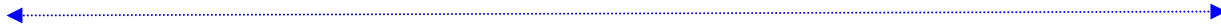


*Village of New Maryland*  
*Council*  
**17 February 2021**

**Present:** Mayor Judy Wilson-Shee                      Deputy Mayor Alex Scholten  
              Councillor Paul LeBlanc                      Councillor Mike Pope  
              Councillor Tim Scammell                      CAO/Clerk Cynthia Geldart

Assistant Clerk Diane Henderson



**1. Call to Order**

Mayor Judy Wilson-Shee called the meeting to order at 7:30 p.m.

**2. Approval of the Agenda**

**MOVED BY** Deputy Mayor Alex Scholten and **seconded by** Councillor Tim Scammell that item 12.(v) Administration (CAO/Clerk's Office) be removed from the agenda as Mayor Wilson-Shee will address this item in her comments under item 9 of the agenda. **MOTION CARRIED.**

**3. Approval of the Minutes**

**MOVED BY** Deputy Mayor Alex Scholten and **seconded by** Councillor Mike Pope that the minutes of the 20 January 2021 regular session of Council be approved as circulated. **MOTION CARRIED.**

**4. Disclosure of Interest**

No Disclosures of Interest were declared.

**5. Presentations:**

No Presentations were made.

**6. Proclamations**

No Proclamations were brought forward.

**7. Correspondence**

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

- notification to the Chief Electoral Officer of the vacancy on Council declared on January 20<sup>th</sup>;
- information from Lynwood Strategies Inc. concerning the future of air service at the Fredericton Airport; and
- reminder that the virtual State of the Province Address was rescheduled to February 10<sup>th</sup>.

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

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

- January 26 - an interview with CBC and the Daily Gleaner concerning vandalism to one of the bridges on the walking trail behind the New Maryland Centre (NMC);
- January 27 - meeting via Microsoft Teams regarding municipal reform hosted by Minister Allain; (*Acting Deputy Minister Ryan Donaghy and several Mayors also attended*); Mayor Wilson-Shee expressed her appreciation to MLA Jeff Carr for bringing this meeting to her attention;
- February 1 – New Maryland Heritage Association (NMHA) Zoom meeting; (*Councillor Scammell also attended*);
- February 2 - RSC 11 monthly board meeting held via Zoom;
- February 10 - a roundtable meeting hosted by the Honourable Maryam Monsef, Minister for Women and Gender Equality and Rural Economic Development and René Arsenault, Parliamentary Secretary; various Mayors attended, including the Mayors from the Town of St. Stephen and the Village of St. Martins; each Mayor was asked to provide an update on the provincial Safe Restart Program; Mayor Wilson-Shee stated that she was pleased to report under Phase 3 of the program and based on a per capita allocation, the Village received \$226,589.56 (*two hundred, twenty-six thousand, five hundred and eight-nine dollars and fifty-six cents*); Council will look at the spending criteria and determine the most effective use of these funds for our community;
- February 10 - Staff of the Village Office were honoured to host the Virtual Announcement of 4 (four) Rural Infrastructure Projects for funding approval, including the Sunrise Wellfield Development Project, through the Canada-New Brunswick Integrated Bilateral Agreement for Investing in Canada Infrastructure Program; this funding stream provides the Village with a contribution of 93% of the total project funds from the federal and provincial levels of government; our share of the project costs will come from the Village's Water and Sewer Capital Reserve since general funds (property tax) cannot be used to finance the water system; Mayor Wilson-Shee offered her sincere gratitude for the support received from our MLA Jeff Carr, Member of Parliament Jenica Atwin and various provincial and federal Ministers; (*Deputy Minister Scholten and senior members of staff also attended the Virtual Announcement*); Mayor Wilson-Shee thanked Cynthia Geldart, CAO for looking after the detailed preparations that were involved in hosting the Virtual Announcement and also thanked senior staff for their involvement and the teamwork that made this even successful;
- February 10 - Premiere Higgs' Virtual State of the Province Address;
- February 13 - Union of Municipalities of New Brunswick (UMNB) Zones 1 and 5 meetings regarding municipal reform and the review and engagement process; (*Margot Cragg, ED and Deputy Mayor Scholten, UMNB President, Councillor Scammell and CAO, Cynthia Geldard also attended as well as Ryan Donaghy, Acting Deputy Minister who attended for the first thirty minutes*). Mayor Wilson-Shee commented that this meeting was rescheduled from February 07th to February 13th, the Family Day long weekend. Her grandchildren were with her for Family Day and she remarked on their patience while she participated in the meeting; and
- Mayor Wilson-Shee took the opportunity to remind pet owners that they should not leave their pets outside for extended periods in the extreme cold weather, that pets must be on a leash when off the owner's property, and that pet owners are responsible to pick up after their pets.

