

- information from WorkSafe NB regarding the significant increases to the 2019 Assessment rate; and
- an invitation from NB EMO to attend a planning session regarding the Emergency Preparedness Exercise entitled ‘Brunswick Bravo 2019’.

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

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

- ❖ October 18 – Emergency Response Committee Exercise – a planned evacuation exercise with the New Maryland Elementary School (NMES) as part of National School Safety Week (*Councillor McCaie-Burke also attended, and Councillor Pope provided further details in his report*);
- ❖ October 19 – luncheon at Brewbakers Restaurant with Karen McGrath, CEO, Horizon Health Network;
- ❖ October 19 – Fall Frolic at NMES with an outstanding fireworks display hosted by Mr. Wall;
- ❖ October 21 & 21 – NB Trails AGM held in Grand Falls;
- ❖ October 22 – Seniors Advisory Committee meeting (*Deputy Mayor Scholten and Councillors McCaie-Burke and Scammell also attended*);
- ❖ October 23 – Soup luncheon hosted by the PNM Zoomers (*Deputy Mayor Scholten, Councillors McCaie-Burke and Scammell, and members of senior staff also attended*);
- ❖ October 25 – RSC 11 Special Board Meeting to vote on the budget, followed by a presentation of a video entitled *13 Ways To Kill Your Community* to which CAOs were invited (*CAO Cynthia Geldart attended*);
- ❖ October 30 – an Open Host hosted by NM Lions Club to attract new members and a presentation to Lions Club Scholarship recipients Sydney Morrison, Madison Bird and Grace Kierstead (*Deputy Mayor Scholten also attended*);
- ❖ November 3 – FHS benefit breakfast hosted by the NM Lions Club and NM Fire Department in support of Fredericton High School’s Kat’s Kitchen food support program that feeds over 250 hungry students every day; this program is operated by volunteer students and teachers who rely on donations and fund-raising efforts (*Councillor McCaie-Burke also attended the breakfast*);
- ❖ November 5 – PNM Zoomers monthly meeting (*Deputy Mayor Scholten and Councillor McCaie-Burke also attended*);
- ❖ November 6 – RSC 11 Board Meeting;
- ❖ November 7 – Climate Change Adaptation Strategy Project’s Public Open House held at Victoria Hall; one session was held in the afternoon and one session in the evening (*the Mayor, Deputy Mayor, Councillor McCaie-Burke and senior staff attended the sessions*);
- ❖ November 8 – Remembrance Day Service hosted by NMES (*Deputy Mayor Scholten, Councillor McCaie-Burke and Fire Chief Farrell also attended*);
- ❖ November 11 – Remembrance Day Service hosted by the Village (*Councillors LeBlanc, McCaie-Burke, Pope and Scammell participated*);
- ❖ November 11 – Ringing of the Bells at Victoria Hall Park at 5:00 p.m. - with the assistance of resident Doug Johnson, participants rang bells 100 times to mark the 100th Anniversary of the end of World War I (*Councillors LeBlanc, McCaie-Burke, and Scammell attended*);
- ❖ November 13 – volunteered in Mr. Grave’s Grade 4 NMES classroom helping the students construct bird houses;
- ❖ November 15 – Parliamentary Breakfast held at the Crowne Plaza;
- ❖ November 15 – NM Heritage Association meeting (*Councillors McCaie-Burke and Scammell also attended*);

- ❖ November 18 – NM Heritage Association’s Strategic Planning Session facilitated by Mariet van Groenewoud (*Councillors McCaie-Burke and Scammell also attended*); and
- ❖ November 21 – PNM Zoomers’ potluck supper with guest speaker Mac MacFarlane from York-Sunbury Search & Rescue who discussed Project Lifesaver.

9. Comments by Members of Council

Councillor Pope reported on the following two events:

- the Fall Frolic held at the NMES – the fireworks display was spectacular, and the Home & School Association confirmed this event was one of the better years for fundraising; and
- he also remarked on the honor it was to participate in the November 11th service, in particular with remembrance of his grandfather who served in World War II.

Councillor McCaie-Burke commented on the following two age-friendly networking events:

- she and Deputy Mayor Scholten provided a presentation to various communities in the Albert County area (Riverview, Salisbury, etc.) regarding our experiences and the steps we went through to become a designated Age-Friendly Community; it was a half-day event and went very well; and
- participated in a session today with local municipalities to share success stories regarding the Age-Friendly Community initiatives; two members of the SAC also attended, and details will be provided at the next SAC meeting.

