

**VILLAGE OF NEW MARYLAND  
COUNCIL  
21 February 2018**

**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

**Guests:** Shane and Clara Thomas, Hon. Brian Kenny (Minister of Education and Early Childhood Development and Minister Responsible for Official Languages), Assistant Deputy Minister Chris Treadwell, MLA Jeff Carr, MLA Brian Macdonald, Councillor Eric Megarity (Fredericton), Taeyon Kim (Constituency Coordinator for MLA David Coon), Wayne Annis (Director of Schools ASD-W), many teachers from FHS, Chief Farrell, members of the media and the public (for agenda items 1 through 6);  
*(Councillor Megarity stayed for the entire meeting; Mariet van Groenewoud joined the meeting after the recess)*

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**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. MOMENT OF SILENCE IN HONOUR OF REBECCA SCHOFIELD**

A moment of silence was recognized in memory of Rebecca Schofield who passed away February 17, 2018. She was the founder of the social media movement #BeccaToldMeTo.

**3. APPROVAL OF THE AGENDA**

**MOVED BY** Deputy Mayor Alex Scholten and **seconded by** Councillor Tim Scammell the approval of the agenda with the amendment to add the Heart & Stroke Foundation Proclamation under item 7. Proclamations. **MOTION CARRIED.**

**4. APPROVAL OF THE MINUTES**

**MOVED BY** Councillor Gisèle McCaie-Burke and **seconded by** Deputy Mayor Alex Scholten to approve the minutes of the 17 January 2018 regular session of Council as circulated. **MOTION CARRIED.**

**5. DISCLOSURE OF INTEREST**

No disclosures of interest were declared.

**6. PRESENTATIONS**

Mayor Wilson-Shee and MLA Jeff Carr each presented Shane Thomas, Principal of FHS, with a certificate

of appreciation in recognition of the national award he will receive as an ‘exceptional educator’. Speeches were given by MLA Jeff Carr, MLA Brian Macdonald, Hon. Brian Kenny, Taeyon Kim, Councillor Eric Megarity, Wayne Annis, and Mayor Wilson-Shee. Mayor Wilson-Shee read comments from Hanwell Mayor Chris Melvin who was unable to attend the meeting. Mr. Thomas thanked everyone in attendance for the evening of acknowledgement, and particularly thanked his staff for the work they do each day which makes his job easier.

Mayor Wilson-Shee invited everyone to enjoy refreshments.

**MOVED BY** Deputy Mayor Alex Scholten and **seconded by** Councillor Gisèle McCaie-Burke to take a brief recess from the meeting. **MOTION CARRIED.**

Mayor Wilson-Shee called the meeting back to order at 8:13 pm.

**7. PROCLAMATIONS**

Mayor Wilson-Shee read the proclamation for Hearth Month from the Heart & Stroke Foundation of NB.

**8. CORRESPONDENCE**

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

- an email from the Union of Municipalities of New Brunswick relating to cannabis legalization costs for municipalities;
- information from NB EMO concerning Disaster Financial Assistance for Municipalities;
- the January 2018 WorkSafe NB newsletter;
- an invitation from the RCMP to participate in their Survey of Contract Partners;
- an email from UMNBS requesting information from municipalities regarding street lighting costs for 2017;
- notification from the Regional Development Corporation that we have received a contribution as part of the financial assistance approved by the Province of New Brunswick for municipalities impacted by the property assessment freeze;
- a letter from Elections New Brunswick advising that the next round of municipal by-elections will take place on Monday, May 14, 2018; and
- information from the Provincial Financial and Administrative Services Dept. concerning our 2018 Municipal Agreement.

