

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

<b>Present:</b>	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	

Special Guest Coach Brent Baker and invitees (*Agenda Items # 1 – 5*)



**1. Call to Order**

Mayor Judy Wilson-Shee called the meeting to order at 7:30 p.m. and shared a reminder that the Council meeting is video-recorded for broadcasting. Mayor Wilson-Shee also shared a special welcome to the attending guests.

**2. Approval of the Agenda**

**MOVED BY** Deputy Mayor Alex Scholten and seconded by Councillor Mike Pope that the agenda be approved as circulated. **MOTION CARRIED.**

**3. Approval of the Minutes**

**MOVED BY** Councillor Tim Scammell and **seconded by** Councillor Mike Pope that the minutes of the February 17, 2021, regular session of Council be approved as circulated. **MOTION CARRIED.**

**4. Disclosure of Interest**

No Disclosures of Interest were declared.

**5. Presentations: Presentation to Coach Brent Baker**

Mayor Judy Wilson-Shee presented Coach Brent Baker with a Certificate of Recognition for his Outstanding Achievements and Career Triumphs in the field of Varsity Basketball. Coach Baker is one of the region's top university basketball coaches of the past two decades and spent the last 13 years as Head Coach of the UNB REDS men's basketball team. Mayor Wilson-Shee recognized his significant number of outstanding achievements and successes over the years while playing and coaching basketball. His journey also led him to our community as a resident of New Maryland. On behalf of Council, staff and the community, Mayor Wilson-Shee offered Coach Baker healing and strength going forward.

**6. Proclamations:**

Mayor Judy Wilson-Shee proclaimed March as Kidney Month for the Village of New Maryland.

**7. Correspondence**

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

- a notification from the Department of Transportation and Infrastructure that our funding application through the Provincial Municipal Designated Highway Program has been denied again this year regarding the continuation of the Highway 101 Upgrades.

## **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:

- February 22 – a conversation with Larry Shaw, CEO, Ignite Fredericton, to discuss his presentation, Economic Development, to the RSC 11 Board members;
- February 23 – Lions Club meeting; guest speaker from Phoenix Centre shared information regarding the programs at the Centre and areas the Club may be able to help with;
- February 24 – received an email from Alex Pope who is a grade 8 student at Bliss Carman Middle School and the daughter of Councillor Mike Pope; her subject was, “I want to Vote”; Alex’s paper stated that she thinks the voting age in Canada should be lowered to the age of 16; Mayor Wilson-Shee commented that after doing some research on the topic she responded to Alex; the Mayor was very impressed to receive acknowledgment of her response from Alex;
- February 25 – Community Policing Committee; Mayor Wilson-Shee was introduced to Sgt. Grasman, who will now be attending meetings and giving the RCMP Report; Mayor Wilson-Shee mentioned that some New Maryland residents have concerns with drones flying too close to their homes; the RCMP recommended reporting such activity as they would then have record of the complaint on file;
- March 1 – PAC meeting by Zoom; there was a presentation on Urban Design Standards and Public Realm Guidelines presented by Upland Planning and Design;
- March 2 – RSC 11 monthly meeting; Larry Shaw, CEO, Ignite Fredericton gave a PowerPoint Presentation on the regional approach to economic development;
- March 3 – interview with a student journalist attending St. Thomas University and who resides in New Maryland; the subject was regarding drone sightings;
- March 10 – Zoom meeting regarding Fredericton’s new Conversations hosted by NB Multicultural Council; guest speakers talked about community building, immigration, housing challenges, racism and discrimination; during the Community Building session Mayor Wilson-Shee said she had the opportunity to thank former MP Matt DeCoursey for his role in securing funds from the Federal Government for the New Maryland Sunrise Wellfield Development Project; she also commented that there was an article in the Daily Gleaner, March 11, 2021, titled, “Lack of family housing an issue for newcomers, says expert”; (David Campbell, president of Jupia Consultants); and
- March 16 – meeting with the Lions Club; they will be hosting a Chili Drive-thru Dinner, in partnership with Fredericton High School (FHS), to be held on April 10, 2021; more information will follow when available.

Mayor Wilson-Shee wished everyone a happy St. Patrick’s Day.

