

**VILLAGE OF NEW MARYLAND  
COUNCIL  
20 June 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

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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. APPROVAL OF THE AGENDA**

**MOVED BY** Councillor Tim Scammell and **seconded by** Deputy Mayor Alex Scholten to approve the agenda as distributed. **MOTION CARRIED.**

**3. APPROVAL OF THE MINUTES**

**MOVED BY** Councillor Gisèle McCaie-Burke and **seconded by** Councillor Tim Scammell to approve the minutes of the 16 May 2018 regular session of Council as circulated. **MOTION CARRIED.**

**4. DISCLOSURE OF INTEREST**

No disclosures of interest were declared.

**5. PRESENTATIONS**

Eric Ferguson of York Sunbury Search and Rescue made a presentation to Council regarding Project LifeSaver. Project LifeSaver is designed to protect individuals suffering from Alzheimer's, autism, and other disorders which makes them prone to wandering. Such individuals can be equipped with small transmitters worn on the wrist or ankle which can be located quickly and easily using portable antennas. York Sunbury Search and Rescue is now equipped and fully trained to use Project LifeSaver (the only such agency in New Brunswick at this time) and are raising awareness in order that more vulnerable people can be protected. Eric asked that Council use their contacts and affiliations to help spread awareness about Project LifeSaver to those who may benefit from the use of this device. He noted that the cost per bracelet is \$300 and they would appreciate the assistance of any groups or organizations who would be willing to sponsor or donate toward the cost. He added that there is currently very little expense associated with replacing the batteries each month, but they hope to be able to eliminate maintenance costs to the user in the near future. Mayor Wilson-Shee thanked Eric for his presentation, and on behalf of Council asked that Eric pass on to YSSR Council's gratitude for the great work they are doing in the community.

**6. PROCLAMATIONS**

Mayor Wilson-Shee proclaimed the month of June as Parks and Recreation 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:

- a newsletter from the Union of Municipalities of New Brunswick;
- correspondence from Fredericton High School and Leo Hayes High School Safe Grad Committees requesting support of the Safe Grad program;
- confirmation from the Dept. of Environment and Local Government of the Village's allocation of funds under the Federal Gas Tax program to be invested in municipal infrastructure or capacity building projects;
- a letter from Opal Family Services requesting support of their programs offered to families with special needs;
- approval of funding through the Environmental Trust Fund, of the Village of New Maryland's Climate Change Adaption Strategy project;
- a thank-you letter from Junior Achievement New Brunswick for the Village's contribution to their 19<sup>th</sup> Annual Junior Achievement Golf for Youth Tournament;
- a copy of the Stakeholder Engagement Summary Report on New Brunswick's Fire Service from the Union of Municipalities of New Brunswick;
- notification that the Union of Municipalities of New Brunswick will host their annual conference September 28 – 30, 2018 at the Crown Plaza in Fredericton; and
- information regarding the Enabling Accessibility Fund.

**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:

May 17<sup>th</sup> – pot luck hosted by PNM Zoomers' exercise class;

May 18<sup>th</sup> – NB Trails meeting;

May 22<sup>nd</sup> – meeting with Don Fitzgerald, ED, RSC 11;

May 24<sup>th</sup> – meeting with Jenica Atwin, candidate for the Green Party;

May 24<sup>th</sup> – New Maryland Heritage Association meeting which was also attended by Deputy Mayor Alex Scholten, Councillor Gisèle McCaie-Burke and Councillor Tim Scammell (*the next meeting will be held June 28<sup>th</sup> at 6:30 pm in Council Chamber*);

May 25<sup>th</sup> - 26<sup>th</sup> – Annual Muriel McQueen Fergusson Foundation award ceremony and reception;

May 28<sup>th</sup> – Senior Advisory committee meeting which was attended by all members of Council and Assistant Clerk Karen Taylor;

May 29<sup>th</sup> – Premier's Breakfast on Disability Awareness held at the Delta Hotel;

May 29<sup>th</sup> – CBDC Southwest's Annual General Meeting, which was also attended by Councillor Gisèle McCaie-Burke;

May 30<sup>th</sup> – Volunteer Recognition Tea hosted by the NMES staff;

May 31<sup>st</sup> – meeting with Mac MacFarlane and Eric Ferguson, representing York Sunbury Search and Rescue, at which they demonstrated Projector LifeSaver; Deputy Mayor Alex Scholten was also in attendance;