Deputy Mayor Scholten informed Council of events he has attended since the last Council meeting:

- October 17 - meeting with officials at the Regional Development Corporation to discuss our wellfield application;
- October 19 - volunteered at the annual New Maryland Elementary School Fall Frolic - a great event for the students, with both current and former students in attendance;
- October 23 - volunteered at the PNM Zoomers soup luncheon with Mayor Wilson-Shee and Councillor McCaie-Burke;
- October 23 - participated in a group discussion on the hiring of a new President and CEO for the NBCC to replace the outgoing President and CEO Marilyn Luscombe who is set to retire in June 2019 (*Mayor Powell from Oromocto and leaders from Fredericton and surrounding areas also participated*); the session was very interesting and all participants looked at the great value the NBCC system offers to the province and our communities preparing students for the labour market of the future; choosing a new leader to replace Mrs. Luscombe will be a difficult task as she was a tremendous asset for the NBCC;
- October 24 - meeting with Adam Peabody of Ignite Fredericton / Planet Hatch to discuss their strategic program review; Deputy Mayor Scholten explained that he has worked with Ignite Fredericton on a number of their programs and was very encouraged to hear about their vision for the future and enjoyed the opportunity to share his comments with them on the process;
- October 25 – meeting with legal counsel Paul Elliott, CAO Cynthia Geldart and Village Engineering Consultant John McKinney to discuss the ongoing expropriation action we have undertaken to support our search for a new well;
- October 26 - meeting with Howard Myatt, a lawyer in Fredericton, to discuss the legal process for the Village Historical Society to gain title to the Haining Cemetery property;

- October 29 - meeting with the Seniors Advisory Committee's Transportation sub-committee to discuss potential public transportation options for the Village (*Councillor McCaie-Burke and SAC members Gary Campbell and Jeff Tapley also participated*);
- October 30 - meeting with Levi Lawrence of The Hive / Ignite Fredericton to film an interview that will be used as a vehicle to promote the actions the City of Fredericton and surrounding areas to attract and retain newcomers to the area;
- October 30 - attended the Lions Club open house at the NM Centre; the purpose of the meeting was twofold: first to introduce this year's New Maryland Lions Club scholarship recipients Sydney Morrison, Madison Bird and Grace Kierstead – three very impressive young women; and second to seek to attract new members to the NM Lions Club; the Club does a lot of really important community work and Deputy Mayor Scholten highly encouraged anyone that might be interested to contact us.
- October 31 - meeting with Janet Moser and members of the Business Immigrant Mentorship program to discuss the benefits of having a mentorship program and the new Succession Connect Program to help newcomers settle and build businesses in the area; the session was filmed by Global News and was aired in their news broadcast on the evening of October 31;
- November 5 - attended the PNM Zoomers monthly meeting (*Mayor Wilson-Shee and Councillor McCaie-Burke also attended*);
- November 6 - attended New Maryland Lions Club monthly meeting at the NM Centre.
- November 7 - participated in the Fredericton Chamber of Commerce's Succession Connect Advisory Board meeting; Deputy Mayor Scholten remarked that he had the privilege of working with this board on this interesting initiative that seeks to assist in matching potential newcomers with retiring small business owners in the area who are looking to sell their business, resulting in a win-win situation;
- November 9 - attended the Pre-Business Immigrant Mentorship Program graduation exercise at the Hive in Fredericton (*MP Matt DeCoursey, Fredericton Mayor Mike O'Brien and several Fredericton Councillors also attended*); Deputy Mayor Scholten remarked that it was awesome to see the graduates from several different countries who are progressing in their efforts to one day start a new business in our region;
- November 13 - conference call with the Union of Municipalities of New Brunswick Governance and Fiscal Advisory Committee to discuss the recent announcement by WorkSafe NB that employer rates would be increasing by 72% for 2019; the rate increase will have a tremendous impact on municipalities across the province as well as business owners; the timing of the announcement is also a big issue as we look to complete our 2019 municipal budgets;
- November 15 - provided a presentation on New Maryland's AFC experience to municipal officials from Riverview, Sackville, Tantramar and Petitcodiac (*Councillor McCaie-Burke co-presented*); Deputy Mayor Scholten commented that it is always interesting to participate in these sessions and even though he and Councillor McCaie-Burke presented, they also learn a great deal about programs and/or support services other communities are providing to their seniors which is very helpful; and
- November 15 - meeting with New Maryland Lion's Club members to discuss the upcoming Food and Toy Drive and Turkey Drive.