## **9. Comments by Members of Council**

Deputy Mayor Alex Scholten attended the following meetings and/or events:

- January 22 - Zoom call with members of the UMN B Municipal Reform Committee to discuss the upcoming Ministry of Local Government and Local Government Reform consultations with stakeholders regarding municipal reform initiatives in the province;
- January 25 - Ignite Fredericton/Knowledge Park Executive Committee Zoom meeting;
- January 27 - Ignite Fredericton/Knowledge Park Directors' Zoom meeting;
- February 2 - the first of 5 (five) Zone meetings with UMN B members and Local Government and Local Government Reform Minister Daniel Allain and Acting Deputy Minister Ryan Donaghy to discuss the engagement process the department has established to allow stakeholders the opportunity to weigh in on municipal reform in the province; the other Zone calls took place on February 4<sup>th</sup>, 6<sup>th</sup>, 11<sup>th</sup> and 13<sup>th</sup>;
- February 8 - Zoom meeting with representatives from the Phoenix Learning Centre;
- February 10 - Virtual Announcement with federal and provincial Ministers to hear the formal funding announcement of the Village's new municipal well water development project; and
- February 11 - UMN B Annual General Meeting (AGM) Committee Zoom meeting to discuss plans for UMN B's annual member conference and AGM scheduled for October 1-3, 2021, at the Delta Hotel in Fredericton.

Councillor Mike Pope attended the following meetings and/or events:

- January 27 - Ignite Fredericton / Knowledge Park Directors' Zoom meeting; and
- February 10 - Virtual Announcement of funding for our Sunrise Wellfield Development Project. Councillor Pope commented that it is very exciting to finally see this funding come through for our community. He noted that Council had been working on this project for many years before he joined Council in 2014 and to finally see the funding come through in the amount that has been approved is a big day for this community.

Mayor Wilson-Shee commented that it is an exciting time for Council and mentioned that Councillor Paul LeBlanc has been on Council since we began wellfield exploration over 15 years ago, and she also remarked that the late former Mayor Frank Dunn would be very pleased with our success.

## **10. Planning Advisory Committee (PAC)**

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

The Planning Advisory Committee (PAC) met last on the evening of Monday, February 1, 2021, for the conduct of their regular meeting. Due to the lack of new business on the committee agenda the January meeting was cancelled.

At the February meeting the committee reviewed and discussed the December 2020 Building Permit Summary Report. The report for December noted 1 (one) permit having been issued for a window replacement project.

Staff had also presented to the committee the Annual Building Permit Summary Report for 2020.

A total of 136 (one hundred thirty-six) building permits had been issued to the end of December with a total estimated value of construction of \$6.4 million, (*six million, four hundred thousand dollars*) and just over \$47,000 (*forty-seven thousand dollars*) in fees collected. There was approximately a \$2 million (*two million dollars*) increase in the total value of construction compared to activity in 2019.

Highlights for 2020 included an increase in residential new home construction comprising of single-family dwellings and multi-unit garden homes. Other notable activity included an increase in residential and commercial renovation projects, construction of a new multi-unit self-storage facility, and a much-needed municipal operations building for the Village Public Works and Recreation Departments. Despite the extenuating social circumstances due to the COVID-19 pandemic, 2020 remained a progressive and productive year for construction and development in the Village.

The monthly building permit report for January 2021 noted 2 (two) permits having been issued with \$167,533 (*one hundred sixty-seven thousand, five hundred and thirty-three dollars*) in estimated value of construction and \$1,221 (*one thousand, two hundred and twenty-one dollars*) in permit fee revenue for the month.

The committee was briefed on the updated work plan and schedule for the Route 101 Urban Design Standards and Public Realm Guidelines project. A steering committee for the project will be comprised of senior staff, and members of PAC and Council. Staff explained that stakeholder and resident consultation will be a vital component to the project and that the final deliverable will influence future development along New Maryland Highway and will be an invaluable resource for Council, PAC, staff, developers, and builders.

