

*Village of New Maryland
Strategic Plan 2017 - 2022*

*2017 & 2018 Activities
Status Report - December 2018*

Legend:

Target Met: ●











In Progress: ▲












Needs Future Attention: ★





OBJECTIVE	ACTIVITY	STATUS	COMMENTS
1.1 To add new municipal water supply source(s) which will provide for redundancy and open potential for growth opportunities.	Determine potential of land acquisition for new water source.	●	Completed - Potential of site confirmed.
	Determine quantity & quality of new water source (test drill).	●	Completed - Test drilling confirmed quantity & quality meet requirements.
	Develop a business plan to include priorities for water supply.	▲	EIA process & location of distribution lines are needed to determine potential access.
	Phase One – Construct trunk line, if water quantity & quality found.	▲	OPUS is working on the design for the construction. Treatment options being researched.
	Phase Two – Prioritize new water supply allocation (ie: existing and/or new development)	★	Council decision once water quantity and accessibility are determined.
	Tender for construction to be issued for Phase 1 if water quantity & quality is found.	▲	Design / Treatment options being finalized for tender to be prepared. <i>Tender will be held until funding is secured.</i>
	Construction of Phase 1, if water quantity & quality is found.	★	Construction to follow design, treatment determination, tender, etc. <i>Funding approval required.</i>
	Follow up on Phase 2 of priorities as determined by Council.	★	Complete Phase 1 before moving into Phase 2.
	Implement Water Management Plan if water is not found at proposed site – Section 11.	n/a	n/a Water sourced at proposed site.
	Explore alternatives outside Village limits if and acquisition unavailable.	n/a	n/a Land is being expropriated.
2.1 To ensure protection of groundwater aquifers	Proclaim <i>Wellfield Protection Regulation</i> under <i>Clean Water Act</i> for Springwater Well S4.	★	This action may not need to be completed. Decommissioning of S4 is under discussion.
	Contact Wellfield Protection Branch of DENV re: protection initiatives for Well A-10, A-11 & A-20 wellfield protected zones.	●	Completed – Contacted DENV & confirmed process; designated these wells under the <i>Wellfield Protection Act</i> .
	Install signage on TransCanada Highway to notify of Wellfield Protected Area	●	Completed – Signs installed.
	Inform & educate residents of by-law related to protection of water.	●	Completed – By-laws and “Our Green Plan” posted on web.

OBJECTIVE	ACTIVITY	STATUS	COMMENTS
3.1 To avoid flooding & backflow into residents' homes & reduce risk to municipal infrastructure.	Adoption of final <i>Storm Water Management Plan</i>	●	Completed – Plan adopted by Council.
	Lobby for approval (Daniel Drive Project)	●	Completed – Lobbying efforts of Council successful.
	Daniel Drive Phase 1 Project: <ul style="list-style-type: none"> ➤ Design & Tender Preparation ➤ Award Tender ➤ Construction 	● ● ●	- Completed – Design & Tender - Completed – Tender Awarded to Monteith's. - Construction completed
	Council approval to update <i>Specifications for Developers</i> document.	●	Council approved funding for the document update.
	Collaborate on document (<i>Specs for Developers</i>) review.	▲	This project was delayed due to Rob's focus on priority projects. He and John have discussed how to proceed from the work Rob has completed to date and will meet early in January 2019 to move the project forward.
3.2 To complete the Tier One priority projects as identified in the Storm Water Management Plan	Sunrise Estates Drive / Lark Street Culvert Replacements; <ul style="list-style-type: none"> ➤ Design & Tender Preparation ➤ Award Tender ➤ Construction 	● ● ●	Completed – Culvert Replacement Project completed in 2017.
	Bismark Street Storm Sewer Upgrade – Phase Two: <ul style="list-style-type: none"> ➤ Design & Tender Preparations ➤ Award Tender ➤ Construction 	● ▲ ▲	- Completed – Tender has been prepared. - Tender will be issued early in new year. - Construction to follow tender award.
	Bismark Street Storm Sewer Upgrade – Phase Three: <ul style="list-style-type: none"> ➤ Approval of Council ➤ Design & Tender Preparations ➤ Award Tender ➤ Construction 	▲	Phase Two and Three will be completed together as one project.
4.1 To ensure wastewater system has capacity for new developments.	Develop Wastewater System Master Plan	▲	A draft plan was reviewed by Council and Rockland is working with WSP to finalize the document.
5.1 To keep New Maryland a community of choice.	To prepare a business case in conjunction with the annual budget re how the tax base and tax rate needs to support enhanced or existing services.	●	Completed & Continuous – Completed in the 2018 Budget Public Information Summary document (and will be completed annually with budget reports).
5.2 To ensure the tax rate adequately sustains and supports services to be delivered.	Measures the increase in the tax base.	●	Completed & Continuous – Completed annually with the Budget process.