Mayor Wilson-Shee inquired about the meeting regarding the title search for the NM Heritage Association to gain title to the Haining Cemetery property. Deputy Mayor Scholten indicated that he had provided a memo to Gary Campbell and that it may be a challenging and expensive process for the title search. Mayor Wilson-Shee provided background information regarding the topic. Deputy Mayor Scholten

confirmed that the *Cemetery Incorporations Act* provides authority to incorporate an entity to hold a cemetery at no cost. He also commented on the extensive research completed by Gary Campbell to date.

10. Planning Advisory Committee (PAC):

In the absence of Councillor Tim Scammell, the highlights of the PAC meeting of 5 November 2018 were provided by Councillor Paul LeBlanc.

The meeting agenda was light with two topics reviewed. The first item was a review of the October 2018 building permit summary report which included one new home start and construction of a commercial 20-unit self-storage building. Eleven permits were issued in October with an estimated construction value of \$540,200 and permit revenue of \$4,014 for the month. The report included 102 permits issued to date in 2018 with a cumulative construction value of approximately \$3.1 million and permit fee revenue of \$24,110. These values are slightly higher than the year-to-date totals for the same period in 2017.

The next item of business was a review of the *PAC Policy on Procedure and Protocol – Schedule A – 2019 Meeting Schedule*. The committee approved both the meeting schedule and application deadline dates.

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

Councillor LeBlanc provided background information to introduce two motions of Council. He explained that Tandax Inc. has requested that Council *Assume the Works* in relation to the Pine Ridge Subdivision Phase 3B lot service installations and the Phase 3A and 3B surface works, and for Council to authorize full release of the warranty security provided previously by the Developer. In doing so, the Village will thereby release the Developer from any further obligations relating to the Developer's Agreement.

The following reflects the timeline of the Village's previous *Acceptance and Assumption* of portions of the Works to date: 19 September 2012 – Council's *Acceptance* of Phase 3A & 3B Lot Services; 15 January 2014 – Council's Assumption of Phase 3A Lot Services; and 15 January 2014 – Council's *Acceptance* of Phase 3A Surface Works.

Installation of the Phase 3B surface works was substantially completed by October 2015, however no written request to *Accept the Works* from the Developer had been received. In the 3 years since, all portions of the Works have performed as expected and the Village Engineer has reported that the works are in a state worthy of final *Assumption* per the Developer's request. To ensure procedural completeness, staff recommends that the administrative formality of the following motions be conducted to Accept the Pine Ridge Subdivision Phase 3B Surface Works, *Assume* the Phase 3B Lot Services, and *Assume* the Phase 3A and 3B Surface Works.

MOVED BY Councillor Paul LeBlanc and **seconded by** Councillor Gisèle McCaie-Burke the following Resolution of Council: ***Be It Resolved That*** in accordance with Section 75 of the *Community Planning Act*, S.N.B. 2017, Chapter 19, and amendments thereto, and in accordance with the terms of the Development Agreement entered into between the Council for the Village of New Maryland and Tandax Inc. on September 14, 2012 for the development of Pine Ridge Subdivision – Phases 3A and 3B, which development, by agreement includes the construction of lot services, roadway base construction, concrete curb and gutters, concrete sidewalks, base and surface asphalt, and the construction of boulevards,

drainage swales and ditches (“works”), enumerated in the said Developer’s Agreement, the Village Council, on the recommendation of the Village Engineer, agrees to Accept the Phase 3B Surface Works completed on Doherty Street and consider the 1-year warranty period for said works to have been fully satisfied. **MOTION CARRIED.**

MOVED BY Councillor Paul LeBlanc and **seconded by** Deputy Mayor Alex Scholten the following Resolution of Council: ***Be It Resolved That*** in accordance with Section 75 of the *Community Planning Act*, S.N.B. 2017, Chapter 19, and amendments thereto, and in accordance with the terms of the Development Agreement entered into between the Council for the Village of New Maryland and Tandax Inc. on September 14, 2012 for the development of Pine Ridge Subdivision – Phases 3A and 3B, which development, by agreement includes the construction of lot services, roadway base construction, concrete curb and gutters, concrete sidewalks, base and surface asphalt, and the construction of boulevards, drainage swales and ditches (“works”), enumerated in the said Developer’s Agreement, the Village Council, on the recommendation of the Village Engineer, agrees to Assume the Phase 3B Lot Services and Roadway Base Construction, Assume the Phase 3A and Phase 3B Surface Works, and to authorize the Village Treasurer to release in full the final remaining portion of the financial security held by the Village in relation to the above. **MOTION CARRIED.**

