

Village of New Maryland
Council
20 July 2022

Present:	Mayor Judy Wilson-Shee	Deputy Mayor Tim Scammell
	Councillor Laurie Pearson	Councillor Mike Pope
	Councillor Alex Scholten	Councillor Mariet van Groenewoud
	CAO/Clerk Cynthia Geldart	Fire Chief Harry Farrell

1. Call to Order

Mayor Judy Wilson-Shee called the meeting to order at 7:30 p.m. with the acknowledgement that the land on which we gather is the traditional unceded territory of the Wolastoqiyik and Mi'kmaq people and that we should live and work on this land in relationships of peace, friendship, and mutual respect. She also explained that the meeting was being recorded for broadcast.

2. Approval of the Agenda

MOVED BY Councillor Mike Pope and **seconded by** Councillor Mariet van Groenewoud that the agenda be approved with the removal of agenda item # 12(v). **MOTION CARRIED.**

3. Approval of the Minutes

MOVED BY Councillor Alex Scholten and **seconded by** Deputy Mayor Tim Scammell that the minutes of the regular session of Council of 15 June 2022 be approved as circulated. **MOTION CARRIED.**

4. Disclosure of Interest

No *Disclosures of Interest* were declared.

5. Presentations

There were no presentations.

6. Proclamations

There were no proclamations.

7. Correspondence:

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

- confirmation from the *Environmental Trust Fund* that \$4,000 (*four thousand dollars*) has been approved to support our *Urban Reforestation Project*;
- notification that our application for funds through the *Commemorations and Celebrations Program* was successful in the amount of \$7,850 (*seven thousand, eight hundred fifty dollars*) for the Wetmore-Street Duel and Trial Re-enactment; and
- a letter from Raymond Brun, Municipal Engineer with the Department of Transportation and Infrastructure (DTI) to explain that as a result of local governance reform and the amalgamation of various municipalities, DTI has been asked to delay the drafting of the Municipal Designated Highway Program (MDHP) for 2025; and advising municipalities to disregard the letter from Minister Green requesting our updated 5 (five)-year plan for the period of 2025 to 2029. The next submission of priorities will be from the newly formed entities in the spring of 2023 and will be used to develop the 2025 through 2027 MDHP. The recently published MDHP projects for 2023 and 2024 as detailed in the *Road Ahead Plan* remain in place and this should include the replacement of the Baker Brook culvert.

8. Mayor's Comments

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

- June 16: Business Group meeting held at Oakland Farm & Lodge (*Councillor Mariet van Groenewoud also attended*);
- June 20: Regional Service Commission (RSC) 11 Advisory Committee meeting;
- June 20: ceremony at Governor House where 3 (three) Pathfinders - Ella Coulombe, Elizabeth Harper and Kayla Porter, received their Canada Cord;
- June 21: year-end closing barbeque for the New Maryland Lions Club;
- June 23: spoke to the children at Dunn's Learning Academy about the role of the Mayor and received artwork created by the children;
- June 23: toured the walking trails behind the New Maryland (NM) Centre with staff and explained the history and stories associated with the trail, followed by a barbeque lunch;
- June 23: attended the *Happy Work Anniversary* gathering at Dolan's Pub to recognize WSP staff members John McKinney and Steve Charters for 35 (thirty-five) years, Parker Corkum for 34 (thirty-four) years and Stephen Pyke for 27 (twenty-seven) years in their respective professions (*Cynthia Geldart, CAO and Rockland Miller, Public Works Supervisor also attended*);
- June 23: First Hockey Night at Riverview Ford to recognize a new sponsor for the Fredericton Red Wings who have formally changed their name to Riverview Ford Red Wings (*Deputy Mayor Scammell also attended*);
- June 25: birthday and graduation party for William Thornton, who will be attending Mount Allison University this fall on a football scholarship;
- June 26: celebration of Her Majesty Queen Elizabeth's Platinum Jubilee and official opening of the Platinum Jubilee Garden at Governor House;
- June 26: graduation party for Ben Soke, who will be attending university in the United States this fall on a scholarship;
- June 27: meeting with Jeff Tapley, Seniors Advisory Committee (SAC) member, to discuss his proposed amendments to the *Performance Indicators* detailed in the *Action Plan*, for further discussion at the next SAC meeting;
- June 27: SAC meeting (*Councillor Mariet van Groenewoud also attended*);
- June 28: Regional Reception hosted by the Rural Community of Hanwell with representatives in attendance from Hanwell, Fredericton, Oromocto and all members of New Maryland's Council, as well as Cynthia Geldart, CAO/Clerk and Scott Sparks, Treasurer;
- June 29: opening of the Darrah Bridge hosted by the Oromocto Watershed Association; approximately 60 (sixty) attendees gathered at the Oromocto Visitor Information Centre for opening comments and then participated in a 3½ (three and a half)-hour bus tour; attendees included various provincial Ministers, Members of the Legislated Assembly (MLAs), Mayors, Deputy Mayors, Councillors and municipal staff; the event, co-hosted by MLA Jeff Carr and Robin Hanson, included information sharing, interesting sites and a boxed lunch, and concluded with a stop at Ragged Ass Falls (*Michelle Sawler, Recreation Coordinator and Kyle Arsenault, Assistant Building Inspector/Development Officer also attended*);
- June 30: Change of Command of the 5th Canadian Division Support Group with incoming Commander Colonel J.N.M. Parent, MSM, CD taking over for outgoing Commander Brigadier-General D.R. Parsons, CD, who has assumed the role of Commander and Defense Advisor to the United Kingdom at the High Commission of Canada;

