets/needs assessment matrix, Council indicated their intention to appoint Ms. Julie Clarke to the position of committee member. In accordance with the authority conferred in the *Village Procedural By-law No. 50*, Mayor Wilson-Shee expressed her selection of Councillor Tim Scammell for designation as Vice-Chairperson of the PAC, and Council agreed to confer the designation of Chairperson to Brad Marshall. The following Resolutions of Council will formalize the PAC membership.

MOVED BY Councillor Paul LeBlanc and **seconded by** Councillor Gisèle McCaie-Burke the following Resolution of Council: ***Be it Resolved That*** the Council for the Village of New Maryland designates Brad Marshall as Chairperson of the Planning Advisory Committee for a period of one (1) year, as per Section 12 of the *New Brunswick Community Planning Act*. **MOTION CARRIED**

MOVED BY Councillor Paul LeBlanc and **seconded by** Deputy Mayor Alex Scholten the following Resolution of Council: ***Be it Resolved That*** the Council for the Village of New Maryland appoints Councillor Tim Scammell as member of the Planning Advisory Committee for a period of one (1) year, as per Section 12 of the *New Brunswick Community Planning Act*; and ***Be it Further Resolved That*** the Council for the Village of New Maryland designates Councillor Tim Scammell as Vice-Chairperson of the Planning Advisory Committee for a period of one (1) year, as per Section 12 of the *New Brunswick Community Planning Act*. **MOTION CARRIED.**

MOVED BY Councilor Paul LeBlanc and **seconded by** Councilor Gisèle McCaie-Burke the following Resolution of Council: ***Be it Resolved That*** the Council for the Village of New Maryland appoints Julie Clarke as member of the Planning Advisory Committee for a period of three (3) years, as per Section 12 of the *New Brunswick Community Planning Act*.
MOTION CARRIED.

Councillor LeBlanc stated that the evaluation matrix prepared by staff worked very well to identify skill sets and expertise levels. Councillor Pope thanked Councillor LeBlanc for his service on the PAC over the past year. Mayor Wilson-Shee clarified that the appointments of Council members to the PAC are for one-year terms and are rotated among all Councillors. It was noted that the PAC is a very interesting and busy committee to serve.

10. Emergency Response Plan Committee

The Emergency Response Plan Committee has not met since the last Council meeting.

11. Project Reports / Updates

11(i) Recreation Department Updates

Deputy Mayor Alex Scholten provided updates on behalf of the Recreation Department as prepared by the Michelle Sawler, Recreation Coordinator.

Day Camp/Little Fingers Program: Introductions of each of the Counsellors/Supervisor has been posted on social media, a new feature this year. Starting this past week, daily “bios” have been posted on Facebook and Twitter about each counsellor, which includes information and pictures of each staff. This serves as another way to familiarize parents/campers with the staff and helps with promotion of our summer programs. As of May 31st, our revenue from Day Camp/Little Fingers was \$31,770 and we expect to reach our revenue goal of \$34,000 by the end of the summer.

The latest registration numbers for participants at the Day Camp and Little Fingers Programs as of Friday, June 16th are as follows:

Day Camps:

Week 1, Happy 150 th Canada! – 33	Week 2, Christmas in July (4-day week) – 36 (FULL)
Week 3, Everything 80’s – 18	Week 4, Ocean Explorers – 40 (FULL)
Week 5, Spaced Out! – 25	Week 6, Sports FANatics! – 25
Week 7, Animal Planet (4-day week) – 25	Week 8, Hollywood Week! – 31
Week 9, End of Summer Party – 40 (FULL)	

Little Fingers:

Week 1, Little Builders – 7

Week 2, Ocean Wonders – 10 (FULL)

Week 3, Space Explorers – 6

Counsellor-In-Training (CIT) Program: Following the Meet & Greet with the CIT applicants on May 26th a total of eight students were selected to participate in our CIT program this year (we had 13 applicants overall). We have four new CITs and four returning CITs (3 boys and 5 girls) this year. They have each been assigned to two weeks of camp based on their interests and availability. During the weeks that the Little Fingers Program is offered, one of the two CITs will work at Little Fingers in the morning and return to the day camp for the afternoon.