Councillor LeBlanc introduced two additional motions with the explanation that an applicant has submitted a request to rezone the property located at 6 Baker Brook Court from a Residential Zone (R2) to a Residential Zone (R3) and that the Developer has applied for a number of variances to support a proposed 4-unit row dwelling. The applicant is KBM Village Properties Ltd. (Scott and Pam MacIntosh) and the site is the corner lot at the intersection of Baker Brook Court and Route 101. This is a fully serviced residential neighborhood of single detached and duplex dwellings. The existing land use since 1970 is a vacant building lot and it has been municipally serviced since 2010. The applicant has submitted a request to rezone the subject property from a Residential R2 Zone to an R3 Zone. Staff have also received the Developer’s application for approval of variances in support of the proposed 4-unit row dwelling. The date of 19 December 2018 at 6:30 pm is offered for Council’s consideration to host the necessary Public Hearing, as prescribed under the NB *Community Planning Act*. Subject to Council’s direction, a formal review of the applicant’s submitted documents will be undertaken by the PAC at the regularly scheduled meeting on 10 December 2018. The PAC recommendations will be forwarded to Council for consideration prior to the Public Hearing.

MOVED BY Councillor Paul LeBlanc and **seconded by** Deputy Mayor Alex Scholten the following Resolution of Council: ***Be It Resolved That*** the Council of the Village of New Maryland moves to schedule a Public Hearing, in accordance with the *Community Planning Act*, S.N.B. (2017) Chapter 19 and amendments thereto, to be held on **Wednesday, December 19, 2018, commencing at 6:30 p.m. at the Village Offices located at 584 New Maryland Highway**, to give consideration to a request for an amendment to Zoning By-Law 04-2016 to rezone the property at 6 Baker Brook Court, also identified as PID 75065078, from Residential Zone (R-2) to Residential Zone (R-3) to permit construction of a 4-unit row dwelling. **MOTION CARRIED.**

MOVED BY Councillor Paul LeBlanc and **seconded by** Councillor Gisèle McCaie-Burke the following Resolution of Council: ***Be It Resolved That*** the Council of the Village of New Maryland hereby requests that staff forward to the Planning Advisory Committee the applications for Zoning By-law variance approvals, and for an amendment to Zoning By-Law 04-2016 to rezone the property at 6 Baker Brook Court, also identified as PID 75065078, from Residential Zone(R-2) to Residential Zone (R-3) to permit

construction of a 4-unit row dwelling, and that the Planning Advisory Committee provide such recommendations back to Council prior to December 19, 2018. **MOTION CARRIED.**

11. Emergency Response Plan (ERP) Committee

Councillor Mike Pope provided an update on behalf of the Emergency Response Plan Committee.

He reported that the ERP Committee met on Thursday, 18 October 2018, with 11 members present, to participate in a planned evacuation exercise with the New Maryland Elementary School (NMES) as part of National School Safety Week.

The practice scenario involved students and teachers being evacuated from the school premises and then bussed to a reception center at Faith Baptist Church. Members of the Parish of New Maryland (PNM) Zoomers were deployed to the Church to await the arrival of the students and teachers and to assist with registration. Fredericton Amateur Radio Club provided communications at various locations throughout the area including the Village office, NMES, Faith Baptist Church, Dr. Everett Chalmers Hospital, and the Provincial Emergency Operations Centre, and disseminated timely updates to the Village Emergency Operations Centre (EOC) regarding the progress of the evacuation. Residents were updated regarding the commencement and conclusion of the exercise via social media. Immediately following the conclusion of the exercise, the committee held a 'hot wash' debriefing to discuss things that went well during the exercise and examine areas where changes may be required.

The committee met again on October 30th and held a more detailed "cold wash" evaluation of the exercise with all participants, including the Principal and Vice-Principal of NMES. The main purpose of the meeting was to review the coordination of the school's evacuation plan with the Village's plan and identify areas that require improvement. Some important issues were identified as a result of this meeting and the committee will be following up over the next few months to ensure that they are addressed.

Participants in the exercise included NMES students and teachers, Anglophone School District West, Fredericton Amateur Radio Club, York Sunbury Search and Rescue, PNM Zoomers, Faith Baptist Church, Ambulance NB, ERP Committee members, and Village staff. Mayor Judy Wilson-Shee and Councillor Gisèle McCaie-Burke also attended as observers.

