

**VILLAGE OF NEW MARYLAND
COUNCIL
15 July 2020
New Maryland Centre**

Present: Mayor Judy Wilson-Shee
Deputy Mayor Alex Scholten
Councillor Paul LeBlanc
Councillor Gisèle McCaie-Burke
Councillor Mike Pope (via Skype)
Councillor Tim Scammell

Also Present: Assistant Clerk Karen Taylor
Fire Chief Harry Farrell

Regrets: Chief Administrative Officer/Clerk Cynthia Geldart

1. CALL TO ORDER

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

2. APPROVAL OF THE AGENDA

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

3. APPROVAL OF THE MINUTES

MOVED BY Deputy Mayor Alex Scholten and **seconded by** Councillor Tim Scammell to approve the minutes of the 17 June 2020 regular session of Council as circulated.
MOTION CARRIED UNANIMOUSLY.

4. DISCLOSURE OF INTEREST

No disclosures of interest were declared.

5. PRESENTATIONS

No presentations were made.

6. PROCLAMATIONS

No proclamations were read.

7. CORRESPONDENCE

The following correspondence was read into the record by the Assistant Clerk, Karen Taylor, as per the request of Mayor Judy Wilson-Shee:

- a letter from the Canadian Red Cross regarding their recruitment campaign to build a humanitarian workforce of 1,000 individuals to work in long-term care homes in support of the Government of Quebec;
- a bulletin from the Union of Municipalities of New Brunswick; and
- notification from the New Brunswick Association for Community Living that their virtual Annual

General Meeting will be held on September 25, 2020 and will include their renewed 2020-2025 Strategic Plan.

8. MAYOR'S COMMENTS

Mayor Judy Wilson-Shee provided an update on the meetings and social events that she attended since the last Council meeting, and noted that all meetings were attended either online or through video-conferencing platforms unless otherwise stated:

June 18th – the ‘50 Shades of Beige’ event which focused on cross-cultural communication and the key points that managing diversity drives profitability, leads to innovation and promotes an inspiring workplace culture;

June 25th – Annual General Meeting (AGM) of the Fredericton Chamber of Commerce;

June 25th - Regional Service Commission (RSC) 11 Board meeting;

July 1st – Canada Day ‘Reverse Parade’ hosted by the New Maryland Lions Club; Mayor Wilson-Shee noted that she accompanied MLA Jeff Carr who was one of the judges, and the other judge, Lion Fonda French was accompanied by Lion Lynn MacKay; Mayor Wilson-Shee commented that the displays were excellent and a bicycle parade was led by a parent who played the bagpipes; she also expressed her thanks to everyone who participated;

July 2nd – Change of Command ceremony at Base Gagetown for the incoming Commander, Colonel Dwayne Parsons who was welcomed by the outgoing Commander, Brigadier-General Keith Osmond;

July 8th – meeting with CAO Cynthia Geldart, Public Works Supervisor Rockland Miller and local resident Roger Coté to discuss his proposed project; and

July 9th – Public Open House regarding the Environmental Impact Assessment (EIA) for the Sunrise Wellfield Development which was held at the New Maryland Centre; Mayor Wilson-Shee explained that a 10-page pamphlet was handed out to attendees which reflected the same information that was printed on large boards and placed on easels around the perimeter of the hall; John McKinney and Stephen Pyke from WSP, Kent Wiesel from BGC, Village staff and members of Council were stationed at each easel to answer questions posed by members of the public; Mayor Wilson-Shee stated that those who missed the meeting can obtain a copy of the pamphlet from the Village website or at the Village office, and that the deadline for submitting completed comment sheets is August 6th.

10. COMMENTS BY MEMBERS OF COUNCIL

Members of Council presented updates for the meetings and social events they attended since the last Council meeting.

Deputy Mayor Alex Scholten

Deputy Mayor Scholten explained that he attended all of the meetings by videoconferencing.

June 18th, 23rd, 30th and July 13th - Ignite Fredericton Executive Zoom call to discuss the impact of the COVID-19 pandemic on Ignite Fredericton operational activities and construction of the new Cybersecurity building on Knowledge Park Drive; Deputy Mayor Scholten noted that the keys to the building will be turned over to Ignite Fredericton this week;

June 22nd, 29th, July 6th and July 13th - Fredericton Local Immigration Partnership Zoom meetings, at which the impacts of the COVID-19 pandemic on newcomers to the City and what could be done to assist them was discussed;

July 8th - Zoom meeting with Union of Municipalities of New Brunswick Executive Director Margot Cragg to discuss the upcoming Annual General Meeting and a group buying program for municipalities and municipal associations in New Brunswick;

July 9th - Village of New Maryland EIA Wellfield Open House at the New Maryland Centre which was attended by over 40 members of the community and concerned citizens who provided their comments and questions; and

July 15th - Ignite Fredericton / Knowledge Park Executive Zoom call to discuss matters in advance of next week's Board meeting; Deputy Mayor Scholten remarked that at the next meeting the topics of support programs for businesses impacted by COVID-19, support for newcomers and the SEED loan program will be discussed, and that he and Councillor Pope plan to discuss these matters in more detail following next week's Board meeting.