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	Measure the new number of residential units.	●	Completed & Continuous – Completed in the annual building permit report summary.
	Measure percentage of budget derived from fiscal services.	●	Completed & Continuous – Completed annually with the Budget process.
	Measure percentage of budget comprised of provincial downloading.	●	Completed annually with the budget process.
	Track funding agreements to show value for money (part of budget process).	●	Completed & Continuous – Completed with the 2018 Budget process & with annual budget.
5.3 To ensure operational efficiency	Leverage opportunities to generate alternative revenue sources	▲	On-going by department heads with each budget process.
	Advance a culture of continuous improvements to achieve operational efficiencies.	▲	Training & development is ongoing. Capacity issues will need further investigation.
5.4 To increase awareness of Capital Expenditure forecasts and needs.	Present an annual evaluation of the 5-year Capital budget plan	●	Completed & Continuous – Focus shifts a bit with the Asset Management Process and we look at more than 5 years.
6.1 Healthier/happier residents with a high quality of life	Upgrades to existing facilities and equipment (yearly review)	●	Centennial Park & Shaw Park equipment installed. Reviewed annually with budget process.
	Park in Castle Acres	▲	Negotiations with land owner unsuccessful to date.
	Explore feasibility of a trail between NMES and NM Centre.	●	Completed – Investigative work was undertaken via a site walk and contact with property owners.
	Develop Trail	★	Status uncertain due to lack of interest from property owners, cost, security issues, etc.
	Develop a strategy toward becoming an Age-Friendly Community.	●	- Completed – Determined strategy & formed ad hoc committee.
	Present strategy to Council	●	- Completed – Council struck the ad hoc committee.
	Implement Action Plan	▲	- Seniors Advisory Committee overseeing implementation of items in the Action Plan.
	Assess Village of New Maryland demographics from Stats Canada to better understand the types of activities and programs most appropriate to offer residents.	●	Completed – Stats Canada and senior's survey data confirms stats for youth and seniors.
	Continue to monitor speed radar reports	●	Speed radar data is continuously gathered and monitored monthly.
7.1 To encourage and support community growth in keeping with the Municipal Plan.	Assess changes in <i>Municipalities Act</i> to determine how VONM will promote or entice new development.	●	Completed – reviewed new <i>Local Governance Act</i> with Council relating to Economic Development.

