

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

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

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

Regrets: Councillor Mike Pope

1. CALL TO ORDER

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

2. APPROVAL OF THE AGENDA

MOVED BY Councillor Gisèle McCaie-Burke and **seconded by** Councillor Tim Scammell to approve the agenda as distributed. **MOTION CARRIED.**

3. APPROVAL OF THE MINUTES

MOVED BY Councillor Tim Scammell and **seconded by** Councillor Gisèle McCaie-Burke to approve the minutes of the 21 February 2018 regular session of Council as circulated. **MOTION CARRIED.**

MOVED BY Deputy Mayor Alex Scholten and **seconded by** Councillor Gisèle McCaie-Burke to approve the minutes of the 28 February 2018 Special Session of Council as circulated. **MOTION CARRIED.**

4. DISCLOSURE OF INTEREST

No disclosures of interest were declared.

5. PRESENTATIONS

No presentations were made.

6. PROCLAMATIONS

Mayor Wilson-Shee made the following proclamations: (i) Purple Day for Epilepsy; (ii) Nutrition Month – Dietitians of Canada; and (iii) Kidney Month.

7. CORRESPONDENCE

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

- an announcement from Ignite Fredericton that the 20th Annual KIRA Awards will be held on Thursday

May 3, 2018;

- a letter from the New Brunswick Municipal Finance Corporation regarding new financing and re-financing requirements for municipalities;
- the Fredericton Chamber of Commerce Connections newsletter;
- a letter to the Union of Municipalities of New Brunswick regarding the submission of a resolution to all members concerning the slow response time by NB Power crews when responding to fire related service calls, and the associated costs and negative impact on our fire department's resources;
- information from the Dept. of Transportation and Infrastructure relating to a cost-share project that falls under their 2018 program for improvements to provincially designated highways located within municipalities;
- an invitation from the Centre communautaire Sainte-Anne to attend their 40th anniversary banquet on April 28th;
- a letter from the Institute of Public Administration of Canada calling for nominations for the Lieutenant-Governor's Award for Excellence in Public Administration and the Donald G. Dennison Award for Public Administration;
- information from the Union of Municipalities of New Brunswick concerning the provincial and federal governments' agreement that will provide over \$673 million in infrastructure funding for New Brunswick over the next ten years; and
- an email from the Dept of Environment and Local Government concerning draft regulations to the *Local Governance Act*.

8. MAYOR'S COMMENTS

Mayor Judy Wilson-Shee provided an update on the meetings and social events that she attended since the last Council meeting:

February 23rd – meeting with Peter Corbyn to discuss Smart Cities;

February 23rd – NB Trails Board meeting;

March 5th – Parish of New Maryland Zoomers' meeting which was also attended by Councillor McCaie-Burke;

March 6th – Family Skate;

March 6th – RSC 11 Board meeting;

March 8th – International Woman's Day 'Women of Influence' meeting to discuss women and mental health at Government House;

March 8th – RSC 11 Governor's meeting;

March 12th – The Province of New Brunswick's Digital Literacy announcement;

March 12th – Committee meeting to discuss the future of St. Mary the Virgin Church;

March 20th – volunteered at NMES cafeteria;

March 20th – New Maryland Lions Club meeting; and

March 21st – brief visit at the PNM Zoomers' pot luck.

9. COMMENTS BY MEMBERS OF COUNCIL

Councillor Scammell mentioned that he attended the Planning Advisory Committee meeting on March 5th. He announced that Earth Hour will take place Saturday, March 24th from 8:30 pm to 9:30 pm. He encouraged everyone to switch off their lights and turn off unnecessary electronics for an hour in a show of solidarity for global efforts.

Councillor McCaie-Burke wished everyone a happy nutrition month and urged residents to find more

information about nutrition on the Dietitians.ca website.

10. PLANNING ADVISORY COMMITTEE

Councillor Tim Scammell provided an update from the Planning Advisory Committee.