- July 01: Canada Day celebration co-hosted by MLA Jeff Carr with an estimated 300 (three hundred)+ people in attendance including Deputy Mayor Scammell, Councillor Scholten, Councillor van Groenewoud, 2 (two) members of the RCMP, and volunteers Michelle Sawler, Recreation Coordinator, Harry Farrell, Fire Chief and 2 (two) members of the Pathfinders - Ella and Kayla; Mayor Wilson-Shee shared her gratitude and appreciation to everyone who helped make the event a success;
- July 4: met with the Lowe children and an RCMP officer at 410 New Maryland Highway to support their efforts to get the message out to residents regarding the need to slow traffic and reduce speeds; the children were dressed in costume and created 2 (two) “Don’t Be A Weiner – Slow Down” homemade signs;
- July 05: assisted various staff members to hull and prepare strawberries for the Strawberry Social;
- July 05: *Strawberry Social*, sponsored by New Maryland Lions Club and featuring musical guests *Crosscut Reloaded* (Deputy Mayor Scammell and Councillors Pearson & van Groenewoud also attended);
- July 06: Procurement Announcement held at Marwood, followed by a tour of their new building; Marwood employs 215 (two hundred fifteen) staff members and is a family-oriented business (Councillor van Groenewoud also attended);
- July 12: New Maryland Heritage Association (NMHA) meeting hosted at Mayor Wilson-Shee’s home;
- July 13: birthday party to celebrate Lois Shannon’s 75th birthday (Deputy Mayor Scammell also attended);
- July 14: *Afternoon Tea Social*, a new event held at Victoria Hall Park, sponsored by Charters Construction and featuring the band *The Bearded Bards*; (MLA Jeff Carr and Councillor Mariet van Groenewoud also attended); and
- July 19: *Ice Cream Social* sponsored by Dave Dunbar Landscaping and featuring the entertaining duo *Frantically Atlantic*, who were sponsored by Charter’s Construction (Deputy Mayor Scammell and Councillors Scholten & van Groenewoud also attended).

9. Comments by Members of Council

Councillor Alex Scholten reported that he had participated in the following meetings and/or events since the last Council meeting:

- June 16: Union of Municipalities of New Brunswick (UMNB) Resolutions Committee meeting;
- June 16: conference call with Larry Shaw of Ignite Fredericton to discuss municipal reform, RSC reform and the economic development mandate under the new RSC model;
- June 18: meeting of municipal representatives from UMNB Zone 2 hosted in Riverview; Hon. Daniel Allain, Minister of Local Governance and Local Governance Reform (LGR) presented at the meeting on the municipal reform process and answered questions;
- June 21: Provincial Municipal Council (PMC) meeting in Fredericton with representatives from the four municipal associations in NB, as well as Minister Allain and representatives from the Regional Development Corporation (RDC) and the Department of Public Safety;
- June 28: conference call with representatives from the Union of Municipalities of British Columbia (UMBC) to discuss municipal reform initiatives; valuable connections had been made with their representatives during the Federation of Canadian Municipalities (FCM) conference in Regina;
- June 30: human resources panel discussion with newcomers at the Multicultural Association in Fredericton;

- July 12: UMNb conference planning committee meeting to prepare for the fall annual general meeting;
- July 12: planning session regarding the community equalization grant program with representatives from UMNb's municipal reform committee;
- July 16: UMNb strategic planning session hosted in Fredericton Council Chambers; and
- July 18: Zoom call regarding cost-sharing for regional sport, recreation and cultural facilities hosted by Ryan Donaghy, Deputy Minister, LGR.