New Maryland Day: New Maryland Day was held on June 3rd and despite the less than ideal weather, there was an excellent turnout for this event. Although it's difficult to track actual numbers, we did hand out almost 500 Canada 150 pins between noon and 3:30 (when they ran out) so it is estimated that at least 500-600 people walked through the doors throughout the event. The new events this year included the "Four Across" game in the gym, all new bouncy castles from GoGo Gymnastics, the dual-slide racer outside and the dunk tank. We also had tattoos and the Canada 150 pins, which were both very popular. Special thanks are offered to Mayor Wilson-Shee who was a very good sport and served her full 30-minute shift in the dunk tank. Weather and water conditions were not ideal for this event. We would also like to extend our thanks to MLA Jeff Carr and Councillor McCaie-Burke who attended the event along with Mayor Wilson-Shee. The cake cutting was held at 12:30 pm outside and then the Mayor offered welcome remarks in the gym prior to the karate demo at 1:00 pm. Overall it was a very successful day and well enjoyed by the community, reflected in the many positive comments we received throughout the day. In addition to staff and summer students, we also had a lot of help from various volunteers including six members of the PNM Zoomers, 1st New Maryland Guides & Pathfinders, a few volunteers from the New Maryland Minor Baseball Association and New Maryland Soccer, three of our CITs, and two VONM staff "kids" – Savannah and Spenser. New Maryland Day is the Village's largest logistical undertaking of the year and it would be impossible to run this event without involvement of all staff members and our volunteers, and we extend sincere gratitude to those who participated. Our revenue from ticket sales was \$3,388.70 which was down from last year (\$4,006.40) but this does represent the sale of 6,800 tickets, which is significant. In addition to ticket sales, we received \$2,500 in sponsorship revenue for total revenue of just under \$6,000. Our \$10,000 budget for New Maryland Day will be fully spent. Deputy Mayor Scholten explained that we are currently looking at the possibility of changing the date to a bit later in June for 2018 to hopefully take advantage of better weather conditions. This will be discussed further with staff and volunteers at a later date.

New Maryland Elementary School: Deputy Mayor Scholten reported that the Open Gym activities concluded on June 17th and Adult Volleyball finished on June 4th for the season. New Maryland Karate will continue throughout the summer months and the school will be used to host Day Camp for seven of the nine weeks (the first and last week will be held at the New Maryland Centre when the school is closed for cleaning in late June and August). NB Karate has also booked a weekend workshop in July.

Parks & Playgrounds: This is the busiest time of year for our recreation maintenance staff and students. The cooler, rainy weather created a bit of a challenge but we were able to open the soccer and baseball fields on June 12th. The soccer fields at NMES and Athletic Park have been lined as per the specifications provided by the soccer and baseball associations, and the New Maryland Centre ball

fields have opened. Work is ongoing at the Bantam field in Athletic Park and we hope to open it next week, weather permitting. All Green has begun their spring maintenance of liming, weed control and fertilizing at the Athletic Park soccer field. Daily updates (Monday-Thursday) of the Recreation Hotline began this week and the daily updates are also posted to Facebook & Twitter. The schedules have been added to the recreation events calendar as well. The demolition of the first playground structure in Orchard Park has begun and the new structure is scheduled to be installed next week. Once the new structure is finished, we will remove the older structure, thereby maintaining at least one structure in the park available for residents during the transition. We will also be adding one foot of pea gravel around the 'footprint' of the Village Park and a motion will follow this report for that project.

Community Garden: The Community Garden opened on Friday, May 19th just in time for the long weekend. It appears that all the garden plots have been planted and our new watering system is making the refills of the water barrels much easier and less time-consuming.