- The Planning Advisory Committee last met on the evening of March 5, 2018.
- The Committee reviewed the building permit report for February 2018 and noted that there were no building permits issued. Although no building permits were issued in the month of February, the year-to-date building permit totals for February 2018 are slightly exceeding the year-to-date totals from February 2017.
- Staff advised the Committee that they are in receipt of a sign permit application from the Islandview Veterinary Hospital requesting approval for a recently installed facial wall sign with internal illumination. As per section 7.21 (6)(e) of the Zoning By-Law, a sign that is illuminated in any manner requires review and formal approval from PAC prior to the Building Inspector issuing a sign permit. The Committee discussed the application and motioned for its approval. The Committee also discussed whether section 7.21 (6)(e) is too onerous on businesses in the Village. The Committee agreed that it would be appropriate to review section 7.21 (6)(e) of the Zoning By-Law and consider amendments to be comparable to other municipalities in regards to illumination of facial wall signage. Staff committed to further review of the matter and will be providing a recommendation to PAC and Council in this regard.

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

11. EMERGENCY RESPONSE PLAN COMMITTEE

Deputy Mayor Alex Scholten provided an update from the Emergency Response Plan Committee.

- The Emergency Response Plan Committee met on March 13th at 2 pm with 13 committee members in attendance.
- Chief Farrell reviewed with the committee the Powerpoint presentation “Exercise Brunswick Alpha 2018” which is scheduled to take place June 13, 2018. Brunswick Alpha 2018 is a one-day province-wide emergency preparedness tabletop exercise that will give communities, municipalities and local service districts the opportunity to practice their respective roles during an emergency event. The purpose of the exercise is to practice and evaluate plans, policies and procedures, identify plan vulnerabilities and gaps in resources, improve organizational coordination and communications, clarify roles and responsibilities, improve individual and team performance, and satisfy regulatory requirements. The exercise scenario will revolve around a progressive severe weather event unfolding across the province. Advanced weather reporting, simulated social media, and web-based news reporting will add to the realism of the experience. Participants in this exercise will include NB EMO (provincially and regionally), the Canadian Armed Forces through Joint Task Force Atlantic, Environment and Climate Change Canada, Regional Emergency Management Coordinators, participating New Brunswick communities, Government of New Brunswick partners and other organizations. This tabletop exercise will be a tremendous opportunity for those responsible for Emergency Management to be involved in a provincial level exercise that will be focused on individual communities’ needs. It will also provide the opportunity for sharing best practices between communities.
- As part of the committee’s mandate to ensure that the Village is prepared to respond appropriately in the event of an emergency situation, a tabletop exercise will be held at the next committee meeting

that will involve the evacuation of New Maryland Elementary School. All of the committee's staff members, agencies and organizations will have a role to play in the exercise and are strongly encouraged to attend. In this paper exercise, participants will perform the tasks that would be expected of them in an actual emergency. In the weeks leading up to this exercise, staff will utilize our 'One Call Now' and 'Sentinel' programs to contact committee members prior to the meeting and test our messaging systems. The lessons learned from this exercise will help prepare the committee for the upcoming Brunswick Alpha exercise in June.

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

12. PROJECT REPORTS AND UPDATES

(i) **Recreation Department:**

Councillor Gisèle McCaie-Burke presented the following update from the Recreation Department.

Outdoor Rinks/Sliding Hill

The outdoor rink in Athletic Park was permanently closed on Sunday, March 11th. The Recreation Dept. staff members were very pleased to be able to keep it open over the March Break as both the rink and the sliding hill were well used while children were out of school. This year has been a record-breaking year for the rink as it was open for a total of 60 days, compared to 27 days in 2017 and 23 days in 2016.

One positive from all the recent snow is that the sliding hill is in excellent condition and is extremely popular. The series of March Break storms allowed staff to add extra snow to the structure and the snow cover provided some much-needed traction in the area after the melt in late February. The Recreation Dept. has received many positive comments from parents and residents and it is expected that the sliding hill will be useable for at least a couple more weeks.

March Break Events

- The Free Skate was held at the Grant Harvey on March 6th with many in attendance.
- The Village's babysitter course had 15 participants.
- The sleigh rides had to be cancelled on March 8th due to the snowstorm.