10. Planning Advisory Committee (PAC)

Councillor Mariet van Groenewoud reported on the business conducted at the PAC meeting of Monday, 04 July 2022.

- The committee reviewed and discussed the Building Permit Summary Reports for June 2022. The report noted that 37 (thirty-seven) permits were issued for projects including various home improvements and swimming pool installations, as well as for the construction of 1 (one) new garden home on Lynda Lane in the Orchard's Edge Subdivision and 2 (two) new single-family dwellings in the Centennial Gardens Subdivision.
- The monthly totals amounted to \$1,176,300 (*one million, one hundred seventy-six thousand, three hundred dollars*) in estimated value of construction and \$9,287.75 (*nine thousand, two hundred eighty-seven dollars and seventy-five cents*) in permit fee revenue for the month. The current year-to-date totals were comparable to results for the same period in 2021. The 2022 year-to-date totals were 95 (ninety-five) permits, \$3,846,798 (*three million, eight hundred forty-six thousand, seven hundred ninety-eight dollars*) in estimated construction value and \$29,829.25 (*twenty-nine thousand, eight hundred twenty-nine dollars and twenty-five cents*) in permit fee revenue.
- The committee has selected a Chairperson and Vice-Chairperson and the motions for official appointment follow this report. The selection is in accordance with the *New Brunswick Community Planning Act* which provides for the committee to elect the Chairperson and Vice-Chairperson from among its membership and Council subsequently enacts the appointments via a Resolution of Council. The appointments are for a one-year term and the members are eligible for re-election or re-designation. In accordance with the committee's nomination and election procedure, Julie Clarke was re-elected as Chairperson and Sam McEwan was re-elected as the Vice-Chairperson.

MOVED BY Councillor Mariet van Groenewoud and **seconded by** Deputy Mayor Tim Scammell the adoption of the Planning Advisory Committee report as presented. **MOTION CARRIED**

MOVED BY Councillor Mariet van Groenewoud and **seconded by** Councillor Alex Scholten the following Resolution of Council: ***Be it Resolved That*** as per Section 6(2) of the *New Brunswick Community Planning Act*, the Council for the Village of New Maryland hereby appoints Julie Clarke as Chairperson of the Planning Advisory Committee with such term to expire on 19 July 2023. **MOTION CARRIED.**

MOVED BY Councillor Mariet van Groenewoud and **seconded by** Councillor Mike Pope the following Resolution of Council: ***Be it Resolved That*** as per Section 6(2) of the *New Brunswick Community Planning Act*, the Council for the Village of New Maryland hereby appoints Sam McEwan as Vice-Chairperson of the Planning Advisory Committee with such term to expire on 19 July 2023.
MOTION CARRIED.

11. Emergency Response Plan (ERP) Committee

The ERP Committee has not met since the last Council meeting.

12. Project Reports / Updates

12. (i) Recreation & Leisure Services Department Updates

Councillor Alex Scholten provided an update of the Recreation & Leisure Services Department activities as prepared by Michelle Sawler, Recreation Coordinator.