This was a great practice session for all agencies and organizations involved, and we appreciate their participation and willingness to assist the committee with its continued goal of emergency preparedness through the regular practice of its plans and procedures.

Councillor Pope concluded his summary of the meeting by reporting that the next ERP Committee meeting will be held in February 2019.

MOVED BY Councillor Mike Pope and **seconded by** Councillor Gisèle McCaie-Burke the adoption of the ERP Committee report as presented. **MOTION CARRIED.**

12. Project Reports / Updates

12(i) Recreation Department Updates

Councillor Gisèle McCaie-Burke provided a summary of the Recreation & Leisure Services Department activities based on a report provided by the Recreation Coordinator, Michelle Sawler.

Pumpkin Carving: The Pumpkin Carving was held on Saturday, 27 October 2018 and was a huge success. Approximately 240 attended the event, which is a 15% increase over last year's attendance. One in three participants mentioned that they had never attended the event before. There were also a few grand-parents and several multi-cultural families at the event.

Remembrance Day: The Remembrance Day Service held on Sunday, November 11 was a very moving and respectful event. The extreme cold and wind did not stop people from attending, and we had approximately 250 in attendance at the service and 125-150 at the NM Centre lunch reception. This year we commemorated Armistice 100 during the ceremony, and we also had a newly designed Remembrance Day banner installed along the highway as well as a poppy flag on the extra flag pole at Victoria Hall. It was great to have almost all of Council in attendance as well as four of our area pastors/clergy participating. Many thanks to all the service groups and individuals that helped make the event a success, as well as staff, with particular recognition of the Recreation Coordinator for all of her work in organizing such a successful event.

Wreath Making Seminar: We are extremely disappointed to announce that the Wreath Making seminar scheduled for this Saturday, November 24th has been cancelled. Our contractor is unable to provide the balsam tips due to a provincial supply shortage. We sincerely apologize for any inconvenience.

Lions Club Food & Toy Drive: It's almost time for the annual New Maryland Lions & Fire Dept. Toy & Food Drive. This is the signature event for the New Maryland Lions Club and residents love the nightly parade through the subdivisions. The important dates are as follows:

- Saturday, November 24th - Turkey Drive;
- Sunday, December 2nd - fundraiser breakfast at Wetmore Street Pub from 9:00 a.m. until noon with special guest Santa Claus; and
- Food & Toy Drive dates – Monday, December 3rd - Springwater Place & Castle Acres; Tuesday, December 4th - Applewood Acres & Forbes; and Wednesday, December 5th - Highland Acres, Pine Ridge Estates, Centennial Heights, Cedar Acres Court & Sunrise Estates.

Annual Christmas Tree Lighting: The Village's annual Christmas Tree Lighting is scheduled for Thursday, December 6th at Victoria Hall Park at 7:00 pm. Again, this year we are pleased to welcome the Grade 3-5 choir from NMES. We will continue the tradition of hosting Santa in the gazebo after the tree lighting, as well as refreshments served inside Victoria Hall.

Community Skate: Our Community Skate is booked for December 27th at the Grant Harvey Centre from 2:00 – 4:00 pm.

Annual New Year's Levee: Council is hosting a New Year's Levee on January 1st at Victoria Hall from 12:00 – 1:30. Light refreshments will be served and music will be provided by Dean Comeau and Reg Haines.

PNM Zoomers: The PNM Zoomers held their monthly meeting tonight with a Potluck Social. Following is an update on their activities:

- the next monthly meeting will be held on December 3rd at 10:00 am in the boardroom where they will host the Election of Officers for 2019;
- stretch and strengthening classes take place every Tuesday and Thursday morning from 10:00 – 11:00 am;
- line dancing is being offered on Mondays at 10:30 am at Victoria Hall. Cost is \$5 per person per class, and you must be a PNM Zoomer member to participate;
- the Potluck Social hosted this evening with guest speaker Mac MacFarlane from York Sunbury Search and Rescue at 6:00 pm providing information on their “Project Life Saver” project;
- book club meets every fourth Thursday at 11:00 am with the next meeting scheduled for November 22nd and the December meeting cancelled; and
- the PNM Zoomers are hosting their next soup luncheon on December 4th upstairs at the New Maryland Centre from 11:30 am – 1:00 pm with a Christmas theme. The luncheon is free and all are welcome to attend.