Beautification: As of this date, almost all the initial planting has been done including all parks, playgrounds, highway flower pots, Village facilities, and the flower circle at the highway entrance. We are extremely happy with the work that has been done and the extensive mulching is making a significant difference with watering and weed control.

MOVED BY Deputy Mayor Alex Scholten and **seconded by** Councillor Gisèle McCaie-Burke the adoption of the Recreation Department report as presented.

Discussion: Mayor Wilson-Shee commented that she attended the NMES family picnic and during the event she received many positive comments about the circular flower bed at the Village entrance and how many people look forward to seeing what is planted in the circle each year. She also clarified that additional discussions will take place amongst staff regarding the change of date for the New Maryland Day event as the New Maryland Centre may not be available for the breakfast. She also took the opportunity to remind residents of the Canada Day celebrations which will be held at the New Maryland Centre on July 01st from 2:00 pm to 4:00 pm. Activities and events include cake cutting at 3:00 pm, bouncy castles, face painting, free barbeque, live music, as well as Canada 150 pins and color books to be handed out. Everyone is welcome to attend and she hopes for a good turnout and good weather. **MOTION CARRIED.**

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, as per the recommendation of the Recreation Coordinator, approve the following: remove one foot of material and add 12 inches of pea gravel along the "footprint" of the Village Park playground in the amount of \$1,600.00 plus \$240.00 HST for a total cost of \$1,840.00.

Discussion: Over the past several years the landscaping around the playground has shrunk due to plant growth (encroachment). In addition, residual materials from the ground have decomposed and mixed in with the pea gravel. As a result, we will require one foot of material to be dug out all around the footprint and 12 inches of pea gravel added to bring the playground back to CSA safety standards. Given the extensive use of the playground by the commercial daycare next door, we feel this work cannot be put off even though we anticipate decommissioning the park in the next 2-3 years. This is an

unbudgeted expense which is why a motion is required. A copy of the quote from M.W. Price & Sons for the project was provided to Council. **MOTION CARRIED.**

11(ii) Public Works Department Updates

Councillor Mike Pope provided updates from the Public Works Department as prepared by the Public Works Supervisor Rockland Miller.

Village staff investigated nine public works reports for the month of May. The reports were inquiries regarding culvert inspections, plow damage from snow removal operations, street sign damage, general clean-up and collection of garbage.

The Tree Mulching Program began on Tuesday, May 23rd and was completed on Saturday, June 3rd. The contractor worked two crews and finished the program in two weeks. The total time spent mulching trees and brush was 119 hours. The time was a little more than last year but less than previous years and exceeded the budgeted amount of \$15,000.00 by approximately \$1,100.00. Staff and Council like to thank Village residents for their participation and cooperation in this program.

Councillor Pope explained that sidewalk is being installed on Carlough Street, Cortland Street and MacIntosh Drive in the Applewood Acres subdivision. The contractor has installed the concrete sidewalk along Carlough Street, Cortland Street and approximately 70% of MacIntosh Drive. They are currently re-aligning the east end of MacIntosh Drive and continuing with sidewalk placement. The residents affected by the work have been very patient during the construction process and the contractor, Village staff and Council thank them for their patience.

Councillor Pope shared statistics from the speed radar data that was collected during the months of April and May. The permanent radar on Bradshaw Drive captured over 18,000 vehicles over 59 days with 85% of motorists travelling 46 km/h and lower. The permanent radar on Crown Avenue captured over 47,000 vehicles over 59 days with 85% of motorists travelling 49 km/h and lower. The permanent radar on Atkinson Lane captured over 17,000 vehicles over 59 days with 85% of motorists travelling 44 km/h and under. In the school zone, the radar on Sprucewood Drive (east) captured over 37,000 vehicles over 59 days with 85% of motorists travelling 34 km/h and under and the radar on Sprucewood Drive (west) captured over 23,000 vehicles over 59 days with 85% of motorists travelling 37 km/h and under. The posted speed limit in the school zone is 30 km/h. The portable radar placed on Cortland Street captured 830 vehicles over 5 days with 85% of motorists travelling 51 km/h and under. The speeds captured are comparable to speeds from previous readings.