- He reported that the Community Better Challenge concluded on 30 June 2022 and staff were very pleased with the participation of our sports groups, the New Maryland Elementary School (NMES), and our special events that were held throughout the month of June. As of 30 June 2022 at 4:00 p.m. staff had logged almost 630,000 (*six hundred and thirty thousand*) minutes on behalf of the school, New Maryland Soccer, New Maryland Baseball, New Maryland Basketball, Sunday night Volleyball, Week 1 (one) Day Camp activities, the Mayor's Walk, Zoom in the Sun outdoor exercise class, Pickleball Try-it event, and the staff nature walk. ParticipACTION has not yet released the results of the challenge and we hope to improve on our total from the 2021 Community Better Challenge.
- The Miracle-Gro Best Garden Contest was recently announced in partnership with Communities in Bloom and Miracle-Gro. Residents who want to enter the contest are required to submit a photo of the nominated garden, along with the address and name of the property owner to michelle.sawler@vonm.ca no later than 08 August 2022. All entries will be featured on the Village's website and winners will be announced later in August. Winners will receive a sign for their garden, gift certificates for Miracle-Gro products and congratulatory letters.
- The summer socials and concerts have been a great addition to the Village's summer programming. The first *Mayor's Tea* was held on 14 July 2022 and approximately 30 (*thirty*) people attended. The *Strawberry Social* was held indoors due to rain and close to 200 (*two hundred*) shortcakes were served. The *Ice Cream Social* was held on 19 July 2022 with a concert featuring *Frantically Atlantic*. Councillor Scholten expressed appreciation to the various event sponsors as the sponsorship program allows the Village to offer these events free of charge to our residents.
- Staff have been working with Gary and Carolyn Campbell and Mayor Judy Wilson-Shee to finalize the details of the *Honour Our Veterans* banner program. The program will be similar to those already established in several communities in NB and the Village will be accepting orders for banners to honour a veteran leading up to Remembrance Day. The banners will be displayed from later in October until mid-November. The cost of a banner will be \$200 (*two hundred dollars*) plus HST and a sample mock-up will be published. Further details will be shared later this week and orders will be accepted until Friday, 02 September 2022. There are 13 (*thirteen*) poles available for the banner installations. Councillor Scholten acknowledged the attendance of Gary Campbell at this Council meeting.
- The Request for Proposals (RFP) for the Athletic Park Redevelopment Study closed on 03 June 2022 and a recommendation was provided to Council from the Recreation Coordinator and CAO/Clerk for the selection of the successful applicant.
- Councillor Scholten shared reminders of the following upcoming activities and/or events:
 - ❖ registration is now open for the Stay Safe course on 24 August 2022 with 9 (nine) spaces still available and at a cost of \$55 (*fifty-five dollars*); the registration form is available on the Village's website and payment via e-transfer is an option;
 - ❖ residents are invited to join Mayor Wilson-Shee and members of Council and staff on Monday, 15 August 2022 at Victoria Hall Park at 9:00 a.m. for the official raising of the Acadian flag in recognition of *National Acadian Day* and to celebrate Acadian culture with the singing of the Acadian anthem;
 - ❖ the *Blueberry Social* will be held on 16 August 2022 at the NM Centre Park starting at 6:30 p.m., with the *Cathy Hutch Trio* performing at 7:00 p.m.; and
 - ❖ the second *Mayor's Tea* will be held on 25 August 2022 from 2:00 p.m. – 4:00 p.m. at

Victoria Hall Park with Katherine Moller and Tom Richards performing.

MOVED BY Councillor Alex Scholten and **seconded by** Councillor Mariet van Groenewoud the adoption of the Recreation and Leisure Services Department report as presented. **MOTION CARRIED.**

Councillor Scholten explained that the Athletic Park Redevelopment Study project will provide an in-depth consultation, analysis, and planning process that will result in a redevelopment plan for the Athletic Park property. The Study will be used as an integral tool in planning the redevelopment of this area to meet the community's recreation needs now and in the future. Three responses to the RFP were received and reviewed by the Recreation Coordinator and the CAO/Clerk, resulting in the unanimous opinion that of the 3 (three) submissions, the project plan submitted by UPLAND Planning + Design and REConsulting Group's submission has exceeded staff's expectations. In partnering with a seasoned Recreation Consulting firm (REConsulting) with over 30 (thirty) years of experience, in addition to a Senior Cost Consultant (QSolv), the proposal has allocated 9 (nine) professionals to various aspects of this project including a robust community engagement process, a detailed work plan for stakeholder consultation and feedback, and a practical, comprehensive Redevelopment Plan for the Athletic Park property that will assist Council and staff with future budgeting and planning for park improvements. In addition, UPLAND Planning + Design has the advantage of familiarity with many of the Village's reference documents and have recently worked with senior staff as part of the Urban Design Standards project. They have also visited the Village on several occasions and are acquainted with the Village amenities, demographics and infrastructure. There is currently a \$60,000 (*sixty thousand dollars*) operating reserve allocated toward the proposed study. With an adjusted rate for the HST rebate, the total projected cost of the study will be under the reserved budget amount.