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

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

- February 20 - chaired a Zoom Board of Directors meeting for the Union of Municipalities of New Brunswick (UMNB);
- February 23 - conference call with Larry Shaw, CEO, Ignite Fredericton to discuss Regional Economic Hubs and his presentation to RSC 11 on the advantages of creating such a hub in this region;
- February 23 - New Maryland Lions Club Zoom meeting;
- March 1 - Ignite Executive Committee Zoom call to discuss regional economic hubs;
- March 1 - telephone call with Margot Cragg, ED for UMNB to discuss upcoming Federation of Canadian Municipalities (FCM) Board and Committee Zoom meetings;

- March 4 - conference call with representatives from the Fredericton Local Immigration Partnership on efforts to support immigration in the region; Deputy Mayor Scholten commented that COVID-19 has had a serious impact on immigration over the past year, both attraction and retention and there is much to do as we move forward;
- March 9 – March 12 - the following FCM Board and committee meetings representing UMNB; March 9 - FCM Committee of the Whole and FCM Atlantic Region Caucus; March 11 - FCM Rural Caucus Forum; and March 12 - FCM Board of Directors Meeting; Deputy Mayor Alex Scholten commented that the FCM is the national voice for Canada’s local governments (over 2000 municipalities) and UMNB works closely with them on a number of important matters including the Federal Safe Restart Program, environmental sustainability programs, rural development and sustainability, and federal budget and taxation matters;
- March 12 - the second Municipal Reform Advisory Committee meeting with representatives from the 4 (four) municipal associations Regional Service Commissions, Local Service Districts and staff of the Department of Local Government and Local Government Reform including Acting Deputy Minister Ryan Donaghy; Deputy Mayor Scholten commented that a number of issues were discussed pertaining to municipal reform and the Green Paper the province will be releasing at the end of April; this will be followed by subcommittee meetings to discuss 4 (four) key areas: municipal finance, municipal structure, land use planning and municipal collaboration; all of these discussions are to provide input for the drafting of a White Paper which will be released in the fall that will identify this government’s proposed municipal reform legislation;
- March 13 - Dialogue NB Social Cohesion Ambassador Zoom call; Deputy Mayor Scholten explained that Dialogue NB seeks to create inclusive and accessible communities for everyone and the Social Ambassador program in the Fredericton region has been established to identify inclusion initiatives; Deputy Mayor Scholten noted that one of the things they are working on is to support the right of Permanent Residents to vote in municipal elections; these residents of the province pay taxes, contribute to our economy, operate businesses, employ people and act as employees; the campaign seeks to recognize these contributions as a fundamental reason for allowing Permanent Residents to vote in municipal elections; and
- March 16 - New Maryland Lions Club meeting at the New Maryland Centre (NMC); Deputy Mayor Scholten explained that plans were discussed for an upcoming chili-cook off fundraiser the club is hosting on April 10, 2021, in support of the Kat’s Kitchen Breakfast program and nutrition programs at the New Maryland Elementary School (NMES) and Bliss Carmen Middle School (BCMS); the event will also involve FHS Culinary Arts Program students who will be doing the cooking and promotion; Deputy Mayor Scholten commented that this is a fantastic opportunity for everyone to support these really important programs and that additional information will be shared in the near future.

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

Councillor Mike Pope provided an update from the Planning Advisory Committee (PAC). The Planning Advisory Committee met last on the evening of Monday, March 1, 2021, for the conduct of their regular meeting. The March meeting was held electronically via Zoom.

The PAC reviewed and discussed the February 2021 Building Permit Summary Report. The report noted 5 (five) permits having been issued for home renovation projects, sunroom additions and a swimming pool installation with approximately \$187,000 (*one hundred, eighty-seven thousand dollars*) in estimated value of construction and \$1,400 (*one thousand, four hundred dollars*) in permit fee revenue for the month.

Staff updated the committee regarding the ongoing review of possible changes to the Zoning By-law to provide greater clarity with respect to rooming house and boarding house occupancies in residential zones. Various aspects were discussed such as: the importance for the dwelling to be owner occupied, the definition of “family”, the maximum number of occupants that could be permitted to reside in a dwelling, enforcement provisions and consequences for situations of non-compliance. Staff advised that upon further research preliminary recommendations on by-law amendments would be presented for discussion at a future meeting.