May 31<sup>st</sup> – Community Living's 'Changing Lives Changing Communities' luncheon;

June 1<sup>st</sup> – Salmon release by two Grade 5 classes from NMES;

June 2<sup>nd</sup> – Breakfast fundraiser hosted by the New Maryland Lions Club from which the proceeds will send two children to diabetic camp this summer; Councillor Paul LeBlanc also attended;

June 4<sup>th</sup> – NMCSG meeting, along with Councillor Tim Scammell;

June 5<sup>th</sup> – New Maryland Lions Club meeting;  
June 6<sup>th</sup> – Tim Horton’s at Gateway Drive in Oromocto for the ‘Camp Day’ fundraiser;  
June 6<sup>th</sup> – RCSCC 130 Fredericton Sea Cadets Annual Ceremonial Review;  
June 9<sup>th</sup> – New Maryland Day festivities along with Deputy Mayor Alex Scholten, Councillor Paul LeBlanc, Councillor Gisèle McCaie-Burke, Councillor Tim Scammell and staff;  
June 12<sup>th</sup> – FRSW landfill tour with RSC 11 board members and staff;  
June 12<sup>th</sup> – NMCSG meeting along with Councillor Tim Scammell;  
June 13<sup>th</sup> – NB EMO Brunswick Alpha Exercise held in Council Chamber, which was also attended by Deputy Mayor Alex Scholten, Councillor Gisèle McCaie-Burke and Councillor Paul LeBlanc;  
June 13<sup>th</sup> – NBCC reception;  
June 19<sup>th</sup> – Stakeholder Engagement Summary Report on New Brunswick’s Fire Service, which was also attended by Fire Chief Harry Farrell and Chief Administrative Officer Cynthia Geldart;  
June 19<sup>th</sup> – New Maryland Lions Club pot luck;  
June 19<sup>th</sup> – Asset Management meeting along with all members of Council and senior staff; and  
June 20<sup>th</sup> – Grade 5 graduation and family picnic held at NMES, which was also attended by Councillor Mike Pope; Mayor Wilson-Shee offered congratulations to Councillor Pope’s daughter upon her graduation.

Mayor Wilson-Shee announced that there will be a Canada Day celebration on July 1<sup>st</sup> at the New Maryland Centre from 2:00 – 4:00 pm. There will be a live band, a bouncy castle, face painting and a barbecue. The cake cutting will take place at approximately 3:15 pm. She added that all activities are free and she hopes there will be a good turnout.

**9. COMMENTS BY MEMBERS OF COUNCIL**

Members of Council presented updates on the meetings and social events they attended since the last Council meeting:

Councillor Gisèle McCaie-Burke:

May 26<sup>th</sup> – St. Andrews’ Age-Friendly Committee Open House at which the results of their public forum and survey were presented. Councillor Gisèle McCaie-Burke noted that she was invited as the former Chair of New Maryland’s Age-Friendly Community Ad hoc Committee and previously made a presentation to their committee.

May 31<sup>st</sup> to June 3<sup>rd</sup> – the Federation of Canadian Municipalities Conference and Trade Show in Halifax along with Deputy Mayor Alex Scholten.

Deputy Mayor Alex Scholten:

May 31<sup>st</sup> to June 3<sup>rd</sup> – the Federation of Canadian Municipalities annual conference in Halifax.

June 5<sup>th</sup> – the Bliss Carmen Middle School banquet, celebrating the accomplishments of many student athletes. Deputy Mayor Scholten congratulated Evan McLaughlin of New Maryland who received the ‘Female Athlete of the Year’ award.

June 16<sup>th</sup> – the Liberty Lane’s Long Long Walk fundraiser and auction at Grimross Pub in Fredericton. Proceeds from the walk and auction raised in excess of \$132,000 to support the efforts of Liberty Lane in providing housing for women and their children who are leaving abusive partners.

**10. PLANNING ADVISORY COMMITTEE**

Councillor Tim Scammell provided an update from the June 4, 2018 Planning Advisory Committee

meeting.