MOVED BY Councillor Alex Scholten and **seconded by** Deputy Mayor Tim Scammell the following Resolution of Council: ***Be It Resolved That*** the Council for the Village of New Maryland, as per the recommendation of the Recreation Coordinator and CAO/Clerk, proceed to engage the services of UPLAND Planning + Design and REConsulting Group to undertake the Athletic Park Redevelopment Study project, as per their submitted proposal at a cost of \$52,055.00 (*fifty-two thousand, fifty-five dollar*) plus \$7,808.25 (*seven thousand, eight hundred eight dollars and twenty-five cents*) HST for a total submitted bid of \$59,863.25 (*fifty-nine thousand, eight hundred sixty-three dollars and twenty-five cents*); and that the Mayor and Clerk are authorized to execute said contract. **MOTION CARRIED.**

12. (ii) Public Works Department Updates

Councillor Mike Pope provided an update of the activities of the Public Works Department.

- Speeding is a topic often discussed by our residents. There are a number of speed deterrents that have been implemented over the past years, including the installation of speed radars at several locations throughout the Village to capture the speeds vehicles are travelling on municipal streets and to identify to motorists their speed. In addition, 2 (two) portable radars are moved to various streets for additional data collection and awareness. The Village has incorporated line painting to narrow the traffic lanes and have recently started planting trees in boulevards to help deter motorists from speeding. Council and staff also participate in a "Team Up to Slow Down" campaign every fall to bring speeding awareness to residents. If residents want to become involved, we have "Keep It to 40" signs available at the Village office that are free of charge. Residents are encouraged to pick up a sign for placement on their lawn.
- The speed radars captured data from 91,000 (ninety-one thousand) vehicles last month and observed speeds ranging between 40 km/hr and 50 km/hr. Staff evaluate the data to identify trends and times of day when motorists may be travelling above the posted speed limit. Residents should contact the RCMP at 1-888-506-RCMP (7267) if they notice vehicles travelling above the posted speed limits.

The RCMP create a file for each call they receive and if trends are identified, they will consider increasing patrols of that particular area. Councillor Pope shared a reminder that the posted speed limit on Village streets is 40 km/hr and in the vicinity of the school the speed limit is 30 km/hr, and requested that residents respect the speed limit and be watchful for pedestrians.

- Village staff planted 26 (twenty-six) trees along Sandcherry Lane, Jasmine Court, Lynda Lane and Stonehurst Avenue as part of the \$10,000 (*ten thousand dollars*) Treemendous Communities grant received from TreeCanada. The Village was honored to have been selected for the Tree Canada Treemendous Communities Program and are grateful for the opportunity to work together in pursuing a greener and healthier living environment for our residents. The many benefits of urban reforestation include improved air quality, restoration of wildlife habitat, better storm water management, traffic calming and enhanced aesthetics of neighborhoods and public gathering places.
- Councillor Pope explained that Village staff use a salt/sand mixture for winter maintenance of municipal sidewalks and access roads. Prior to the construction of the Operations Building, the salt/sand mixture was stored in a wooden structure located on the Forbes property. That building was demolished to allow for new development on the property and a new storage building is needed. Council agreed at a Council-In-Committee meeting to purchase a 20'x24'x10' tarped arch span building from Tarp-Rite Inc., as per the recommendation of the Public Works Supervisor. The floor of the building will be paved to prevent leeching of materials and funds for this expenditure will be sourced from the Capital Reserve Fund.

MOVED BY Councillor Mike Pope and **seconded by** Councillor Mariet van Groenewoud the adoption of the Public Works Department report as presented. **MOTION CARRIED.**