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

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

Jan. 18<sup>th</sup> – Age-Friendly Community Ad hoc Committee meeting along with Deputy Mayor Scholten and Councillor McCaie-Burke;

Jan. 21<sup>st</sup> – volunteered at the Pasta with Purpose Spaghetti Dinner hosted by the New Maryland Lions Club at which all members of Council attended (*approximately 150 people were served and \$1,654.00 was raised; the Lions Club donated \$900.00 to the amount raised toward the purchase of a thermal imaging camera for New Maryland Fire Dept.*);

Jan. 25<sup>th</sup> – the State of the Province Address along with Councillors LeBlanc and Pope and CAO/Clerk

Cynthia Geldart (*Deputy Mayor Scholten attended as a guest of Ignite Fredericton*);  
Jan. 26<sup>th</sup> – sleigh ride sponsored by the NM Lions Club;  
Jan. 28<sup>th</sup> – ordaining ceremony of Jim Appleton as a transitional deacon at Holy Trinity Anglican Church (*Jim served on Council when the Village was first incorporated in 1991*);  
Jan. 3<sup>st</sup> – a meeting with CAO/Clerk Cynthia Geldart and Deputy Mayor Scholten to discuss the recommendations for the expanding services of the Regional Service Commissions;  
Feb. 2<sup>nd</sup> – a meeting with Andie McDonald, Community Economic Development Executive, Opportunities NB;  
Feb. 6<sup>th</sup> – PNM Zoomers’ soup luncheon which was also attended by Deputy Mayor Scholten, Councillor McCaie-Burke, and senior staff members Scott Sparks, Harry Farrell and Rockland Miller;  
Feb. 8<sup>th</sup> – pot luck at Oakland Lodge, in celebration of the completion of the New Maryland Age-Friendly Community Ad hoc Committee’s mandate, which was also attended by Deputy Mayor Scholten and Councillor McCaie-Burke;  
Feb. 12<sup>th</sup> – an open house public information session hosted by UNB;  
Feb. 13<sup>th</sup> – UMN Zone 5 meeting which was also attended by Deputy Mayor Scholten and Councillors McCaie-Burke and Scammell;  
Feb. 15<sup>th</sup> – Friends of the Historic New Maryland Church meeting;  
Feb. 16<sup>th</sup> – a meeting with Fredericton Councillor Eric Megarity;  
Feb. 19<sup>th</sup> – a World Thinking Day Fun Fair hosted by the 1<sup>st</sup> New Maryland Pathfinders; and  
Feb. 20<sup>th</sup> – the NM Lions Club meeting.

**9. PLANNING ADVISORY COMMITTEE**

Councillor Tim Scammell presented the following update from the February 5, 2018 Planning Advisory Committee meeting.

- The committee reviewed the building permit report for December 2017 and noted that there were only 3 permits issued, which is typical for the month of December.
- The committee also reviewed and discussed the 2017 Annual Building Permit Report Summary. The summary illustrated the monthly permit totals, totals by permit category, annual comparison tables and graphs showing yearly trends. The year-to-date totals for the end of 2017 revealed 136 permits having been issued, \$3,468,466 in estimated value of construction and \$26,781 in permit fee revenue.

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

**10. EMERGENCY RESPONSE PLAN COMMITTEE**

The Emergency Response Plan Committee has not met since the last Council meeting. No report was presented.

**11. PROJECT REPORTS AND UPDATES**

**(i) Recreation Department:**

Councillor Paul LeBlanc presented the following update from the Recreation Department.

### Outdoor Rinks

The first outdoor rink has had lots of use over the past month and a half by families and hockey enthusiasts. As of February 15<sup>th</sup>, the rink has been open for a total of 36 days. A reminder to residents that dusk to dawn lighting is available for night-time skating and bleachers are available for seating.

### Sliding Hill

The sliding hill was opened on Friday Feb. 16<sup>th</sup> in time for the Family Day weekend. If the weather cooperates the hope is that the hill will be operational for a month or more. Special thanks to M.W. Price staff and Village staff for the building and maintenance of the hill.

### Glow Skate

On Friday, February 23<sup>rd</sup>, weather and conditions permitting, the “Glow Skate” will be held at the Athletic Park rinks from 6:00 – 9:00 pm. Glow necklaces and glow sticks will be available for everyone. The New Maryland Guides will be tending the bonfire and hot chocolate, marshmallows and sticks for roasting will be offered.

### March Break Activities

- On Tuesday, March 6<sup>th</sup> a Community Skate will be held at the Grant Harvey Centre from 2-4 pm. This event is free and all are welcome to attend.
- On Thursday, March 8<sup>th</sup> two family sleigh rides will be held at Oakland Farms. The times are 11:00 am and 2:00 pm. The cost is \$4 per adult and \$2 per child.
- On Wednesday, March 7<sup>th</sup> a babysitter course will be held at Victoria Hall from 9:00 am – 4:00 pm. The cost is \$50 and is open to children ages 11 and up.