- Staff are currently drafting amendments to the PAC Policy on Procedure and Protocol to re-align the document revised *Community Planning Act* which was recently adopted. The newly amended legislation now requires that the committee itself shall elect from within its membership the Chairperson and Vice-Chairperson candidates. Previously under the *Act* the candidate selections were at the discretion of Council. Once staff have completed their review, proposed amendments will be drafted and presented to PAC and Council for further discussion.
- The Committee was advised of Council's intent to appoint Mr. Sebastien Roy to the position of Committee Member at the June 2018 Council Session. The Committee took the opportunity to thank outgoing member Stephen Conn for his dedicated service to the Committee for the past 21 years. Staff also extended an invitation for Stephen to attend a future session of Council to allow for a formal expression of Council's appreciation for his long standing and valued service to the Committee.
- The committee reviewed the May building permit summary report. The May 2018 year-to-date totals stand at 40 permits having been issued, \$485,563 in estimated value of construction and \$4,259 in permit fee revenue. Although the number of permits represents a slight increase compared to the 2017 values, the construction value and permit fee revenues to date are approximately 30% lower in comparison.

**MOVED BY** Councillor Tim Scammell **seconded by** Councillor Mike Pope the adoption of this report.

*Discussion:*

Mayor Wilson-Shee stated that she was able to attend the end of the PAC meeting on June 4<sup>th</sup> and on behalf of Council thanked Stephen Conn for his years of service. **MOTION CARRIED.**

► **MOVED BY** Councillor Paul LeBlanc **seconded by** Councillor Gisèle McCaie-Burke 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 5 of the *New Brunswick Community Planning Act*. **MOTION CARRIED.**

► **MOVED BY** Councillor Tim Scammell **seconded by** Deputy Mayor Alex Scholten the following resolution of Council:

***Be It Resolved That*** the Council for the Village of New Maryland appoints Sebastien Roy as member of the Planning Advisory Committee for a period of three (3) years, as per Section 5 of the *New Brunswick Community Planning Act*. **MOTION CARRIED.**

## 11. EMERGENCY RESPONSE PLAN COMMITTEE

Councillor Mike Pope provided an update from the Emergency Response Plan Committee.

- The Emergency Response Plan Committee met on May 29, 2018 at 10 am and held a refresher session in the use of the Sentinel System program. To assist with the practice session, the committee members used the same scenario from the table top exercise that was performed at the committee meeting on April 24<sup>th</sup>, which involved the evacuation of New Maryland Elementary School and the opening of a reception centre.
- The May 29<sup>th</sup> practice session was a beneficial lead up to the anticipated Brunswick Alpha Exercise which was held on June 13<sup>th</sup> and involved participation from all municipalities and LSDs within the province, NB EMO (provincially and regionally), the Canadian Armed Forces through Joint Task Force Atlantic, Environment and Climate Change Canada, Regional Emergency Management Coordinators,

Government of New Brunswick partners and other organizations. The one-day exercise allowed for communities to practice and evaluate their emergency preparedness plans and procedures while identifying gaps and vulnerabilities in resources, improving organizational coordination and communications, and improving individual and team performances. The exercise scenario focused on a progressive severe weather event (a hurricane) unfolding across New Brunswick which had serious impacts and caused damage province-wide.

- New Maryland's involvement in the exercise began with the opening of the Emergency Operations Centre in Council Chamber at 9:30 am and the activation of the EOC fanout through the use of the One Call Now program. Upon the arrival of the EOC personnel, participants followed the progress of the exercise through email, the Virtual News Network, social media updates, and tracked and logged significant events taking place in the Village with the Sentinel System program. During the exercise, additional local disasters, called 'injects', were introduced that tested the ability of EOC personnel to gather resources and notionally test the actions that their agency and/or organizations would take in response to the given situation. The three injects that our EOC personnel faced involved the New Maryland Elementary School roof being blown off and the evacuation of residents in the nearby area, misinformation being circulated through social media, and a temporary power outage and disruption of all forms of communications (phones, mobiles, email, and internet). Following the conclusion of the exercise at 4:00 pm, the participants held a debriefing session to evaluate their performance and discuss points to sustain and points to improve.

- Players involved in our Emergency Operations Centre were RCMP, New Maryland Fire Dept., PNM Zoomers, Search and Rescue, New Maryland Alert Program, Anglophone School District West, Amateur Radio, and Red Cross was involved via email. Village staff performed their roles as Council Liaison, Public Works, Public Information Officer, and Duty Officer. The EOC Director, Jim McAnany, led the group in the exercise and kept everyone on track. Members of Council and staff were also on-hand to observe the exercise as it played out.