Summer Students

The summer student job postings closed on Monday, March 12th. Numerous applications were received and although the number of applications received are down from last year, there are several promising candidates. Staff do not anticipate any issues filling the positions. The Supervisor position was not advertised this year which may have had an impact on the number of applications received. Interviews will be held in late March/early April. The maintenance positions will start in May and the Day Camp positions will commence in late June.

Summer Programs

Information regarding the 2018 Summer Day Camp and Little Finger Programs are now posted on the Village website at www.vonm.ca. Registration for Village residents will begin on May 7th.

Summer Socials and Concerts

The dates and performers for our summer socials and concerts have been finalized. The Village will once again hold the summer socials and concerts at the New Maryland Centre park, and will have the socials begin at 6:30 pm with the concerts starting at 7:00 pm.

The dates and confirmed bands are as follows:

- The July 10th Strawberry Social with start at 6:30 pm and the concert will be held at 7:00 pm with the HAT Band.
- The July 24th Ice Cream Social will begin at 6:30 pm and the concert will take place at 7:00 pm with the group Frantically Atlantic.
- The August 14th Blueberry Social will be held at 6:30 pm and the concert will commence at 7:00 pm with the Cathy Hutch Band.
- The August 28th Corn Boil will commence at 6:30 pm and the concert will start at 7:00 pm with the band Common Thread.

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

(ii) Public Works Department:

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

Public Works Reports

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

Daniel Drive Services Upgrade Project

Monteith Underground Services Ltd., the contractor awarded the Daniel Drive Services Upgrade Project, is planning to start work in early April weather permitting. Daniel Drive will be closed off to through traffic during the construction period which is expected to take 6-8 weeks.

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. These upgrades will improve collection of storm water runoff as well as improve the safety of pedestrians and motorists using Daniel Drive. This is phase one of a multi-phase project planned for Daniel Drive.

The Village of New Maryland received Infrastructure Funding from the Federal and Provincial Governments for this project.

Further updates, including a start date, will be provided on the Village's website, Facebook page and Twitter feed once they have been confirmed.

Spring Street Sweeping

The winter weather has required more sanding of streets than in past years resulting in an accumulation of sand on the streets. Village staff will be working with the street sweeping contractor to remove sand from the streets as soon as weather permits.

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

(iii) Finance Department:

There was no report from the Finance Department.

► **MOVED BY** Councillor Tim Scammell and **seconded by** Deputy Mayor Alex Scholten 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 #0626 1015-013) to the General Operating Fund (Acct # 0626 1013-181) the sum of \$8,000 (*Eight Thousand dollars*) being the amount placed in reserve in 2017 for a Salary Review in 2018. **MOTION CARRIED.**

► **MOVED BY** Councillor Tim Scammell and **seconded by** Councillor Gisèle McCaie-Burke the following resolution of Council:

Be It Resolved That the Council for the Village of New Maryland transfer from the Utility Capital Reserve Fund (Acct #0626 1018-839) to the Utility Capital Fund (Acct #0626 1020-867) the sum of \$24,547 (*Twenty-four Thousand Five Hundred and Forty-Seven dollars*) being the amount in the Reserve Fund for the following:

\$18,207 (*Eighteen Thousand Two Hundred and Seven dollars*) for the Wastewater Treatment Plant

\$6,340 (*Six Thousand Three Hundred and Forty dollars*) for Water Meter Replacement.

MOTION CARRIED.

(iv) Administration Department:

There was no report from the Administration Department.

► **MOVED BY** Deputy Mayor Alex Scholten and **seconded by** Councillor Gisèle 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. 50-03-2018, an amendment to the Procedural By-law.