MOVED BY Councillor Mike Pope and **seconded by** Deputy Mayor Tim Scammell the following Resolution of Council: ***Be It Resolved That*** the Council for the Village of New Maryland, as per the recommendation of the Public Works Supervisor, authorize the expenditure of \$11,511.00 (*eleven thousand, five hundred eleven dollars*) plus \$1,726.65 (*one thousand, seven hundred twenty-six dollars and sixty-five cents*) HST for a total cost of \$13,237.65 (*thirteen thousand, two hundred thirty-seven dollars and sixty-five cents*) for the supply and installation of a 20'x24'x10' arch span building from Tarp-Rite Inc.; ***and be it further resolved*** that Council contract the services of Perfection Paving Ltd. for the placement of asphalt at a cost of \$3,317.60 (*three thousand, three hundred seventeen dollars and sixty cents*) plus \$497.64 (*four hundred ninety-seven dollars and sixty-four cents*) HST for a total paving cost of \$3,815.24 (*three thousand, eight hundred fifteen dollars and twenty-four cents*); for a total project cost of \$17,052.89 (*seventeen thousand, fifty-two dollars and eighty-nine cents*) and that the funds will be sourced from the Capital Reserve Fund.

MOTION CARRIED.

12. (iii) New Maryland Fire Department (NMFD) Quarterly Report Presentation

Fire Chief Harry Farrell reported on data from the NMFD Quarterly Report:

- He explained that the report covers the period of April, May and June 2022.
- The breakdown of calls in the report included:
 - 17 (seventeen) total calls for this quarter;
 - 20 (twenty) total calls for this quarter in 2021;
 - 178 (one hundred seventy-eight) firefighting hours during this quarter;
 - 325 (three hundred twenty-five) firefighting hours to date;
 - 6 (six) calls within the Village limits with a total of 39 (thirty-nine) firefighting hours;
 - 7 (seven) calls outside the Village limits with a total of 101 (one hundred one) firefighting hours; and

- 4 (four) mutual aid calls involving 38 (thirty-eight) firefighting hours.

MOVED BY Councillor Laurie Pearson and **seconded by** Councillor Mariet van Groenewoud the adoption of the New Maryland Fire Department report as presented by Chief Farrell. **MOTION CARRIED.**

12. (iv) New Maryland Fire Department (NMFD) Motions

Deputy Mayor Tim Scammell reported that he had 3 (three) motions to bring forward on behalf of the NMFD.

He explained that the first motion is to approve the purchase of the Village office generator transfer switch. A project was approved by Council in the 2022 Capital Budget for the installation of an automatic transfer panel in the Village office building. The installation cost was budgeted at \$31,570.00 (*thirty-one thousand, five hundred seventy dollars*) plus \$4,735.50 (*four thousand, seven hundred thirty-five dollars and fifty cents*) HST for a total cost of \$36,305.50 (*thirty-six thousand, three hundred & five dollars and fifty cents*). Since the approval of the project in the 2022 Capital Budget, there has been an increase in costs due to inflation on net cost for materials of \$6,650.00 (*six thousand, six hundred fifty dollars*) plus \$997.50 (*nine hundred ninety-seven dollars and fifty cents*) HST for a total increase of \$7,647.50 (*seven thousand, six hundred forty-seven dollars and fifty cents*). DC Electrical Services & Maintenance Inc. will charge net costs with no mark up on the extra material costs.

MOVED BY Deputy Mayor Tim Scammell and **seconded by** Councillor Alex Scholten 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, approve the purchase and installation of the office generator transfer switch from DC Electrical & Maintenance Inc. at a cost of \$38,220.00 (*thirty-eight thousand, two hundred twenty dollars*) plus \$5,733.00 (*five thousand, seven hundred thirty-three dollars*) HST for a total cost of \$43,953.00 (*forty-three thousand, nine hundred fifty-three dollars*). **MOTION CARRIED.**

Deputy Mayor Scammell reported that Council approved a project in the 2021 Capital Budget for the replacement of the bay doors in the fire hall. The estimated installation cost of \$20,000.00 (*twenty thousand dollars*) was included in the budget and subsequently moved to the Capital Reserve fund. In preparation for the 2022 Capital Budget a revised cost of an additional \$12,000.00 (*twelve thousand dollars*) was approved and added to the 2022 Capital Budget. The company with the lowest price was Doorcraft Manufacturing Ltd. in Fredericton and they met all of the specified requirements. Doorcraft Manufacturing Ltd. recently incurred a cost increase for the supplies of \$4,489.15 (*four thousand, four hundred eighty-nine dollars and fifteen cents*) plus \$673.37 (*six hundred seventy-three dollars and thirty-seven cents*) HST over last year's quote for a total increase of \$5,162.52 (*five thousand, one hundred sixty-two dollars and fifty-two cents*). This increases the total amount of the project to \$35,174.00 (*thirty-five thousand, one hundred seventy-four dollars*) plus \$5,276.00 (*five thousand, two hundred seventy-six dollars*) HST for a total cost of \$40,450.00 (*forty thousand, four hundred fifty dollars*).