### Victoria Hall – 100<sup>th</sup> Anniversary

June 2018 marks the 100<sup>th</sup> anniversary of the opening of Victoria Hall. In anticipation of this significant milestone, staff has a few things planned. The flower bed circle will have the number 100 displayed in flowers with Victoria Hall lettering and the dates 1918-2018. In addition, a new flower bed surrounding the flag poles will be planted for the 2018 season. Restoration of the cenotaph has also been committed for May of this year. A one-time community social at Victoria Hall is being discussed for June, and further details will be provided when they become available.

### NMES

February has been another busy month with regularly scheduled user groups as well as bookings for several extra events. A reminder that NMES is unavailable over the March Break (March 2<sup>nd</sup> – 11<sup>th</sup>).

### Summer Jobs

Summer student jobs were posted February 2<sup>nd</sup> and applications will be accepted until Monday, March 12<sup>th</sup>. Job descriptions and the Village application form were posted to the Village website, as well as the Village Facebook and Twitter pages.

Alexandrea Jewett will be returning for a second year as Day Camp Supervisor and will commence employment the first week of May. Day Camp will run from June 25<sup>th</sup> to August 24<sup>th</sup> this year. Information will be distributed to last year’s parents once it becomes available. This year one week will be offered for older campers (age 10 – 13) with a day trip to Magic Mountain. Registration is tentatively scheduled for May 7<sup>th</sup> (New Maryland residents) and May 8<sup>th</sup> (open registration).

PNM Zoomers Update

- PNM Zoomers next monthly meeting is scheduled for March 5<sup>th</sup> at 10:00 am in the New Maryland Centre boardroom.
- Stretch and strengthening classes take place every Tuesday and Thursday morning from 10:00 to 11:00 am.
- Book club meets every fourth Thursday at 11:00 am in the boardroom. The next meeting is scheduled for February 22<sup>nd</sup>.
- Arts and Crafts Club meets every other Wednesday from 10:00 am to 3:00 pm.
- PNM Zoomers host pot luck socials every other month and the next social is scheduled for March 21<sup>st</sup> at 5:30 pm with guest speaker Jared Matthews presenting the topic “Crime Reduction through Environmental Design” at 6:30 pm.
- PNM Zoomers are offering a scholarship to university and high school students enrolling in or enrolled in geriatrics or a related field. Application forms are available on the Village website under Community Groups/50 plus.

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

*Discussion:*

Councillor Pope announced that his mother, Nita Pope from Mount Pearl, Newfoundland, will be inducted into the Mount Pearl Minor Hockey Association Hall of Fame on Saturday February 24<sup>th</sup> as a builder. He added that she has given close to 40 years of her life to the association and he felt the induction is well deserved recognition for her. Mayor Wilson-Shee asked Mike to extend Council’s best wishes to her.

Councillor LeBlanc stated that he participated in the sliding hill on the weekend and it is very well done. He questioned if advance registration for the sleigh rides on March 8<sup>th</sup> is necessary. Mayor Wilson-Shee confirmed that it is.

Mayor Wilson-Shee read an email from resident, Jim Appleton, who thanked Village staff for the sliding hill and skating rinks at Athletic Park that his grandchildren enjoyed over the weekend.

**MOTION CARRIED.**

► **MOVED BY** Councillor Tim Scammell **and seconded by** Councillor Mike Pope the following resolution of Council:

***Be It Resolved That*** the Council for the Village of New Maryland adopt the revised Recreation Policy RD-4, Summer Day Camp Program Fees as attached hereto. **MOTION CARRIED.**

**(ii) Public Works Department:**

Councillor Gisele McCaie-Burke presented the following update from the Public Works Department.

Public Works Reports

Village staff investigated 18 Public Works Reports for the month of January. The reports were mostly inquiries to snow removal operations, a few regarding storm water run-off because of the rain event we experienced, and a couple regarding garbage collection.