Discussion:

Deputy Mayor Scholten explained that during the 2018 budget process Council had approved a salary review for both staff and members of Council. The staff review was to be done by an outside agency, while the Treasurer was to perform a review of Mayor and Council's remuneration making comparisons to other similar municipalities. At the February 28, 2018 Council-In-Committee meeting the findings and recommendations were presented by the Treasurer and discussed by Council. The Treasurer's findings showed three municipalities similar to that of New Maryland based on three criteria: population, tax base, and tax base per capita. As a result of this data, it was identified how close New Maryland's remuneration is to this average and closing this gap would only result in a slight increase in remuneration for Councillors (\$488 annual increase) and a very small increase for the Deputy Mayor (\$51 annual increase) and no change to the Mayor's remuneration at this time. A large part of the close proximity to the average was due to the implementation of annual increases based upon the Consumer Price Index for New Brunswick (CPI-NB) since the last review of Council's remuneration. At this meeting Council accepted the Treasurer's recommendation to introduce a motion making the necessary adjustments to Council's

current remuneration and to continue with the annual implementation of CPI-NB effective January 1, 2018. For the aforementioned reasons, an amendment to the Procedural By-law No. 50 is necessary to make the changes to properly align Council's remuneration. The first and second readings of the By-law Amendment will take place under New Business.

MOTION CARRIED.

► **MOVED BY** Deputy Mayor Alex Scholten 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 *New Maryland Age-Friendly Community Action Plan*, as attached, with the recognition that the recommendations will be prioritized and implemented as finances and resources are made available.

Discussion:

Deputy Mayor Scholten stated that in recognition of the changing demographics of its community, Council for the Village of New Maryland, like other communities in New Brunswick and across Canada, has identified the need to initiate actions to support its aging population consistent with the World Health Organization (WHO) definition of an age-friendly community as a place that has an inclusive and accessible environment that retains its population by promoting healthy active aging. To meet this goal, Village Council established the "Age-Friendly Community Ad hoc Committee" in December 2016 with the following mandate: to engage with the residents of the Village to identify means by which Village seniors can be assisted in living safe, healthy lives and participating fully in society; to conduct an age-friendly assessment of the community which include a statistical profile of the Village, a SWOT (Strengths, Weakness, Opportunities and Threats) analysis of Village support mechanisms for seniors living in the community, identification of issues and opportunities by which the Village may improve the quality of life for seniors living in the community and a summary of the assessment; and to provide recommendations to Council on how the Village may improve upon services and offerings to community seniors to make their lives more safe, healthy and involved/participatory while focusing on the feasibility of applying such measures through implementation of an action plan. The AFC Committee completed its work/mandate in February 2018 and made recommendations to Council based upon feedback and information generated from the community. The recommendations were contained in a report that was approved by Council on February 21, 2018. As part of that report, recommendations were made to establish a Seniors Advisory Committee which would be entrusted with creating an action plan for assessing and, where advisable, implementing recommendations contained in the report. The overriding goal of this action plan will be to implement actions that will improve upon the services and offerings to community seniors that will make their lives more safe, independent, healthy and involved/participatory while focusing on the feasibility of applying such measures through implementation.

Deputy Mayor Scholten thanked Councillor McCaie-Burke who worked diligently to develop the draft version of the Action Plan. He stated that this is a detailed document that will help the Seniors Advisory Committee implement the recommendations of the Age-Friendly Community Ad hoc Committee. He thanked Mayor Wilson-Shee and the Assistant Clerk for their efforts as well.

Councillor LeBlanc expressed his concern that the information in this document may create some false expectations however, he confirmed his support of the motion.

Mayor Wilson-Shee stated that the Seniors Advisory Committee will make recommendations for implementation however, it will be Village Council who makes the decision whether or not these recommendations can be accomplished. **MOTION CARRIED.**

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

Be It Resolved That the Council for the Village of New Maryland, pursuant to Procedural By-law No.50, Section 17(c), appoints Gary Campbell, Jane Findlater, Arthur Standing, Jeff Tapley, Mariet van Groenewoud and David Wiesel to the Seniors Advisory Committee as community representatives for a period of one-year, effective immediately.