- We would like to thank our ERP Committee members who took the time to participate in Brunswick Alpha and all those involved in the development, planning and execution of this important and timely exercise.

**MOVED BY** Councillor Mike Pope **seconded by** Councillor Tim Scammell the adoption of this report.

*Discussion:*

Deputy Mayor Alex Scholten commented that while he attended the exercise he learned a lot about the behind-the-scene workings involved in these types of situations. He said he was very impressed with the work that was done and commended everyone who participated in the exercise. Mayor Wilson-Shee agreed with the Deputy Mayor's comments and thanked staff and volunteers who participated in the exercise. She reminded residents that in disaster situations they should have their 72-hour emergency kits prepared and nearby. She emphasized that the Village will do what it can to prepare for emergencies, but residents must also do their part. Councillor Mike Pope encouraged residents to register with Sentinel so that they can receive emergency alerts when disasters occur. Councillor Paul LeBlanc added that the exercise was an eye-opening experience and he expressed his confidence that the Village has emergency preparedness well managed. Councillor Gisèle McCaie-Burke remarked that the exercise was very realistic and she commended the participants on a job well done. Councillor Tim Scammell commented that the emails being sent out to Council during the exercise about postings on social media were very convincing. **MOTION CARRIED.**

**12. PROJECT REPORTS AND UPDATES**

(i) **Recreation Department:**

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

Day Camp and Little Fingers

Day Camp registrations continue to come in and have now exceeded this year's expectations for Day Camp & Little Fingers. There are currently three spaces remaining in Week 2, and 18 spaces in Week 7. All other weeks are full. The weeks for the Little Fingers program are almost at capacity as well. Day Camp staff are excited for a busy summer season. Two new counsellors participated in Super Hero training through Recreation NB and have selected their camp names as well; Nikki is "Maui" and Brynn is "Flip". Some counsellors have been working with the Day Camp Supervisor to assist with crafts, shopping and organizing supplies. Staff training will be held on June 24<sup>th</sup> and t-shirts will arrive the week before camp. The Day Camp Supervisor has finalized the schedules for each week and the campers are in for another fantastic, active and creative summer. The countdown to the start of day camp is less than two weeks away and day camp staff are very excited to finally get started.

CIT Program

After the 'meet & greet' with the CIT (Counsellor-in-Training) applicants on May 31<sup>st</sup>, six students were selected to participate in the CIT program this year. There is only one returning CIT from last year and there are five new CITs. Each of them has been assigned two weeks of camp based on their interests and availability. A CIT has also been assigned to assist with the Little Fingers program.

New Maryland Day

New Maryland Day was held on June 9<sup>th</sup> and other than a bit of rain during the cake cutting, the weather cooperated beautifully. Staff noted a lower turnout this year however, all the events were busy and the number of participants at each event was quite comparable to last year. More free events were offered this year such as Scotty & The Stars and the VONM photo booth. Most events this year were 1-2 tickets compared to 4-6 tickets last year. This has had an impact on revenue. The new events this year were Scotty & the Stars, the bowling game in the gym, two new bouncy castles and balloon animal artists from GoGo, the photo booth, and Tanya's hair colour streaks. In addition to staff and summer students, six members of the PNM Zoomers volunteered their assistance as well as several leaders and members of the 1<sup>st</sup> New Maryland Guides & Pathfinders. Each of these groups received a donation as thanks for their assistance. Although the weather was much more favorable this year, New Maryland Day did fall on the same weekend as Freddy RibFest, which may have had an impact on attendance.

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

The 100<sup>th</sup> anniversary social at Victoria Hall will be held on June 24<sup>th</sup>. Members of the Women's Institute have been personally contacted and invited and the event has been promoted on our web site, Facebook & Twitter. Members of the Heritage Committee, the PNM Zoomers, and the Monday night 45s card club have all been invited as well as our local MP and MLA. Staff have been going through photos and historical documents, etc. and will be assisting with the creation of three display boards for the event.

NMES

Open Gym concluded on June 2<sup>nd</sup> and Adult Volleyball finished on June 10<sup>th</sup> for the season. New Maryland Karate will conclude on June 21<sup>st</sup> and then the school will be closed to users other than



Day Camp for six weeks.