Updates were provided to advise that minor amendments to the Subdivision, Building, and Zoning By-laws had been enacted by Village Council and that the documents had been filed with the Service New Brunswick Registry Office.

Councillor Pope noted that the committee approved the proposed PAC meeting schedule and application deadline dates for 2021, and staff discussed minor administrative amendments being considered for the PAC by-law. The edits would harmonize section references to the most current version of the *Community Planning Act*, consolidate prior amendments to the by-law, provide clarity on the committee's authority to adopt its own rules of conduct of its meetings, and clarify matters relating to committee composition. Staff advised that further details and discussion would be provided at the March committee meeting upon further review with Council.

**MOVED BY** Councillor Mike Pope and **seconded by** Councillor Tim Scammell the adoption of the February 2021 Planning Advisory Committee report. **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 Paul LeBlanc provided a summary of the Recreation & Leisure Services Department activities as prepared by the Recreation Coordinator.

According to the Weather Network, this past January was one of the mildest we have had in 40 plus years, which was enjoyable, but unfortunately not ideal for outdoor rinks. However, this past week with the colder temperatures and a good base of snow, work has resumed on our first outdoor rink. Just a reminder that once

the rink is open, we will post the information to our web site and social media, as well as update the community bulletin board.

With an emphasis on outdoor activities during the COVID-19 pandemic, this is a reminder that our nature trail behind the New Maryland Centre is available for walking and snowshoeing, and the sliding hill adjacent to Sunrise Park and the community garden is also a fun family option, with access from either the park or the access road to the garden.

Staff have been investigating a grant opportunity with the province for our Athletic Park Redevelopment Study. Although the study has been budgeted for 2021, if we are able to secure some funding it could potentially free up capital funds for additional trail improvements.

Councillor LeBlanc shared information that was provided from the PNM Zoomers regarding their monthly activities:

- there was no PNM Zoomers meeting held in February;
- monthly meetings are held the first Monday of the month at 10:00 a.m. via Zoom; their next meeting is scheduled for March 1<sup>st</sup>;
- all events are currently on hold until we return to yellow phase;
- line dancing has relocated to a larger facility in Fredericton;
- the PNM Zoomers are offering a scholarship for university and high school students enrolling in or enrolled in geriatric or related fields. Application forms are available on the Village website under “50 plus” and applications are due on June 1<sup>st</sup>;
- annual memberships are now due for 2021. Cost for membership this year is \$20.00 (*twenty dollars*); a reminder that membership forms can be found on the Village website under “50 plus”;
- PNM Zoomers prepare a monthly newsletter—it is currently only available online due to COVID-19 restrictions; and
- for more information on the PNM Zoomers activities, contact them via e-mail - [pnmzoomers@gmail.com](mailto:pnmzoomers@gmail.com).

Councillor LeBlanc concluded his report by explaining that the new tractor purchased for the department was delivered last month and staff have been putting it to good use keeping the Athletic Park pathways cleared, outdoor rinks prepared and various tasks completed throughout the Village.

**MOVED BY** Councillor Paul LeBlanc and **seconded by** Councillor Mike Pope the adoption of the Recreation and Leisure Services Department Report. **MOTION CARRIED.**

### **12(ii) Public Works Department Updates**

Councillor Tim Scammell provided updates for the month of February from the Public Works Department as prepared by the Public Works Supervisor.

Village staff investigated 9 (nine) Public Works Reports for the month of January 2021. The reports were inquiries from residents relating to snow clearing, recycling, water, and sewer issues. The reports are investigated to the satisfaction of residents and staff.

The new Public Works/Recreation Operations Building is now substantially complete. Staff have moved equipment into the building and are taking full advantage of the space for storage and servicing equipment after each outing.

A second large-diameter production well has recently been drilled and is in the process of being developed. During the development phase of the well, 18 (eighteen) municipal and private wells are being closely monitored. The wells are part of the new wellfield development which also include a water treatment facility, water supply and distribution mains, booster stations and pressure reducing valve stations. The project is expected to be completed in 2023.

The recent winter weather has provided frequent temperature fluctuations which creates slippery conditions. Motorists are reminded to allow extra time and greater stopping distances when slippery conditions may be present. Keep your speeds to the posted 40 km/hr speed limit and be mindful of pedestrians using crosswalks and walking along streets with no sidewalks.