### Snow Removal

This winter has provided its challenges with the fluctuation in temperatures resulting in icy conditions on different occasions. Staff encourage motorists and pedestrians to use caution when these conditions exist.

A friendly reminder to residents that pushing snow across the street, onto the street, into a common area, or into a sidewalk is prohibited as per our By-law 62-2000, A By-law to Regulate the Use of Streets, Sidewalks and Boulevards in the Village of New Maryland. Section 7 of the By-law ‘Snow or Ice on Streets’ states “No person shall place on any street, sidewalk or common area any snow or ice brought from any privately-owned yard, enclosure or place, into any street, sidewalk or common area without having first obtained permission from the Village office. Any contravention of this regulation will result in a fine being levied, and the snow being removed by the individual who first illegally placed it, or in lieu, being removed by the Village at the expense of the individual(s) having placed it illegally.” Public Works staff appreciate residents’ cooperation in this matter. If residents have questions or concerns they can contact the Village office at 451-8508.

Another reminder to residents is that the Parking Ban between 12 midnight and 7 am on Village streets is in effect. To assist snow removal operations, residents are asked to refrain from parking on streets during a snow storm.

Council and staff would like to thank residents who have participated in the adopt-a-hydrant program for snow clearing and would like to encourage others to participate during the winter months by keeping hydrants clear of snow. Any assistance is greatly appreciated.

### Daniel Drive Services Upgrade Project:

The Village of New Maryland will be awarding the contract for Daniel Drive - Phase 1 (2017) Water, Sewer and Roadway Upgrading project to Monteith Underground Services Ltd. Village Council has received Infrastructure Funding from the Federal and Provincial Governments for this project. The project consists of upgrades to Daniel Drive from Highway 101 to Alban Street. The upgrades include replacement of the sanitary sewer, installing new storm sewer, watermain, curb and gutter and sidewalk along the north side of Daniel Drive. The upgrades will improve collection of storm water runoff as well as improve the safety of pedestrians and motorists using Daniel Drive.

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

### *Discussion:*

Councillor LeBlanc clarified that the parking ban now in effect also applies to parking on Village streets during periods of snowfall which can interfere with snow removal operations. He noted that this should be considered as more than a request from staff – it is a requirement of the by-law.

Deputy Mayor Scholten commented on the trying circumstances that Public Works staff have had to deal with over the past few weeks. He commended them for clearing sidewalks in a very timely manner and the efforts of the Public Works Supervisor who worked diligently to clear gutters and catch basins to prevent flooding. **MOTION CARRIED.**

► **MOVED BY** Councillor Gisele McCaie-Burke and **seconded by** Councillor Tim Scammell 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 Monteith Underground Services Ltd. on April 13, 2017 in the amount of \$491,365.00 (four hundred and ninety one thousand, three hundred and sixty five dollars) plus \$73,704.75 (seventy three thousand, seven hundred and four dollars and seventy five cents) HST for a total tendered bid of \$565,069.75 (five hundred and sixty five thousand, sixty nine dollars and seventy five cents) for the Daniel Drive - Phase 1 (2017) Water, Sewer and Roadway Upgrading Project; and that the Mayor and Clerk are authorized to execute said contract. **MOTION CARRIED.**

**(iii) Finance Department:**

Councillor Paul LeBlanc presented the following update from the Finance Department.

Asset Management

The work on the Village's Asset Management file continues to move forward with an afternoon meeting between Opus and Department Heads that was held on February 6<sup>th</sup>. It was determined that 3 full days of meeting with Opus and all department heads are required to bring this plan forward. February 20<sup>th</sup> has been booked for the first all-day session.

Disaster Relief

The Treasurer has had recent contact with the Disaster Recovery Engineer, with New Brunswick Emergency Measures Organization, concerning the Cortland Culvert flood claim. There were a few items that required clarification and after a few emails and phone calls it appears as if the claim is moving forward in a positive manner.

Year End

Finance Dept. staff have completed the 2017 year-end entries and adjustments, including general ledger account reconciliations as well as all bank reconciliations. All the final reports and figures have been passed on to the auditors, so they can commence their work.

HST

The final HST rebate submission for 2017 was submitted on January 25<sup>th</sup>, 2018 with payment received on February 8<sup>th</sup>, 2018.