MOVED BY Deputy Mayor Scammell and **seconded by** Councillor Mike Pope the following Resolution of Council: ***Be It Resolved That*** the Council for the Village of New Maryland, as per the recommendation of the Fire Chief, approve the purchase and installation of the Fire Hall Bay doors from Doorcraft Manufacturing Ltd. at a cost of \$35,174.00 (*thirty-five thousand, one hundred seventy-four dollars*) plus \$5,276.00 (*five thousand, two hundred seventy-six dollars*) HST for a total price of \$40,450.00 (*forty thousand, four hundred fifty dollars*). **MOTION CARRIED.**

Deputy Mayor Scammell explained that beginning in 2013 at the request of the Fire Chief, Council has reserved funds in the amount of \$30,000 (*thirty thousand dollars*) annually to the Capital Reserve Fund for the replacement of breathing apparatus and bunker gear for the firefighters when needed. The funds for this equipment are held in the Capital Reserve Fund under *Breathing Apparatus and Bunker Gear Replacement*. Due to the Fire Department's coverage of the Local Service District area, the capital reserve is cost-shared by the provincial government, with their contribution at 37.44%. At the 22 June 2022 Council-In-Committee meeting, Council agreed to move forward with the purchase of the breathing apparatuses, air bottles, and face pieces from Cumings Fire & Safety Equipment Ltd.

MOVED BY Deputy Mayor Tim Scammell and **seconded by** Councillor Alex Scholten 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, approve the purchase of breathing apparatuses, air bottles, and face pieces from Cumings Fire & Safety Equipment Ltd. at a cost of \$63,700.00 (*sixty-three thousand, seven hundred dollars*) plus \$9,555.00 (*nine thousand, five hundred fifty-five dollars*) HST for a total price of \$73,255.00 (*seventy-three thousand, two hundred fifty-five dollars*). **MOTION CARRIED.**

12. (vi) Administration / Clerk's Office

Councillor Mariet van Groenewoud reported that it has been the practice of Council to retain the services of an outside consultant approximately every 4 (four) years to conduct a detailed compensation review. The review was completed this year by Joanne Brown, Senior Associate, KBRS (Knightsbridge Robertson Surette). The focus of the review is to ensure that our compensation practices and levels are equitable internally and externally in order to attract and retain qualified employees. It is crucial to be able to offer competitive salaries to attract applicants and draw qualified people to the municipality while still retaining current staff.

The most recent reviews were completed in 2014 by Kevin Murphy of the Integrated Focus Group, in 2018 by Gerald Walsh Associates Inc. and this year by Joanne Brown of KBRS. Ms. Brown consulted with our CAO and Treasurer on numerous occasions, reviewed and summarized the roles to be surveyed, completed a Market Survey Scan, Analysis and Reporting project and provided recommendations on compensation, benefits and the performance review process.

Two challenges that were prominent in the development of this review were location and current workforce. Our challenge regarding location is due to the fact that our budget constraints did not allow us to offer the same or competitive levels of compensations as our neighboring competing entities – Fredericton, Oromocto, the provincial government and soon the expanding Regional Service Commission. The challenge regarding the current workforce is that a climate has emerged where businesses and organizations of all types are looking for staff, but the workforce does not appear to be applying for the available jobs at current compensation levels. In the past, our CAO would receive over 50 (fifty) resumes whenever posting for a position with the municipality, and now we are receiving 3 (three) or 4 (four) resumes. It has become imperative that we position ourselves as an organization to offer reasonably competitive compensation to attract people and to retain our current, fantastic, staff. The report from KBRS noted that our compensation program is currently not far off market and with a few tweaks and overall adjustment to market, the program should meet organizational needs for recruitment and retention. It was also noted that emphasis on providing a great culture will be an important attribute going forward to be used for retention and attraction for the municipality.