11. PLANNING ADVISORY COMMITTEE

Councillor Mike Pope provided an update from the Planning Advisory Committee.

- The Planning Advisory Committee (PAC) met last on the evening of July 6, 2020 for the conduct of their regular meeting.
- At the July 6th meeting, the Committee reviewed and discussed the June 2020 Building Permit Report which noted 37 permits having been issued with \$552,105 in estimated value of construction and \$4,604 in permit fee revenue for the month. The year-to-date totals include 71 building permits, over \$2.1 million dollars in construction value and just over \$16,000 in permit fee revenues.
- During the meeting, the Committee was tasked with the annual election of their Chairperson and Vice-Chairperson. Julie Clarke was re-elected as Chairperson, and Sam McEwan was elected as Vice-Chairperson. Staff have provided the necessary resolutions for adoption by Council to ratify the Chairperson and Vice-Chairperson appointments at this evening's Council meeting.
- The Committee reviewed and denied a variance application for 142 Sprucewood Drive which requested permission to install a second driveway for the purpose of parking a recreational vehicle. The meeting was attended by the applicants and a neighbouring property owner in opposition of the variance request.
- The Committee reviewed and approved a variance application for 38 Doherty Street regarding a stairway and landing that was constructed within a portion of the required side yard setback area.
- Staff provided the Committee with information in relation to the proposed rezoning of lands for commercial/light industrial use in the Rural Community of Hanwell, near the northwest corner of the Village limits. Staff advised the Committee that they will be consulting further with the Public Works Department, the Village Engineer and will be confirming with Council the contents of a letter of response to be forwarded to the Regional Service Commission 11 (RSC 11). Staff also advised the Committee that they will also remain in contact with the RSC 11 to stay informed on the status of the file as dates are set for any public presentation or public hearing in relation to the application, and that further updates to the Committee and Council would be provided.

MOVED BY Councillor Mike Pope and **seconded by** Councillor Gisèle McCaie-Burke the adoption of this report. **MOTION CARRIED UNANIMOUSLY.**

► **MOVED BY** Councillor Mike Pope and **seconded by** Councillor Tim Scammell the following resolution of Council:

Be It Resolved That the Council for the Village of New Maryland appoints Julie Clarke as Chairperson of the Planning Advisory Committee for a period of one (1) year, as per Section 6(2) of the *New Brunswick Community Planning Act*, with such term to expire on June 16, 2021.

MOTION CARRIED UNANIMOUSLY.

► **MOVED BY** Councillor Mike Pope and **seconded by** Deputy Mayor Alex Scholten the following resolution of Council:

Be It Resolved That the Council for the Village of New Maryland appoints Sam McEwan as Vice-Chairperson of the Planning Advisory Committee for a period of one (1) year, as per Section 6(2) of the *New Brunswick Community Planning Act*, with such term to expire on June 16, 2021.

MOTION CARRIED UNANIMOUSLY.

11. EMERGENCY RESPONSE PLAN COMMITTEE

No report was presented.

12. PROJECT REPORTS AND UPDATES

(i) Recreation Department:

Deputy Mayor Alex Scholten presented an update from the Recreation Department.

- Day Camp has reached the half-way point as of this week and so far, staff and campers have been having an excellent summer. With the ever-changing provincial guidelines, the fourth update to the Day Camp Operational Plan has recently been completed. Staff, parents, and campers have all been very patient and supportive of the additional rules and regulations. Staff are committed to following all health and safety protocols for the program and keeping counsellors and campers safe. A special thank you to Nancy St. Croix who has been assisting with daily cleaning and sanitizing responsibilities at the New Maryland Centre.
- The New Maryland Baseball program began practices on the week of June 22nd and games started last week. The addition of the Shaw Park ballfield has been well received by coaches and parents, and staff have observed a lot of use during the day as well. It is great to see that area of the park being repurposed. The Athletic Park peewee and bantam ballfields are also being used throughout the week, in addition to the New Maryland Centre ballfield for practices. This year, 109 players registered in the baseball program. Although this number is lower than in 2019 (143), New Maryland Baseball is very pleased with the participation levels, especially given the later start to the season and the COVID-19 safety requirements.
- The last spot in the Community Garden was reserved in late June and the garden is now at capacity (28 plots). This year is the busiest the community garden has been since its inception. Staff would like to mention that several New Maryland residents have also planted gardens and raised garden beds on properties throughout the Village, as well as at the school, and some of the local daycares as well. It is great to see so much interest in gardening this year.
- Once the baseball association confirmed that they would be playing this year, one of our summer students from the Recreation Maintenance crew was brought back and began working with the crew on Monday, June 22nd, which was the same week that baseball started. Although the crew is still one student short from previous years, they have been doing well managing the work. News was received this week that one of our summer students has been hired for a full-time position and will be leaving us at the end of the month. Staff are currently working on a plan for August.
- It has been another productive month for the Recreation Maintenance staff. The batter's cage was installed in Athletic Park, several new swing seats and chains have been installed in several Village parks, and a busy baseball schedule, as well as regular mowing, trails and park maintenance, and of course, extensive watering and monitoring of the community garden water sources have kept staff busy. Deputy Mayor Scholten commented on how lovely the flower beds