Councillor Pope further reported that the Village is participating in the Tree Canada Program. Funding from this program allows for the planting of trees native to New Brunswick, Canada and symbolic to First Nations people. White spruce and balsam fir trees have been planted along the front of the Centennial Gardens attenuation pond located along the New Maryland Highway. Additional red maple and white birch trees were planted by the Girl Guides, as noted by the Mayor in her report earlier this evening, and more will be planted by the Boy Scouts tomorrow evening. An official ceremony will be planned this fall to commemorate the tree planting.

The flushing of water mains is scheduled to start the week of July 3rd and continue for approximately one and one-half weeks. The flushing will start in the Pine Ridge Estates subdivision, work through Forbes, Applewood Acres, Baker Brook Court and finish in Springwater Place. This work is being

done to remove loose sediments and mineral deposits from the water system. Residents may experience dark or discolored water during these times and should check their water before doing laundry or preparing food. If you do discover turbid water, please run your water for a few minutes from an outdoor tap first, and then from the inside taps in order to flush out the lateral to your home. Should any discoloration persist, residents are asked to contact the Village at 451-8508.

MOVED BY Councillor Mike Pope and **seconded by** Councillor Gisèle McCaie-Burke the adoption of the Public Works Department report as presented.

Discussion: Councillor McCaie-Burke expressed concerns regarding the speed radar results. She clarified that the results were a little bit better than previous reports, however with summer vacation beginning and more children outside playing, the documented speed of 51 km/hr caused her concerns. She urged motorists to take care when travelling on our streets and to be aware of the speed limits. Deputy Mayor Scholten shared a reminder that the “Keep It to 40 km/hr” yellow signs are available at the Village office. He further shared his compliments to staff and the contractor working on the sidewalk installation project. He has received only positive comments and the residents seem to be very happy with the work. Deputy Mayor Scholten also remarked on the professionalism of the contractor and staff when dealing with residents. Mayor Wilson-Shee shared a comment from a resident who indicated to her that he felt the sidewalk installation project was a good use of tax dollars. She also clarified that the tree planting program is being accomplished with money from a grant program. **MOTION CARRIED.**

11(iii) Finance Department Update

Councillor Gisèle McCaie-Burke reported on five items from the Finance Department, as provided by the Treasurer, Scott Sparks.

At the June 12th, 2017 Municipal Capital Borrowing Board hearing, the Village’s request to borrow funds for the Trackless and Blower attachment took place. In keeping with previous experience, the Ministerial Order should be signed sometime in the second half of July 2017. As per the regulations, no work on any project may commence prior to the Ministerial Order being received.

During the 24 May 2017 Council-In-Committee meeting a presentation was made by Martin Gordon and associates of Opus International Consultants relating to the development of an Asset Management Plan and the costs involved. The Asset Management Plan will be a future requirement for Gas Tax funding as well as a Provincial requirement. A follow-up meeting with Martin Gordon, the Treasurer and CAO took place on 19 June 2017 to discuss next steps.

The work with Acumen Information Systems of New Brunswick to have all of the Sage accounting updated as well as the fixed assets software has been completed. Councillor McCaie-Burke clarified that “Sage” is the name of the accounting software, formerly known as AccPac, and that the Fixed Assets are a separate piece of software owned by Sage that is used to depreciate assets.

The Village has switched over our hard-wired debit machines to new portable hand-held devices. These devices should make certain processes, such as registration for summer day camp, much more fluid and alleviate congestion in the reception area.

Councillor McCaie-Burke concluded her report by explaining that the Village has recently completed a total revamp of our website, including making it mobile friendly for all hand-held devices in addition to traditional desktops and laptops. We invite everyone from the public to visit the site at www.vonm.ca and review the new format.