Parks & Playgrounds: The Faith Baptist Church youth groups have a “Love New Maryland” project planned for the Village. At our suggestion for a project they will be building three new picnic tables. The date was originally planned for Saturday, November 17th but was rescheduled due to the storm last Friday. The church youth will also be participating in *Tidal Impact* this summer and are looking for ideas for projects in New Maryland.

NMES: The school will be closed for Christmas break from December 22nd, 2018 until January 7th, 2019.

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

Discussion: Deputy Mayor Scholten reported that the Food & Toy Drive parade routes will be posted on the Village’s Website, the Lions Club Website and other social media sites. Mayor Wilson-Shee clarified that Baker Brook Court should also be mentioned for the first night and that she and Fire Chief Farrell will take one vehicle to Baker Brook Court to ensure the residents of that street are included as well. Mayor Wilson-Shee also reiterated the disappointment of cancelling the Wreath Making seminar and shared that one of our first Recreation Coordinators, Janet Crealock, had asked her to teach the first wreath making seminar at Victoria Hall and that the event has improved each year and become a family tradition for many residents. She explained that this was the worst year in over 30 years for tips. Mayor Wilson-Shee also reported that the PNM Zoomers’ potluck social this evening included an excellent meal and great presentation, and that she had won a door prize. Deputy Mayor Scholten responded to an inquiry and confirmed that the location of the Food & Toy Drive parade would be posted on Facebook in real-time so that residents are aware of the exact location as the evening progresses. **MOTION CARRIED.**

12(ii) Public Works Department Updates

Councillor LeBlanc provided updates from the Public Works Department as prepared by the Public Works Supervisor, Rockland Miller.

Public Works Reports: Village staff investigated 6 Public Works Reports for the month of October. The reports were inquiries to culvert repair, tree trimming, and street light maintenance.

Fall Leaf Collection: A waste bin was placed for the day at Victoria Hall Saturday, 20 October 2018 for residents to drop off their bags of leaves. Approximately 28 households brought their leaves to the bin. The Fall Leaf Pick-Up took place on Wednesday, November 7th and Thursday, November 8th. A leaf collection will be scheduled in the spring of 2019.

General Public Works: Public Works staff have finished preparing fire hydrants for the winter months. Inspections of streets and sidewalks with any required maintenance have been completed. Snow removal equipment has been inspected and prepared for winter service. Inspection of the storm and sanitary sewers systems are nearing completion with some minor cleaning scheduled for the end of the month.

Adopt a Hydrant: In the past, residents have been very cooperative in helping staff clear hydrants during and after the snowstorms. 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. Assistance is greatly appreciated.

Parking on Village Streets: Councillor LeBlanc explained that this is already becoming an issue and reminded residents that the ban on overnight parking on Village Streets is now in effect. As per By-Law No. 63, vehicles are not permitted to park on Village streets between midnight and 7:00 am of any day, or leave any vehicle unattended during periods of snowfall on any street or highway so as to interfere with snow removal operations.

Snow removal and placement of snow: Residents are reminded not to place snow on streets or sidewalks in accordance with section 7.0 of the Village of New Maryland By-Law No. 62-2000 as doing so will result in a minimum fine of \$50. We encourage all residents to discuss this issue with their snow plow contractors.

Wastewater Master Plan: The Village has hired WSP Consultants to prepare a Wastewater Master Plan. The plan will assess the Village's sanitary collection, pumping and treatment systems with an overall objective and outlook of aligning with the Village's Strategic Plan of decreasing sanitary sewer inflow and infiltration, decreasing risk to residents and decreasing wastewater treatment costs. The plan will identify sanitary sewer sheds, the capacities of the pumping stations, the capacities of the wastewater treatment facilities, identify and quantify future development opportunities, and identify capital project undertakings and options resulting from the assessments. The plan is expected to be completed by the end of the year.

Wellfield Development: The Village has been searching for additional sources of water for several years to provide redundancy for the existing water supply system and allow for future development. The Village has identified a potential water source and has submitted an *Environmental Impact Assessment* to the province's Department of Environment Technical Review Committee for their comments and approval. The Village awaits the Department of Environment's approval and is preparing to development the water source.

Snow Removal: Councillor LeBlanc concluded his report by explaining that we experienced a hiccup in the snow removal operations this past Friday. Staff are reviewing the expectations and contract requirements with our snow removal contractors.