Training

January 25<sup>th</sup>, 2018 the Treasurer participated in a webinar on "Management-Employer Challenges and Best Practices" hosted by the Canadian Pension and Benefits Institute of Canada. February 8<sup>th</sup>, 2018 the Treasurer participated in, along with two other members of staff, a training session on "Grant and Proposal Writing" by LearnSphere.

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

**(iv) 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 met on Thursday, January 18, 2018. Eleven committee members were present at the meeting.

- The committee spent some time reviewing and discussing some of the key findings from the Community Survey that was held in November and December 2018. The survey questionnaire was adapted and used with permission from the Fredericton Capital Region Senior Survey Committee. The New Maryland AFC Ad hoc Committee was very appreciative of their assistance.
- A total of 296 responses were received from the Village's 50 plus population which translates to an 18% response rate. A profile of the respondents shows that close to half were between the age of 60 and 69, a majority married and two thirds retired. More than three quarters of the respondents have post-secondary education and a majority of respondents who provided income information had a total family income of more than \$50,000 last year. Survey results indicate that older adults in New Maryland enjoy living in this community because of its many age-friendly features.
- The survey findings also indicated that there are several challenges that face the Village's aging population to remain living healthy, and independent in this community. Key challenges mentioned in the survey included: 1) a need for appropriate housing for seniors and providing support for aging in place; 2) a need for affordable transportation services; 3) a need to expand our trail system and sidewalks; and 4) a need to improve easy access to suitable information for our seniors. These findings were very similar and consistent with the previous age-friendly consultations.
- The preliminary January report "Community Assessment & Recommendations" was briefly reviewed by the committee. The Data Analysis and Preparation of Report sub-committee members felt that the report would be quite complete once the key findings from the community survey information were added. The committee suggested that the final report be presented to Council for approval at the January 24, 2018 Council-In-Committee meeting (which was done) and at tonight's formal Council meeting.
- The committee's mandate, which was established in November 2016, had been successfully completed and the committee members were commended for all their hard work on this important project. Following the committee's last meeting, a potluck was organized by one of the committee members to celebrate the conclusion of the committee's mandate.
- The next step is for Council to approve the 'Community Assessment and Recommendation Report' and the establishment of a new advisory/standing committee to follow-up on work that was recommended by the Age-Friendly Community Ad hoc Committee.

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

*Discussion:*

Councillor McCaie-Burke acknowledged Mariet van Groenewoud who was instrumental in the collection of information from residents in the community and the coordinator of the Community Survey.

Deputy Mayor Alex Scholten commended Councillor McCaie-Burke for her work on the survey and her continuing efforts to encourage residents to complete the survey, which he felt had a direct impact on the number of seniors who completed the survey. He also recognized Mayor Wilson-Shee for her time and efforts with the Community Survey. He stated that the information contained in the report will be of great assistance with efforts moving forward and in identifying how we can improve the community for seniors.

Mayor Wilson-Shee thanked all of the members who agreed to participate in the AFC Ad hoc Committee. She said they were a very enthusiastic group with a lot of expertise. She also thanked Councillor McCaie-Burke (Committee Chair) and Deputy Mayor Scholten (Committee Vice-Chair) for their work with the committee. **MOTION CARRIED.**



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

**Be It Resolved That** the Council for the Village of New Maryland adopt the *Village of New Maryland Age-Friendly Ad hoc Committee Community Assessment & Recommendations Report* dated February 2018, as attached, with the recognition that the recommendations will be prioritized and implemented as finances and resources are made available.

*Discussion:*

Councillor McCaie-Burke stated that Council established the Age-Friendly Community Ad hoc Committee in December 2016 with 3 specific items listed in their mandate. The final item contained in the mandate was to provide recommendations to Council on how the Village of New Maryland may improve upon services and offerings to community seniors to make their lives more safe, healthy and involved. The AFC Ad hoc Committee has spent the past year working extremely hard to reach their deliverable of providing a final report with recommendations to Council. The committee members have engaged with residents in a variety of formats, hosted numerous forums, conducted an extensive survey, and then compiled key findings into the document under consideration by Council tonight. Council reviewed the report in detail at the Council-In-Committee meeting of January 24<sup>th</sup> and agreed to move forward with the official adoption of the report as presented. There are over 50 recommendations contained in the report and Council is cognizant of our limited finances and resources. Each recommendation will be prioritized and budgeted for appropriately in order to move forward quickly, but also in a financially responsible manner.