MOVED BY Councillor Mariet van Groenewoud and **seconded by** Councillor Alex Scholten the following Resolution of Council: ***Be It Resolved That*** the Council for the Village of New Maryland, as per the recommendation of the Chief Administrative Officer and Treasurer, adopt the Compensation & Benefit Review Report dated 14 June 2022 and presented to Council on 22 June 2022, retroactive to 01 January 2022. **MOTION CARRIED.**

12. (vii) Seniors Advisory Committee

Councillor Laurie Pearson reported on the events of the Seniors Advisory Committee meeting held on 27 June 2022 with 6 (six) members in attendance.

- The committee has a “Sleep Kit” worth \$130 (*one hundred thirty dollars*) from Dementia Friendly NB to give away to a dementia patient or caregiver in New Maryland. Ideas are being considered for how to determine who will receive the kit. A suggestion was made that information be posted on the Village’s social media sites inviting residents to nominate anyone they know in the Village who would benefit from receiving the kit.
- Committee member Jeff Tapley presented proposed amendments to the Action Plan’s Performance Indicators. His suggestions included, but were not limited to, a breakdown of timelines for completion of the Recommended Actions including the completion date of the action or the date the subject was addressed. Several Recommended Actions were deleted from the Action Plan as it was determined that they were operational responsibilities and not the responsibility of the SAC. The Action Plan and suggested Performance Indicators will be merged into 1 (one) document for the committee to review at the next SAC meeting, which is scheduled for 26 September 2022.

MOVED BY Councillor Laurie Pearson and **seconded by** Councillor Mariet van Groenewoud the adoption of the Seniors Advisory Committee report as presented. **MOTION CARRIED.**

13. Approval of the Treasurer’s Report

MOVED BY Councillor Alex Scholten and **seconded by** Councillor Mike Pope the following Resolution of Council: ***Be It Resolved That*** the Treasurer’s Report be adopted as follows: payments made in the month of June 2022 from: the General Operating account by cheques and direct payments **\$1,057,447.62** (*one million, fifty-seven thousand, four hundred forty-seven dollars and sixty-two cents*); the Water & Sewer Operating account **\$27,690.32** (*twenty-seven thousand, six hundred ninety dollars and thirty-two cents*); the General Capital account **\$3,841.60** (*three thousand, eight hundred forty-one dollars and sixty cents*); and from the Water & Sewer Capital account **\$144,637.25** (*one hundred forty-four thousand, six hundred thirty-seven dollars and twenty-five cents*). **MOTION CARRIED.**

14. Public Input / Inquires

Gary Campbell commented that he was pleased to see the Veterans Banners project move forward and offered his assistance with the Wetmore-Street Duel & Trial Re-enactment research.

15. New Business

(i) Third & Final Readings of Building By-Law No. 06-2022

MOVED BY Deputy Mayor Tim Scammell and **seconded by** Councillor Mike Pope to read *By-law No. 06-2022 – The Village of New Maryland Building By-law* for the third time, this reading by summary, pursuant to Section 15(4) of the *Local Governance Act*. **MOTION CARRIED.**

Deputy Mayor Scammell read the following summary: “Building By-law No. 06-2022 includes amendments to: (1) specifically reference the *New Brunswick Building Code Administration Act* as the new enabling provincial legislation; (2) clarify that a Building Permit is required for a change to the occupancy classification of a building; (3) introduce requirements relating to development permits, and (4) to update document organization, definitions, phrasing, administrative requirements, enforcement provisions, prescribed fees, and to clarify work that is exempt from requiring a permit.”

MOVED BY Deputy Mayor Tim Scammell and **seconded by** Councillor Alex Scholten to read *By-law No. 06-2022 – The Village of New Maryland Building By-law*, for the final time, this reading by title only, thereby enacting the by-law. **MOTION CARRIED.**

Deputy Mayor Scammell read *By-law No. 06-2022 - The Village of New Maryland Building By-law* by title only, thereby enacting the by-law.

16. Date, Time and Location of Next Meeting

The next formal Council meeting is scheduled for Wednesday, 17 August 2022 at 7:30 p.m. in Council Chamber.

17. Motion for Adjournment

MOVED BY Councillor Mariet van Groenewoud and **seconded by** Councillor Mike Pope to adjourn the meeting. **MOTION CARRIED**

The meeting adjourned at 8:14 p.m.

Respectfully submitted,

Cynthia Geldart
CAO/Clerk

Judy Wilson-Shee
Mayor

Cynthia Geldart
CAO/Clerk