MOVED BY Councillor Paul LeBlanc and **seconded by** Deputy Mayor Alex Scholten the adoption of the Public Works Department report as presented.

Discussion: Deputy Mayor Scholten commented on the Climate Change Adaptation Strategy project. He noted that the Public Open Houses were good exercises that allowed us to share information with the public and also receive input from residents. He commended our Development Officer Rob Pero and Public Works Supervisor Rockland Miller for a job well done. **MOTION CARRIED.**

12(iii) New Maryland Fire Department

Deputy Mayor Alex Scholten introduced a motion by sharing the background information regarding the award of a tender to purchase a heavy rescue unit.

He explained that during the 11 April 2018 Council-In-Committee meeting Chief Farrell requested approval from Council to start the tendering process for a heavy rescue unit to replace the existing rescue unit that is no longer adequate for the fire department's needs. Council approved the Fire Chief's request and the tender document was issued in September 2018.

The tender document required that any company wishing to submit a bid must attend a pre-bidders meeting at the fire hall on October 15, 2018. Of the nine companies that picked up tender documents, representatives from only two companies attended the meeting, which meant that only these two companies would qualify to submit bids. The two companies were Maxi Metal Inc. from St. Georges, PQ and Metalfab Ltd. from Centreville, NB. The tender closed on 08 November 2018 at 3:00 pm with the two companies submitting bids.

After reviewing the tender bid documents from both companies, Chief Farrell recommended to Council at the 14 November 2018 Council-In-Committee meeting to award the tender to Maxi Metal Inc.

Deputy Mayor Scholten concluded his summary by clarifying that Council also agreed that the funds in the Capital Reserve Fund for fire department vehicles will be used for this purpose.

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, as per the recommendation of the Fire Chief, accept the tendered bid submitted by Maxi Metal Inc. on November 8, 2018 for a heavy rescue unit in the amount of \$349,950.00 (*three hundred, forty-nine thousand, nine hundred and fifty dollars*) plus \$52,492.50 HST (*fifty-two thousand, four hundred and ninety-two dollars and fifty cents*) for total tendered bid of \$402,442.50 (*four hundred and two thousand, four hundred and forty-two dollars and fifty cents*), and that the funds be sourced from the Capital Reserve Fund established for this purpose, and that the Mayor and Clerk are authorized to execute said contract.

MOTION CARRIED.

12(iv) Finance Department

Deputy Mayor Alex Scholten presented four motions of Council regarding the transfer of funds.

He explained that all allocations to or from reserve funds require motions of Council as per the *Local Governance Act*, and that the following motions were approved by Council during the 2018 budget process.

MOVED BY Deputy Mayor Alex Scholten and **seconded by** Councillor Mike Pope the following Resolution of Council: ***Be It Resolved That*** the Council for the Village of New Maryland transfer from the

General Operating Fund (Account # 0626 1013-181) to the General Operating Reserve Fund (Account # 0626 1015-013) the amount of \$6,000 (*six thousand dollars*) being the amount budgeted for the Municipal Plan Review Reserve. **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 transfer from the General Operating Fund (Account # 0626 1013-181) to the General Capital Reserve Fund (Account # 0626 1015-021) the following amounts:

- \$50,000 (*Fifty Thousand Dollars*) being the amount budgeted for the Public Works Garage Reserve;
- \$100,000 (*One-Hundred Thousand Dollars*) being the amount budgeted for the Fire Truck Reserve;
- \$30,000 (*Thirty-Thousand Dollars*) being the amount budgeted for the Fire Equipment /Breathing Apparatus Reserve;
- \$172,000 (*One-Hundred and Seventy-Two Thousand Dollars*) being the amount budgeted for the Infrastructure Replacement Reserve; and
- \$10,000 (*Ten Thousand Dollars*) being the amount budgeted for the New Maryland Centre Reserve.

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 Utility Operating Fund (Account # 0626 1014-176) to the Utility Capital Reserve Fund (Account # 0626 1018-839) the following amounts:

- \$50,000 (*Fifty Thousand Dollars*) being the amount budgeted for the Wastewater Treatment Plant Reserve;
- \$20,000 (*Twenty Thousand Dollars*) being the amount budgeted for the Water Tower Reserve; and
- \$13,540 (*Thirteen Thousand, Five Hundred and Forty Dollars*) being the amount budgeted for the Water Meters Reserve.

MOTION CARRIED.

Deputy Mayor Scholten further explained that the following motion was reviewed and approved by Council at the Council-In-Committee meeting of 14 November 2018.