Councillor McCaie-Burke thanked the AFC Ad hoc Committee members for their expertise, dedication and the time they volunteered this past year. She also made special acknowledgement of the team who worked relentlessly to put the final report together. She recognized the seniors who participated in consultations as their input is valuable and greatly appreciated. Finally, she thanked Council and staff for their support throughout the process. **MOTION CARRIED.**

(v) **Administration Department:**

There was no report from the Administration Department.

► **MOVED BY** Councillor Mike Pope and **seconded by** Councillor Tim Scammell the following resolution of Council:

**Be It Resolved That** the Council for the Village of New Maryland, as per the recommendation of Senior Staff, approves the adoption of the following revised policies: Replacement of Ditch Culverts and Headwalls Policy; Concrete Curb Cuts Policy; Placement of Children at Play Signs Policy; Erection of Telecommunication Tower and Antenna Policy; Planning and Organization of Annual Christmas Parties Policy; Video Recording of Council Meetings and Village Events Policy; Website Policy; and Policy Number RD-3.4 1<sup>st</sup> New Maryland Beavers Schedule of Fees Policy, as attached hereto; and that these revised policies are effective immediately.

*Discussion:*

Councillor Mike Pope explained that at the February 14, 2018 Council-In-Committee meeting, Council reviewed proposed revisions to several Village policies that were recommended by Senior Staff. These revisions include general housekeeping items such as grammatical corrections, changes that reflect current practices by Village staff, and clarification of staff roles and responsibilities. Council approved the changes overall (with a noted additional clarification being made to the Replacement of Ditch Culverts and Headwalls Policy) and directed staff to proceed with the motion to approve the adoption of the revised policies at this evening's Council meeting.

**MOTION CARRIED.**

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

**Be It Resolved That** the Council for the Village of New Maryland begin the necessary readings to enact By-Law Amendment No. 50-02-2018, an amendment to the Procedural By-law.

*Discussion:*

Councillor Mike Pope stated that Council has identified the crucial need to ensure that the recommendations contained in the report, that was adopted by Council this evening, remain priority items going forward. Many of the issues will impact our seniors for the long-term and in recognition of this significance, Council has decided to establish a new, permanent Standing Committee of Council. The new Seniors Advisory Committee will be established to advise and assist Council on the implementation of the recommendations from the report and to advise Council in matters affecting senior citizens. In further recognition of the importance of this committee's mandate, the composition of the committee will include the Mayor and Deputy Mayor as Chairperson and Vice-Chairperson, and all members of Council as committee members. The committee will also include staff representation and a maximum of six (6) residents of the community. Following the approval of tonight's motion, we will be posting application forms for residents who are interested in volunteering on the Seniors Advisory Committee. The creation of this new, permanent Standing Committee of Council requires an amendment to our Procedural By-law and the necessary motions will begin at tonight's meeting. Due to the importance and time-sensitive nature of the mandate of this committee, a Special Session of Council will be held next Wednesday evening in order to move forward with third and final readings to enact the by-law amendment. This will allow us to establish the committee as soon as possible and begin work on the recommendations.

Councillor Pope also noted this reading identifies Council's intent to amend the Procedural By-law, and motions for first and second readings of the by-law amendment will take place later on the agenda, under New Business.