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	Develop a housing needs assessment and fact sheet to identify need and potential for senior housing and other higher density development for review by Council.		Completed – Document was prepared and presented to Council.
	Encourage Council’s continued support of regional economic development strategies and participation in organizations that promote economic development.		Council representation on RSC 11 Board, Ignite Fredericton Board and members of the Fredericton Chamber of Commerce.
	Review of high density proposal concept(s) of Forbes property previously presented to Council in March 2012.		Completed – Previous concepts were reviewed with Council.
	Solicit expressions of interest for development of Forbes property as a higher density development.		REI was issued with no response, however currently working with developer. Council budgeted funds to improve infrastructure needed to develop front portion of property and Bradshaw Drive project will be completed early in 2019.
8.1 To promote a green and energy efficient community that is resilient to climate change.	Compile a community climate change strategy to identify, monitor and track progress re: local impacts associated with climate change (Municipal Plan By-law 1.8)		Contract was awarded to Stantec and project is underway for the Climate Change Adaptation Strategy report.
8.2 To ensure policies and activities take into consideration issues of climate change, energy efficiency and water conservation.	Installation of solar panels at the NM Centre		Completed – Solar panels were installed.
	Promote public education on solar energy efficiency programs & trends.		Videos and links have been posted to our website and promotional will be ongoing through the Climate Change Adaptation Strategy project.
	Implement energy efficiency upgrades to municipal office and facilities.		Completed: solar panels installed on NM Centre, heat pump & new windows installed at Victoria Hall, Village office lights changed to motion sensors & hot water tank size reduced.
	Amend Terms of Reference of SERC to include energy efficiency initiatives.	n/a	n/a – SERC has completed their mandate and staff have taken on responsibilities for energy efficiency initiatives.
8.3 To ensure the Village serves as a role model to residents on issues of efficient energy use and water consumption practices.	Hold public forums on climate change, energy efficiency and water conservation.		Public meeting(s) were held as part of the Climate Change Adaptation Strategy and we will continue to solicit input from the public.
9.1 To ensure customer focused service to residents.	Assess and change if applicable the method of invoicing.		Completed – Invoicing method improved with software.

OBJECTIVE	ACTIVITY	STATUS	COMMENTS
	Promote focus on customer service through new Position Profiles.		Completed – New position profiles were completed, and core competencies focused on customer service were reiterated with staff. Lunch & Learns hosted on dealing with Intergenerational residents and Customer Relations.
	Evaluate programs for effectiveness.		Completed & Continuous - Programs are evaluated annually by Department Heads in preparation for the budget process.
	Continue to promote public forums through social media, e-news list, flyers, utility billing, Community Bulletin Board, etc.		Completed & Continuous – Our public events and services have been and continue to be promoted via the options noted.
	Promote Council meetings on Social Media		Completed & Continuous – The Council meetings have been promoted and the agenda shared for formal Council meetings. The meetings are also broadcast on Rogers TV. These practices will continue.
	Promote events and activities on the Mayor’s Note pad on the website.		Completed & Continuous – The Mayor provides updates as she deems necessary.
	Make use of complaints/comments to assess areas for effective improvements.		Completed & Continuous – Our public works reporting system is used to assess the complaints /comments to identify areas for effective improvements.
10.1 To encourage a positive work environment between Council and Staff.	Continue support of training and development.		Completed & Continuous – Council continues to approve training & development funds and opportunities for staff.
	Review HR Policy Manual to ensure adequate benefits for staff.		Completed & Continuous – Manual is reviewed on a regular basis and amendments recommended to Council. Amendments in 2017 and May 2018 were approved by Council.
	Engage HR Consultant to promote productive and positive relations and teambuilding with Council and Senior Staff		Completed – Council hired Yves Gagnon to undertake a review of Council-Senior Staff relations.
	Engage HR Specialist for scheduled salary review		Completed – Gerald Walsh Associates performed the salary review in 2018 and the new Compensation Scale was adopted by Council.
	Organize Team Building Event for Council and Staff		A team building event needs to be scheduled for Council and Staff. Plan for early 2019.

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	Organize Lunch & Learns for Council and Staff		Lunch & Learns to date have been staff-only sessions but Council will be invited to future sessions. The session hosted on 14 May 2018 was presented by Elaine LeClerc on “Providing Great Service”.
	Organize Summer Team Building event for staff.		Completed & Continuous – we host an event each summer.
	Schedule Annual Climate Survey		Completed & Continuous – Annual Climate Survey was completed in 2018 and is scheduled for September 2019.
	Organize CAO/Council meeting to discuss how the two can work more effectively and efficiently together building on the HR Consultant’s recommendations.		Improved relations are ongoing.

Cynthia Geldart

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 CAO/Clerk