MOVED BY Deputy Mayor Alex Scholten and **seconded by** Councillor Mike Pope the following Resolution of Council: ***Be It Resolved That*** the Council for the Village of New Maryland transfer from the General Operating Reserve Fund (Account # 0626 1015-013) to the General Capital Reserve Fund (Account # 0626 1015-021) the following amounts:

- \$4,467 (*Four Thousand, Four Hundred and Sixty-Seven Dollars*) from Recycling Boxes to Other Capital;
- \$18,065 (*Eighteen Thousand and Sixty-Five Dollars*) from Storm Sewer replacement to Stormwater Upgrades;
- \$6,699 (*Six Thousand Six Hundred and Ninety-Nine Dollars*) from Crack-sealing to Equipment Replacement (for V-Plow); and
- \$13,392 (*Thirteen Thousand, Three Hundred and Ninety-Two Dollars*) from New Maryland Centre Repair to New Maryland Centre; and
- \$11,176 (*Eleven Thousand One Hundred and Seventy-Six Dollars*) from Teen Centre to Recreation-Other.

MOTION CARRIED.

12(v) Administration Department

There was no report from the Administration Department.

12(vi) Seniors Advisory Committee (SAC)

Councillor Mike Pope provided a summary of the SAC meeting held on 22 October 2018.

Eleven members attended the meeting and reviewed various documentation. The data received from the focus groups, consultation meetings and the seniors survey that the former Age-Friendly Community Ad hoc Committee performed last year indicated that transportation is a priority issue for seniors. With that in mind, the committee reviewed information regarding costs involved in providing a possible shuttle service in the community. The committee agreed that an assessment should be done to determine demand, ridership, rates that passengers would be willing to pay, and if the service would be feasible. Four members of the committee have agreed to meet to discuss a plan to implement a transportation project and they will report their findings to the committee at the next meeting.

The committee reviewed the status update for the *Community Action Plan* which contained updated information provided by staff. The committee made suggestions for further changes and an updated version will be reviewed at the January 2019 meeting.

A letter from the Public Health Agency of Canada was shared with the committee, which congratulated the Village on being recognized by the Government of New Brunswick for our commitment to becoming an Age-Friendly Community and invited us to join the WHO Global Network for Age-Friendly Cities and Communities. Mayor Wilson-Shee and Councillor McCaie-Burke have agreed to work together to compile the necessary information to submit our membership application online. Once our membership application is approved, we will be required to submit at least one Age-Friendly practice per year in order to maintain membership. Membership benefits include being party to information that is shared globally and being internationally visible, and it also verifies that we are continually working on age-friendly initiatives which can be beneficial when applying for funding. Further updates regarding the application process will be made to the committee as they become available.

Councillor Pope concluded his report by explaining that the next meeting of the SAC will be held on Monday, 26 November 2018 at 7:00 pm.

MOVED BY Councillor Mike Pope and **seconded by** Councillor Gisèle McCaie-Burke the adoption of the Seniors Advisory Committee report as presented. **MOTION CARRIED.**

13. Approval of the Treasurer's Report

Councillor McCaie-Burke explained that the adoption of the Treasurer's Report fulfills a municipal requirement under provincial legislation.

MOVED BY Councillor Gisèle McCaie-Burke and **seconded by** Deputy Mayor Alex Scholten the adoption of the Treasurer's Report as follows: Payments made in the month of October 2018

- from the General Operating account by cheques and direct payments **\$673,798.49** (*Six Hundred and Seventy-Three Thousand, Seven Hundred and Ninety-Eight Dollars and Forty-Nine Cents*);
- from the Water & Sewer Operating account **\$62,151.01** (*Sixty-Two Thousand, One Hundred and Fifty-One Dollars and One Cent*);

- from the General Capital account **\$4,914.82** (*Four Thousand, Nine Hundred and Fourteen Dollars and Eighty-Two Cents*); and
- from the Water & Sewer Capital account **\$96,106.93** (*Ninety-Six Thousand, One Hundred and Six Dollars and Ninety-Three Cents*).

MOTION CARRIED.

Agenda Items 14 (Public Input/Inquiries), **15** (New Business) and **16** (Date, Time and Location of Next Meeting) were omitted.

17. Adjournment

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

The meeting adjourned at 8:26 p.m.

Respectfully submitted,

Cynthia Geldart
CAO/Clerk

Cynthia Geldart
CAO/Clerk

Judy Wilson-Shee
Mayor