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

11(iv) Administration Department Update

Purchase of Heat Pump for Victoria Hall: Councillor Paul LeBlanc explained that Council approved the \$11,000 capital project of purchasing and installing new windows at Victoria Hall during the 2017 budget process. As the project was completed using window inserts instead of complete window and frame replacements, the cost was significantly lower than the allotted amount. Council approved a portion of the remaining funds (\$5,066) to be used for the purchase of a heat pump at the June Council-In-Committee meeting.

MOVED BY Councillor Paul LeBlanc and **seconded by** Councillor Mike Pope the following Resolution of Council: ***Be It Resolved That*** the Council for the Village of New Maryland, as per the recommendation of the Community Facilities Manager, move forward to purchase one 15,000 BTU Fujitsu ductless heat pump for installation at Victoria Hall from Atlantic Heating & Cooling at a cost of \$4,200 (*four thousand two hundred dollars*) plus \$630 (*six hundred and thirty dollars*) HST for a total of \$4,830 (*four thousand eight hundred and thirty dollars*) and that the funds be sourced from the Victoria Hall capital budget. **MOTION CARRIED.**

Adoption of the 2017-2022 Strategic Plan: Councillor LeBlanc explained that Council and senior staff began the process of developing the 2017 – 2022 Strategic Plan back in August of 2016. Numerous meetings were held with our facilitator, Bonny Hoyt-Hallett, over the past 10 months, culminating in a public consultation session on 10 May 2017. We would like to take this opportunity to thank the residents who attended the public consultation session and those who submitted suggestions and recommendations via email. The document provides details on the Vision, Mission and Objectives of Council and will guide our decision-making process over the next five years. The plan has been finalized and the following motion of Council will formalize the adoption of the document.

MOVED BY Councillor Paul LeBlanc and **seconded by** Councillor Gisèle McCaie-Burke the following Resolution of Council: ***Be It Resolved That*** the Council for the Village of New Maryland adopt the *Strategic Plan 2017 – 2022* as attached hereto.

Discussion: Deputy Mayor Scholten commented that the open session with the public went very well. He remarked that we received great comments and suggestions from our residents and suggested that this format be considered in the future. **MOTION CARRIED.**

11(v) Age-Friendly Community Ad hoc Committee Update:

Councillor Gisèle McCaie-Burke reported the committee held its monthly meeting on Thursday, 18 May 2017 with 13 committee members, one staff and one guest member present.

The first part of the meeting focused on updates from the following three sub-committees: Community Inventory, Identification of Needs of Seniors, and Data Analysis and Preparation of Report sub-committees. She clarified the context of the committee structure and explained that the overall committee is the whole Age-Friendly Community Ad hoc Committee, however due to the amount of work and strict timelines involved, it was necessary to break into sub-committees. Those sub-committees report back to the whole committee and remain part of the overall AFC Ad hoc committee.

Councillor McCaie-Burke began the updates by explaining to Council that she serves as lead of the Community Inventory sub-committee. Their work involves the preparation of a statistical profile of the community using mainly the last three census files from 2016, 2011 and 2006. They are also working on an inventory of public and community based programs and services in New Maryland in the areas of recreation, social, public health services, volunteer opportunities, service clubs and public spaces. This sub-committee has also initiated a retail and service provider survey in order to identify issues and opportunities. The survey questionnaire was to be hand-delivered to 22 local businesses last month. The work of this sub-committee is on-going and due for completion by the end of June. A great deal of information is being collected which will provide a comprehensive profile of New Maryland's assets.

Councillor McCaie-Burke reported that the Identification of Needs of Seniors sub-committee is being led by Mariet van Groenoud. Three major activities that were identified as the focus of this group include the Open Forum in May, Focus Groups in June and September, and a community Age-Friendly Survey in the fall. The sub-committee lead reported on the results of the May 13th "A Day for the Ages" forum, however Councillor McCaie-Burke indicated that she would not go into detail as Council was well briefed at the last Council meeting. She did report that 74 people attended the forum and they have received a great deal of positive feedback.