Parks & Playgrounds

This is the busiest time of year for Recreation maintenance staff and students. Staff recently put together a list of major projects undertaken by our maintenance crew over the past month. Work has begun on the Bantam ballfield in Athletic Park and it is anticipated to be open next week. Daily updates (Monday to Thursday) on the Recreation hotline also began this past week. Daily updates are also posted to Facebook and Twitter, and the schedules have been added to the Recreation events calendar.

Beautification

As of this date, all the initial planting has been done including all parks, playgrounds, highway flower pots, Village facilities, and the flower circle at the highway entrance. Once again, staff are very pleased with the work that has been done. The new flower bed at Victoria Hall and the highway circle both look great.

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

*Discussion:*

Deputy Mayor Alex Scholten remarked that the hanging baskets on the solar light poles are beautiful and make the drive along New Maryland Highway much more scenic. Mayor Wilson-Shee commented that the ground work for the benches was very well done and she has received positive comments from residents. **MOTION CARRIED.**

**(ii) Public Works Department:**

Councillor Tim Scammell presented the following update from the Public Works Department.

Public Works Reports

Village staff investigated eight Public Works Reports for the month of May. The reports were inquiries to culvert repair, tree maintenance, street sweeping as well as a few miscellaneous reports.

Spring Clean-Up

The activities for the Spring Clean-Up have been completed which included tree mulching, leaf pick-up and street sweeping.

Traffic lane marking is expected to be completed during the month of June.

Daniel Drive Services Upgrades

The Daniel Drive project is nearing completion and is expected to be finished on time. Paving and landscaping will be completed the week of June 18<sup>th</sup>. Council and Village staff would like to thank residents for their patience during this construction project.

Summer Students

The Public Works Department has hired two summer students to help with the maintenance throughout the Village. Two more students will join the crew at the end of June.

**MOVED BY** Councillor Tim Scammell and **seconded by** Deputy Mayor Alex Scholten the

adoption of this report. **MOTION CARRIED.**

**(iii) Finance Department:**

Deputy Mayor Alex Scholten presented the following report from the Finance Department.

Asset Management

The Treasurer and other senior members of staff have worked on the Asset Management Plan and Policy with OPUS. The plan is now in draft form and is anticipated to be adopted by Council soon.

Training

The Treasurer attended a presentation on “Customer Expectations”, along with numerous other staff, on May 14, 2018.

The week of June 4-7, 2018 the Treasurer attended week-long training sessions hosted by the Canadian Pension and Benefits Institute National Forum in Quebec City.

Salary Review

The Treasurer, along with the Chief Administrative Officer, worked with Gerald Walsh Associates Inc. concerning the salary review being performed for the Village of New Maryland.

Reception Renovations

The Treasurer and Administrative Clerk met a representative from Stor-Tec concerning plans for renovating the reception area of the Village Office.

EMO Exercise

The Treasurer, along with the Chief Administrative Officer, Building Inspector/Development Officer, Assistant Clerk, Fire Chief and public members of our Emergency Response Planning Committee, participated in a province-wide emergency preparedness exercise on June 13, 2018.

Climate Change Adaptation Strategy Project

On June 14, 2018 the Treasurer, along with the Chief Administrative Officer, Building Inspector/Development Officer and Public Works Supervisor, attended a kick-off meeting with representatives from Stantec who will assist with the development and delivery of New Maryland’s Climate Change Adaptation Strategy Project.

Disaster Relief

The Treasurer recently received a cheque in the amount of \$424,083.63 from the Province of New Brunswick as part of the Disaster Relief application. This has been a long process with significant paperwork on staff’s end, but fortunately one with a positive outcome.

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

*Discussion:*

Deputy Mayor Alex Scholten thanked the Treasurer for the good work done on the disaster relief application. **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 Asset Management Plan and Asset Management Policy as attached.