- look.
- The site work at the new Public Works/Recreation Operations Building is well underway and staff are excited to see this project progressing, with a plan to move into the completed structure by late fall.

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

(ii) Public Works Department:

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

- Village staff investigated 12 Public Works Reports for the month of June. The reports were inquiries for culvert repair/replacement, pothole repair, and tree trimming or removal.
- The site work preparation for the new Public Works/Recreation Operations Building is expected to be ready for building construction within the next couple of weeks. The preparations at 492 New Maryland Highway include clearing, grading, construction of a stormwater attenuation pond, installation of new water, sanitary and storm sewer lines as well as asphalt paving.
- The upgrades to Alban Street included replacing the sanitary sewer main line, installing a new water main, storm main, curb and gutter, sidewalks, and new asphalt pavement along Alban Street from Daniel Drive to Centennial Gardens subdivision, and they are nearing completion. The pipe installation and road base are completed. Asphalt and landscaping are expected to be completed in the next couple weeks.
- Monteith's Underground Services plans to replace 13 culverts, reset one culvert, remove the hump from four driveways and lower the Lantern Lane culvert within the next couple of weeks.
- The Village of New Maryland is requesting that residents take all necessary steps to avoid non-essential water use. Water consumption during this current period of hot, dry weather is reaching non-sustainable levels and it is critical that everyone, whether you are on municipal water or a private well owner, works together to ensure that the Village's safe and reliable water supply is maintained. Lack of rainfall along with extreme high temperatures and people spending more time at home have combined to create a situation where consumption levels have risen significantly over the past few weeks. Please visit the Village's website for information about ways to conserve water.

MOVED BY Councillor Tim Scammell and **seconded by** Councillor Gisèle McCaie-Burke the adoption of this report. **MOTION CARRIED UNANIMOUSLY.**

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

Be It Resolved That pursuant to sections 10 and 15 of the *Local Governance Act*, S.N.B. 2017, C.18, and amendments thereto, the Council for the Village of New Maryland commence the necessary readings to enact *By-Law No. 42-2020, A By-law Relating to the Water and Sewer Systems*.
Discussion:

Councillor Scammell explained that subsequent to previous discussions with Council, senior staff have prepared amendments to By-law No. 42 to more clearly define the Village Engineer's and Public Works Supervisor's role in determining the necessity of backwater valve installations for new building constructions in instances where they are not otherwise required via the National Plumbing Code. Senior staff have also seized the opportunity to incorporate additional minor revisions to

promote clarity and improve formatting. **MOTION CARRIED UNANIMOUSLY.**

(iii) New Maryland Fire Department:

Chief Farrell reported that during the months of April, May and June 2020 a total of 27 calls for service were received. In 2019, during the same period, a total of eight calls were received. Of the 27 calls received, 12 were inside the Village and 15 were outside Village limits. Firefighting hours for this quarter totaled 190 and year-to-date firefighting hours totaled 367. The four most common types of calls received to date were fire alarms (8), power lines and pole fires (4) vehicles accidents (3) and medical assistance (3).

MOVED BY Councillor Paul LeBlanc **seconded by** Councillor Tim Scammell the adoption of Chief Farrell's quarterly report.

Discussion:

Deputy Mayor Scholten thanked Chief Farrell and his volunteer firefighters for their continued service, and noted that it is obvious the department has been busy over the past few months.

MOTION CARRIED UNANIMOUSLY.

(iv) Finance Department

No report was presented from the Finance Department.

(v) Administration Department:

No report was presented from the Administration Department.

► **MOVED BY** Councillor Gisèle McCaie-Burke and **seconded by** Councillor 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 Chief Administrative Officer/Clerk, adopt the FCM Conference Attendance Policy as attached hereto.