Deputy Mayor Scholten commented that from the beginning the AFC Ad hoc Committee members were very vocal about their desire to improve the community and provide better services for seniors and were adamant that the report presented to Council would not gather dust. He said that he is very encouraged by this motion and the fact that all of Council will be participating in the Seniors Advisory Committee, which is a strong show of support. He stated that he felt this sends a positive message to the community that this is a high priority for Council and that Council wants to proceed with this effort as quickly and effectively as possible. **MOTION CARRIED.**

**12. APPROVAL OF THE TREASURER'S REPORT**

**MOVED BY** Councillor Paul LeBlanc and **seconded by** Councillor Tim Scammell to approve the Treasurer's Report for the month of January 2018 as follows:

- from the General Operating account by cheques and direct payments **\$269,992.69** (*Two Hundred and Sixty-Nine Thousand Nine Hundred and Ninety-Two Dollars and Sixty-Nine Cents*);
- from the Water & Sewer Operating account **\$59,240.73** (*Fifty-Nine Thousand, Two Hundred and Forty Dollars and Seventy-Three Cents*);
- from the General Capital account **\$833.76** (*Eight Hundred and Thirty-Three Dollars and Seventy-Six Cents*); and

- from the Water & Sewer Capital account **\$5,057.24** (*Five Thousand, and Fifty-Seven Dollars and Twenty-Four Cents*). **MOTION CARRIED.**

**13. PUBLIC INPUT / INQUIRIES**

New Maryland resident, Mariet van Groenewoud and Councillor Eric Megarity were in attendance. Mariet thanked Council and agreed with Deputy Mayor Scholten's remarks about moving forward as soon as possible with the establishment of the Seniors Advisory Committee.

**14. NEW BUSINESS**

(i) Third and Final Readings of By-law Amendment No. 50-01-2018:

**MOVED BY** Deputy Mayor Alex Scholten and **seconded by** Councillor Mike Pope to read By-Law Amendment No. 50-01-2018, an amendment to the Procedural By-Law, for the third time, this reading in its entirety.

*Discussion:*

Deputy Mayor Scholten explained that the Procedural By-law regulates the agenda items and procedures for formal Council meetings. The agenda currently does not accommodate the reporting format of the Mayor and therefore requires revision. The CAO researched the procedure of various municipalities and presented that information to Council for review and discussion at the Council-In-Committee meeting of January 10, 2018. Council agreed to amend the Procedural By-law by removing the agenda item "Meetings/Special Events" and adding two new agenda items "Mayor's Comments" and "Comments by Members of Council". He noted that the motions for first and second reading of the by-law amendment were passed at the January Council meeting, and tonight's motions are for the third and final reading to enact the by-law amendment.

**MOTION CARRIED.**

*Deputy Mayor Alex Scholten read By-law Amendment No. 50-01-2018 for the third time, this time in its entirety.*

**MOVED BY** Deputy Mayor Alex Scholten and **seconded by** Councillor Tim Scammell to read By-Law Amendment No. 50-01-2018, an amendment to the Procedural By-Law, for the final time, this reading by title only, thereby enacting the by-law amendment. **MOTION CARRIED.**

*Deputy Mayor Alex Scholten read By-law Amendment No. 50-01-2018 for the final time by title only, thereby enacting the by-law amendment.*

(ii) First and Second Readings of By-law Amendment No. 50-02-2018:

► **MOVED BY** Councillor Mike Pope and **seconded by** Councillor Gisèle McCaie-Burke to read By-Law Amendment No. 50-02-2018, an amendment to the Procedural By-Law, for the first time, this reading by title only.

*Discussion:*

Councillor Pope clarified the next two motions are the first steps that are required in order to

amend the Procedural By-law to allow for the establishment of the Seniors Advisory Committee. The final motions will take place during a Special Session of Council next Wednesday evening as provincial legislation does not allow for all of the necessary motions to take place at one meeting. **MOTION CARRIED.**

*Councillor Mike Pope read By-law Amendment No. 50-02-2018 for the first time by title only.*

► **MOVED BY** Councillor Mike Pope and **seconded by** Councillor Tim Scammell to read By-Law Amendment No. 50-02-2018, an amendment to the Procedural By-Law, for the second time, this reading by title only. **MOTION CARRIED.**

*Councillor Mike Pope read By-law Amendment No. 50-02-2018 for the second time by title only.*

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

The next regular session of Council is scheduled for Wednesday, 21 March 2018 at 7:30 pm in Council Chamber. A Special Session of Council will be held Wednesday, 28 February 2018 at 6:30 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 8:58 pm.

Respectfully submitted,

Karen Taylor  
Assistant Clerk

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Cynthia Geldart  
CAO/Clerk

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Judy Wilson-Shee  
Mayor