Councillor Scammell 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 a.m. 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.

**MOVED BY** Councillor Tim Scammell and **seconded by** Deputy Mayor Alex Scholten the adoption of the Public Works Department Report. **MOTION CARRIED.**

#### **12.(iii) Finance Department**

Deputy Mayor Alex Scholten explained that he had a motion to bring forward regarding a transfer of funds and that all allocations to or from reserve funds require motions of Council as per the *Local Governance Act*.

As reviewed and approved by Council at the February 10, 2021, Council-In-Committee meeting, this transfer of funds from the Utility Operating Reserve Fund to the Utility Operating Fund is to cover costs incurred as a result of insurance claims dated back to 2014 and the outstanding deductible on those claims.

**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 Utility Operating Reserve Fund (Acct # 0626 1016-956) to the Utility Operating Fund (Acct # 0626 1014-176) the amount of \$5,931.50 (*five thousand, nine hundred and thirty-one dollars and fifty cents*). **MOTION CARRIED.**

#### **12.(iv) Development Services Department**

Councillor Mike Pope provided background information prepared by the Development Officer to introduce a motion.

In accordance with the New Brunswick *Community Planning Act*, the Assent of Council is required to be shown on a subdivision plan designating a services easement to be conveyed in favor of a local government.

In 2020 the Village Public Works Department took the opportunity to act on a number of its *Storm Water Management Master Plan* objectives with the installation of a new storm sewer inlet adjacent to the property at 29 MacIntosh Drive. The inlet was installed to receive surface runoff from a drainage swale and a stormwater attenuation area constructed by the property owner.

The proposed Local Government Services Easement shown on the attached plan will permit access by Village Public Works staff, to ensure proper function of the new drainage works. The easement will also preserve and protect the related drainage swale and attenuation area from any manner of future development that may hinder its purpose or performance. Subject to Council adopting the following resolution the Village Clerk and Development Officer propose to endorse the referenced plan and file it for registry with the Service New Brunswick Land Registration Office.

**MOVED BY** Councillor Mike Pope and **seconded by** Councillor Tim Scammell the following Resolution of Council: ***Be It Resolved That*** in accordance with Section 88 of the *Community Planning Act*, S.N.B. 2017, Chapter 19, and amendments thereto, the Council for the Village of New Maryland hereby Assent to the plan prepared by Eastern Land Surveys (1993) Ltd., dated December 12, 2020, and entitled “Amending Subdivision Plan – Applewood Acres Subdivision Phase 1 – Lots No. 1 – 71 showing Local Government Services Easement – 29 Macintosh Street, Village of New Maryland, County of York, Province of New Brunswick”. **MOTION CARRIED.**

### **13. Approval of the Treasurer’s Report**

Councillor Paul LeBlanc explained that the adoption of the Treasurer’s Report fulfills a municipal requirement under provincial legislation and introduced a motion to adopt the report.

**MOVED BY** Councillor Paul LeBlanc 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 January 2021: from the General Operating account by cheques and direct payments \$548,387.98, (*five hundred, forty-eight thousand, three hundred and eighty-seven dollars and ninety-eight cents*); from the Water & Sewer Operating account \$467,384.06, (*four hundred, sixty-seven thousand, three hundred and eighty-four dollars and six cents*); from the General Capital account \$94,049.77, (*ninety-four thousand, forty-nine dollars and seventy-seven cents*); and from the Water & Sewer Capital account \$48,236.20 (*forty-eight thousand, two hundred and thirty-six dollars and twenty cents*). **MOTION CARRIED.**

### **14. Public Input / Inquires**

There were no members of the public present.

### **15. New Business**

No new business items were brought forward.

### **16. Date, Time and Location of Next Meeting**

The next formal Council meeting is scheduled for Wednesday, 17 March 2021 at 7:30 p.m. with the location to be determined.

### **17. Motion for Adjournment**

**MOVED BY** Councillor Paul LeBlanc and **seconded by** Councillor Tim Scammell to adjourn the meeting. **MOTION CARRIED.**

The meeting adjourned at 7:54 p.m.

Respectfully submitted,

Diane Henderson  
Assistant Clerk

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Judy Wilson-Shee  
Mayor

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Cynthia Geldart  
CAO/Clerk