Discussion:

Councillor McCaie-Burke stated that the need for a policy that will provide guidance for Council members' attendance at the Federation of Canadian Municipalities (FCM) Conferences was discussed at the February 12, 2020 Council-In-Committee (CIC) meeting. Council requested that the Chief Administrative Officer/Clerk prepare a draft policy which addresses the topics of attendance, wage reimbursement, forms of travel, and the reimbursement for general costs associated with attending the conference. The draft policy was reviewed by Council at the June 10, 2020 Council-In-Committee meeting. During the discussion of the draft policy, it was noted that the Village encourages members of Council to attend conferences, training courses and workshops in order to network with national colleagues, and further develop their skills and knowledge regarding municipal leadership. It was also felt that attendance at the annual FCM Conference is particularly beneficial for members of Council as the guest speakers are often federal officials who are able to share updates and information from a national perspective. The final version of the draft policy was presented and approved at the June 24, 2020 CIC meeting and Council agreed that the motion to adopt the policy should be brought forward at this evening's Council meeting.

MOTION CARRIED UNANIMOUSLY.

(vi) **Seniors Advisory Committee:**

No report was presented from the Seniors Advisory Committee.

14. APPROVAL OF THE TREASURER'S REPORTS

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

Be It Resolved That the Treasurer's Report be adopted as follows:

Payments made in the month of June 2020:

- from the General Operating account by cheques and direct payments \$1,092,973.57 (*One Million, Ninety-Two Thousand, Nine Hundred and Seventy-Three Dollars and Fifty-Seven Cents*);
- from the Water & Sewer Operating account \$181,593.82 (*One Hundred and Eighty-One Thousand, Five Hundred and Ninety-Three Dollars and Eighty-Two Cents*);
- from the General Capital account \$186,183.43 (*One Hundred and Eighty-Six Thousand, One Hundred and Eighty-Three Dollars and Forty-Three Cents*); and
- from the Water & Sewer Capital account \$1,928.80 (*One Thousand, Nine Hundred and Twenty-Eight Dollars and Eighty Cents*).

Discussion:

Deputy Mayor Scholten remarked that the adoption of the Treasurer's monthly report fulfills a municipal requirement under provincial legislation. **MOTION CARRIED UNANIMOUSLY.**

14. PUBLIC INPUT / INQUIRIES

There were no members of the public in attendance to provide input or make inquiries.

15. NEW BUSINESS

First and Second Readings of By-law No. 42-2020

MOVED BY Councillor Paul LeBlanc and **seconded by** Councillor Tim Scammell to read By-law No. 42-2020, a By-law Relating to the Water and Sewer Systems, for the first time, this reading by title only.

Discussion:

Councillor LeBlanc stated that although he is making the motions for the first and second readings of the By-law, he has reservations regarding the proposed changes to the By-law that he would like to make known. He remarked that the most common type of damages that insurance companies deal with are sewer back-up and water damage, and he added that he would like to know what insurance companies would think about the proposed amendment to the By-law regarding the installation of backwater valves. When most home insurance policies are renewed, one of the first questions asked on the renewal form is whether or not a backflow preventer has been installed on the home's sanitary sewer system. Councillor LeBlanc also stated that he would like to know what the Village's insurance provider would think about the proposed amendment to the By-law regarding the installation of backwater valves. He added that if Council is going to agree to proceed with the proposed changes, the decision as to whether a connection to a sanitary sewer or storm sewer on any building must have a backwater valve installed on the building drain should not be at the discretion of Village staff. Additionally, there should be very strict guidelines in place that must be met before the decision is made that the installation of a backwater valve is not necessary. Councillor LeBlanc concluded by saying that he does not want to see a situation where a decision made by a staff member causes consequences for the Village in the future.

MOTION CARRIED UNANIMOUSLY.

Councillor LeBlanc read By-law No. 42-2020, a By-law Relating to the Water and Sewer Systems, for the first time by title only.

MOVED BY Councillor Paul LeBlanc and **seconded by** Councillor Gisèle McCaie-Burke to read By-law No. 42-2020, a By-law Relating to the Water and Sewer Systems, for the second time, this reading by title only.

Discussion:

Councillor LeBlanc commented that there is time to make adjustments to the proposed amendments to the By-law before the third and final readings to enact the By-law are made.

MOTION CARRIED UNANIMOUSLY.

Councillor LeBlanc read By-law No. 42-2020, a By-law Relating to the Water and Sewer Systems, for the second time by title only.

16. DATE, TIME AND LOCATION OF NEXT MEETING

The next regular session of Council is scheduled for Wednesday, 19 August 2020 at 7:30 pm at the New Maryland Centre.

17. MOTION FOR ADJOURNMENT

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

The meeting adjourned at 7:55 pm.

Respectfully submitted,

Karen Taylor
Assistant Clerk

Judy Wilson-Shee
Mayor