*Discussion:*

Deputy Mayor Alex Scholten stated that on July 19, 2017 Council passed a resolution to undertake the development of an Asset Management Policy and an Asset Management Plan. Funding for this undertaking was secured through the Federation of Canadian Municipalities. Opus International Consultants (Canada) Limited were contracted to develop the plan along with Council and senior staff. Over the past 10 months numerous meetings were held resulting in the creation of an Asset Management Policy and Asset Management Plan. The Asset Management Plan is the first of its kind for the Village of New Maryland. It is a guiding document that will be used to aid Council and the Village in making better informed decisions on infrastructure investments to ensure appropriate delivery of services that align with the Village's Vision Statement. The Asset Management Plan provides a single source of information on the infrastructure assets owned by the Village, the services they provide, the work that will need to be done to them now and 50 years into the future, the cost of the work, and the proposed sources of funding. It addresses the impacts of the Village's Strategic Plan on infrastructure assets, and prioritizes investment needs. The plan can be considered a business case to the community and the Village's funding partners for a long-term financial strategy. This initial Asset Management Plan meets the minimum requirements described in the Department of Environment and Local Government's Guide to Asset Management Planning for Local Governments. It includes the assets supporting transportation and stormwater, potable water and sanitary, parks and recreation, protection services, and general government. The plan and policy have been finalized and this motion of Council will formalize the adoption of these documents. **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 transfer from the the General Capital Fund (Acct #0626 1020-875) to the General Capital Reserve Fund (Acct # 0626 1015-021) the following amounts:

- \$216,000.00 (*Two Hundred and Sixteen Thousand Dollars*) being the amount transferred at year end per Council's resolution dated December 20, 2017;
- \$40,000.00 (*Forty Thousand Dollars*) being the amount to replenish Transportation Capital for Highway 101 transferred by Council's resolution dated May 17, 2017; and
- \$424,083.63 (*Four Hundred and Twenty-Four Thousand and Eighty-Three Dollars and Sixty-Three Cents*) being the amount received from the Province of New Brunswick as part of the Disaster Relief program for the Cortland Culvert replacement costs incurred in 2014.

*Discussion:*

Deputy Mayor Alex Scholten clarified that all allocations to or from reserve funds require motions of Council as per the *Local Governance Act*. As discussed and agreed by Council at the May 23, 2018 Council-In-Committee meeting, there are three components to this transfer. The first, being the amount generated by a motion of Council on December 20, 2017 to move year-end surplus from the general operating fund into the general capital fund, which has been done. It is recommended that these funds be transferred into the general capital reserve for future projects as determined by Council. The second transfer is to replenish funds transferred from the general capital reserve per the motion dated May 17, 2017. This was for the installation of cross-walk lights on Highway 101.

The third transfer is in reference to the funds received from the Province of New Brunswick as part of the Disaster Relief application. It is recommended that these funds be transferred into the general capital reserve for future storm-water projects under Transportation.

**MOTION CARRIED.**

**(iv) Administration Department:**

There was no report from the Administration Department.

► **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 2018 Salary Review Report attached hereto retroactive from January 1, 2018.

*Discussion:*

Councillor Gisèle McCaie-Burke explained that a salary review was initially scheduled and budgeted in 2017, but due to timing issues the review ended up being deferred to 2018. Gerald Walsh Associates Inc. was contracted to perform the review looking at the detailed position profiles and making comparison to other municipalities and relevant private sector positions, to ensure the salaries are fair and competitive for a municipality the size of New Maryland. At the June 13, 2018 Council-In-Committee meeting Mr. Walsh presented the findings of the review and answered questions posed by Council. At that meeting Council agreed to move forward with the adoption of the report at the next formal Council meeting. **MOTION CARRIED.**

**(v) Seniors Advisory Committee:**

Councillor Paul LeBlanc presented the following update from the Seniors Advisory Committee.

- The Seniors Advisory Committee met on May 28, 2018 with all committee members present. Peter Corbyn from New Brunswick Smart Grid Consortium also attended the meeting as a guest.
- The committee received an update from committee member Art Standing regarding the 'Alternative Housing for Seniors' Seminar that he, Jane Findlater and Councillor McCaie-Burke attended at Shannex (Parkland) on May 3<sup>rd</sup>. The presentation was made by Daniel Savard, who worked for many years with the Province of NB and is now recently retired, and was hosted by the Third Age Centre at St. Thomas University. Among the housing options presented was the concept of 'cohousing' which is a community approach to independent living where facilities and amenities are shared. The presentation explained that cohousing, which has been popular in Denmark since the 1960s, is an intentional community where residents with common interests can live together, manage themselves and enjoy the benefits of cooperation, while building social relationships for practical outcomes.
- Deputy Mayor Alex Scholten informed the committee that the Request for Expressions of Interest in the Forbes property closed May 10<sup>th</sup> and no proposals were submitted. The RFEI included the development of a portion of land that would provide housing options for seniors. The committee considered reasons that may have led to the lack of response to the request. It was noted that Council will be working with staff and the Village's engineering consultants to reassess the RFEI and determine how best to amend the proposal that will make it more attractive to developers as Council wants to be proactive and to try to generate more interest in the Forbes property. Further updates will be shared with the committee as they become available.
- The committee and Assistant Clerk reviewed the Village website and discussed issues with the site that the committee members felt do not make it user friendly. Staff will bring suggested

changes to the webmaster to determine what improvements can be made.