The Focus Group report included a decision to host the first focus group at the New Maryland Centre on June 14th, 2017 from 7:00 pm to 9:00 pm with the use of questions suggested by the World Health Organization. The group had hoped that at least 12 people would participate. If the evening was successful, an additional one or two focus groups will be held in September. The results of the June 14th session are currently being compiled.

Councillor McCaie-Burke reported that the Focus Group sub-committee members are looking at doing an *Age-Friendly Community Survey* as another means to collect data. It was felt that a survey was a necessary means to collect additional data as not everyone wants to participate in focus groups or open forums and may prefer a one-on-one survey. Further work has been delayed on the survey preparation until additional information is received from Tim Snow, a representative of the Wellness Branch of the Department of Social Development. Mr. Snow's group is currently working on the design of the survey.

The Data Analysis and Preparation of Report sub-committee lead is Lyne St. Pierre-Ellis. This sub-committee has met once to discuss the framework of the report. They will compile all of the work that the other two sub-committees complete.

Councillor McCaie-Burke stated that the second half of the Age-Friendly Community Ad hoc Committee meeting consisted of information sharing by guest speaker Tim Snow. Mr. Snow provided an update on the age-friendly survey that is planned for the Fredericton area and committed to providing additional information in the near future. They hope to have the survey sent out in the fall,

so will need to have the design completed relatively soon. He also shared information regarding provincial and federal grant opportunities that the Village may be able to access.

The next meeting of the Age-Friendly Community Ad hoc Committee is scheduled for tomorrow, Thursday, June 21st, 2017 at 10:00 a.m. in Council Chamber and everyone is welcome to attend.

MOVED BY Councillor Gisèle McCaie-Burke and **seconded by** Deputy Mayor Alex Scholten the adoption of the Age-Friendly Ad hoc Committee report as presented.

Discussion: Deputy Mayor Scholten reported that the goal of the survey prepared for local businesses is to identify service providers and products. The original plan had been to circulate the survey to businesses outside of the Village boundaries, however after some review of the logistics of doing so, it was agreed to work within the municipal limits. A total of 27 surveys were circulated and 6 surveys have been completed and returned to us. Once additional completed forms have been received, a summary of the services, products and accessibility will be prepared. Councillor McCaie-Burke expressed her appreciation to all of the committee members on the fantastic job and amount of work being completed, with a recognition of busy schedules for everyone. She also explained that the information will be very valuable in future decision-making processes. **MOTION CARRIED.**

12. Approval of the Treasurer's Report

Councillor McCaie-Burke explained that the approval of the Treasurer's report is required by provincial legislation.

MOVED BY Councillor Gisèle McCaie-Burke and seconded by Councillor Mike Pope the adoption of the Treasurer's Report as follows: Payments made in the month of May 2017, from the General Operating account by cheques and direct payments \$757,640.41 (*Seven Hundred and Fifty-Seven Thousand Six Hundred and Forty Dollars and Forty-One Cents*); from the Water & Sewer Operating account **\$316,571.05** (*Three Hundred and Sixteen Thousand Five Hundred and Seventy-One Dollars and Five Cents*); from the General Capital account **\$61,095.48** (*Sixty-One Thousand and Ninety-Five Dollars and Forty-Eight Cents*); and from the Water & Sewer Capital account **\$0.00** (*Zero dollars*). **MOTION CARRIED.**

13. Public Input/Inquiries

No members of the public were in attendance at the meeting.

14. New Business

No new business items were brought forward.

15. DATE, TIME AND LOCATION OF NEXT MEETING

The next Council meeting is scheduled for Wednesday, 19 July 2017 at 7:30 pm in Council Chamber.

16. ADJOURNMENT

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

The meeting adjourned at 8:10 pm.

Respectfully submitted,

Cynthia Geldart
CAO/Clerk

Cynthia Geldart
CAO/Clerk

Judy Wilson-Shee
Mayor