Discussion:

Deputy Mayor Alex Scholten commented that at the February 21, 2018 Council meeting, Council adopted the ‘Village of New Maryland Age-Friendly Ad hoc Committee Community Assessment & Recommendations February 2018’ Report which is a compilation of recommendations to Council from the Age-Friendly Community Ad hoc Committee based upon feedback and information generated from the community. As part of that report, recommendations were made to establish a Seniors Advisory Committee which would be entrusted with creating an action plan for assessing and, where advisable, implementing recommendations contained in the New Maryland Age-Friendly Community Action Plan. At the February 28th Special Session of Council an amendment to section 17 (c) of Procedural By-law No. 50 was enacted that established a Seniors Advisory Committee (SAC) to implement the recommendations from the Age-Friendly Community Ad hoc Committee Report and to advise Council in matters affecting senior citizens. The By-law Amendment also appoints the Mayor as Chairperson and the Deputy Mayor as Vice-Chairperson for the Seniors Advisory Committee, and all members of Council as Committee members. As well, it requires that the committee shall consist of a maximum of six (6) members of the community, appointed annually by Resolution of Council. Therefore, after reviewing the *Expression of Interest to Volunteer for the Village of New Maryland Senior Advisory Committee* forms received from residents of New Maryland, Council has agreed to move forward with the motion to appoint the following community members to the Seniors Advisory Committee.

Deputy Mayor Scholten also noted that a number of applicants expressed interest in becoming a member of this committee. He expressed his feeling that this committee will be of great assistance in helping the Village carry forward the recommendations from the AFC Committee.

MOTION CARRIED.

13. APPROVAL OF THE TREASURER’S REPORT

MOVED BY Councillor Gisèle McCaie-Burke and **seconded by** Councillor Tim Scammell to approve the Treasurer’s Report for the month of February 2018 as follows:

- from the General Operating account by cheques and direct payments **\$312,726.65** (*Three Hundred and Twelve Thousand Seven Hundred and Twenty-Six Dollars and Sixty-Five Cents*);
- from the Water & Sewer Operating account **\$22,400.73** (*Twenty-Two Thousand, Four Hundred Dollars and Seventy-Three Cents*);
- from the General Capital account **\$38,904.50** (*Thirty-Eight Thousand Nine Hundred and Four Dollars and Fifty Cents*); and
- from the Water & Sewer Capital account **\$71,341.29** (*Seventy-One Thousand Three Hundred and Forty-One Dollars and Twenty-Nine Cents*).

Discussion:

Councillor McCaie-Burke clarified that the adoption of the Treasurer’s monthly report fulfills a municipal requirement under provincial legislation. **MOTION CARRIED.**

14. PUBLIC INPUT / INQUIRIES

There were no members of the public present at the meeting to provide input or make inquiries.

15. NEW BUSINESS

(i) First and Second Readings of By-Law Amendment No. 50-03-2018

► **MOVED BY** Councillor Paul LeBlanc and **seconded by** Councillor Gisèle McCaie-Burke to read By-Law Amendment No. 50-03-2018, an amendment to the Procedural By-Law, for the first time, this reading by title only. **MOTION CARRIED.**

Councillor LeBlanc read By-law Amendment No. 50-03-2018 for the first time by title only.

► **MOVED BY** Councillor Paul LeBlanc and **seconded by** Gisèle McCaie-Burke to read By-Law Amendment No. 50-03-2018, an amendment to the Procedural By-Law, for the second time, this reading by title only. **MOTION CARRIED.**

Councillor LeBlanc read By-law Amendment No. 50-03-2018 for the second time by title only.

16. DATE, TIME AND LOCATION OF NEXT MEETING

The next regular session of Council is scheduled for Wednesday, 18 April 2018 at 7:30 pm in Council Chamber.

17. MOTION FOR ADJOURNMENT

MOVED BY Councillor Paul LeBlanc and **seconded by** Deputy Mayor Alex Scholten to adjourn the meeting. **MOTION CARRIED.**

The meeting adjourned at 8:06 pm.

Respectfully submitted,

Karen Taylor
Assistant Clerk

Cynthia Geldart
CAO/Clerk

Judy Wilson-Shee
Mayor