- The committee reviewed the WHO Domain ‘Transportation’, which is included in the Community Action Plan. Bussing, taxi service, uber, share-a-ride/dial-a-bus, and expanded sidewalks and walking trails were discussed as transportation options for Village seniors and the committee agreed that further investigation and discussion is required on this subject. At the Deputy Mayor’s recommendation, the committee agreed to invite Trevor Hansen, who works with UNB’s Civil Engineering Dept. and has worked on transportation options and pilot projects in several communities, to the next meeting as part of the committee’s ongoing exploration on the topic of transportation for seniors.
- Finally, the committee examined some grant funding opportunities that relate to seniors. It was noted that the ‘New Horizons for Seniors Program’ is an annual program that allows for available funding up to \$25,000 per year per organization for community-based projects. Committee member Gary Campbell, representing the Parish of New Maryland Zoomers on the committee, agreed to bring the funding application to the Zoomers to discuss at their next meeting.
- The next scheduled meeting will be held on June 25<sup>th</sup> at 7:00 pm.

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

**13. APPROVAL OF THE TREASURER’S REPORT**

**MOVED BY** Deputy Mayor Alex Scholten and **seconded by** Councillor Gisèle McCaie-Burke to approve the Treasurer’s Report for the month of May 2018 as follows:

- from the General Operating account by cheques and direct payments \$457,264.49 (*Four Hundred and Fifty-Seven Thousand Two Hundred and Sixty-Four Dollars and Forty-Nine Cents*);
- from the Water & Sewer Operating account \$25,797.52 (*Twenty-Five Thousand, Seven Hundred and Ninety-Seven Dollars and Fifty-Two Cents*);
- from the General Capital account \$26,766.25 (*Twenty-Six Thousand, Seven Hundred and Sixty-Six Dollars and Twenty-Five Cents*); and
- from the Water & Sewer Capital account \$1,466.50 (*One Thousand Four Hundred and Sixty-Six Dollars and Fifty Cents*).

*Discussion:*

Deputy Mayor Alex Scholten stated 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 in attendance.

**15. NEW BUSINESS**

- (i) *Third and Final Readings of By-Law No. 22*

**MOVED BY** Councillor Gisèle McCaie-Burke and **seconded by** Councillor Tim Scammell to read By-Law No. 22, a By-Law Respecting the Provision of Police Protection Service in the Village of New Maryland, for the third time, this reading in its entirety.

*Discussion:*

Councillor Gisèle McCaie-Burke explained that the New Brunswick *Local Governance Act* came into effect January 1, 2018 and one of the provisions in the new *Act* requires that municipalities enact a policing by-law as per section 10(3) which states “A municipality shall make by-laws respecting the provision of the service of police protection.” At the May 9, 2018 Council-in-Committee meeting, Council reviewed and approved the draft Police Services By-law which was prepared by staff. The provisions in this new by-law reflect the terms and conditions in the Provincial/Municipal Policing Agreement, which was signed by the Village in July 2013. The purpose of enacting the by-law is to provide transparency and clarity for the public, and its enactment does not change how the Village contracts services with the RCMP. The first and second readings of the By-law, by title only, were performed at the May 16, 2018 Council meeting. **MOTION CARRIED.**

*Councillor Gisèle McCaie-Burke read By-law No. 22, this reading in its entirety.*

**MOVED BY** Councillor Gisèle McCaie-Burke and **seconded by** Deputy Mayor Alex Scholten to read By-Law No. 22, a By-Law Respecting the Provision of Police Protection Service in the Village of New Maryland, for the final time, this reading by title only thereby enacting the By-law.  
**MOTION CARRIED.**

*Councillor Gisèle McCaie-Burke read By-law No. 22 for the final time by title only, thereby enacting the By-law.*

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

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

**17. MOTION FOR ADJOURNMENT**

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

The meeting adjourned at 8:35 pm.

Respectfully submitted,

Karen Taylor  
Assistant Clerk

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Cynthia Geldart  
CAO/Clerk

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Judy Wilson-Shee  
Mayor