Urban planners from Upland Planning and Design attended the PAC meeting to introduce the project objectives and work plan and to collect initial input from the committee with respect to each members’ own perceptions of, and vision for, New Maryland Highway. The presentation included photographs of streetscapes from various municipalities in the Atlantic region and PAC members provided input on the perceived merits and drawbacks of the various urban design examples. Ongoing engagement with the committee will be conducted at various stages of the project work plan.

Councillor Pope continued to explain that staff discussed draft amendments to the Planning Advisory Committee By-law which are proposed via the repeal and replacement of By-law No. 1. Amendments were proposed to harmonize the by-law with the most current version of the *Community Planning Act*, consolidate prior amendments, provide clarity on the committee’s authority to adopt its own rules of conduct for its meetings and to clarify matters relating to the committee composition. Staff advised that following further review with Council the committee would have an additional opportunity to comment on the amendments prior to formal adoption.

**MOVED BY** Councillor Mike Pope and **seconded by** Councillor Tim Scammell the adoption of the March 2021 Planning Advisory Committee report. **MOTION CARRIED.**

**MOVED BY** Councillor Mike Pope and **seconded by** Deputy Mayor Alex Scholten the following Resolution of Council: ***Be It Resolved That*** pursuant to the authority vested in the *New Brunswick Community Planning Act*, S.N.B. 2017, Chapter 19, and the *Local Governance Act*, S.N.B. 2017, Chapter 18, and respective amendments thereto, the Council for the Village of New Maryland commence the necessary readings to enact *By-law No. 01-2021, The Village of New Maryland Planning Advisory Committee By-law*; ***Be it Further Resolved That*** the Council for the Village of New Maryland formally request the views of the Planning Advisory Committee on the proposed enactment of By-law No. 01-2021, the Village of New Maryland Planning Advisory Committee By-law. **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 Tim Scammell provided a summary of the Recreation & Leisure Services Department activities as prepared by the Recreation Coordinator.

As of Thursday, March 10, 2021, the outdoor rink at Athletic Park has been open for 23 days. Staff were pleased to see that over March Break the outdoor rink was extremely busy and it continues to be well used.

Staff will do their best to maintain the rink as long as the weather permits. In addition, the sliding hill adjacent to the Sunrise Estates Park has been very popular throughout the past month.

The Village's summer student positions have been advertised and we will be accepting applications until Friday, March 19, 2021. Job descriptions and the Village application form are on our website and the information was circulated to UNB and STU for their student job boards as well as posted to our Facebook & Twitter pages.

Staff is very pleased to report that Kelsey Embleton (Bizz) is returning for her third year to Day Camp, this year as our Supervisor and will commence employment in early May.

Staff are moving forward with Day Camp planning. Right now, assuming we remain in the yellow alert level of COVID-19 protocols, staff will once again host Day Camp at the NMC, with limited registration numbers and most likely no day trips again this year. Several new themes will be introduced and nine weeks of Day Camp will be offered beginning the week of June 28 and running until August 27, 2021. Full details will be announced once we have a better understanding of the new guidelines for capacity.

Unfortunately, with limited capacity at the NMC and strict COVID-19 protocols, staff will most likely be unable to offer the Counsellor in Training (CIT) program or the Little Fingers Toddler program in 2021.

Staff have been advised that the New Maryland Soccer Club intends to run the summer program this year. An operation plan has been submitted and programming is being planned for Under 6, Under 8, and Under 10. Following COVID-19 protocols, registration numbers will be limited for each age group. Registration details have not yet been finalized, but once they are received, staff will assist with promotion.

In addition to the soccer program, a new summer outdoor basketball program is being planned at our basketball court in Athletic Park. This program will run from May 31 to July 19, 2021, for the following age groups: Under 8, Under 7, Under 6 and Under 5. With all the recreational programs cancelled at NMES over the past year it is encouraging to see new outdoor programs such as these being offered.

A resident advised staff of a large tree that had fallen just missing the top of the suspension bridge on the New Maryland Centre nature trails. Our Recreation Foreman was able to bring in Mike's Tree Service the next day to safely take down the tree and thankfully there was no damage to the bridge.

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

- PNM Zoomers meet the first Monday of the month at 10:00 a.m. in the boardroom at the NMC next meeting is scheduled for April 7, 2021.
- With the move to the yellow phase of COVID-19 protocols, their stretch and strengthening classes have resumed, and take place every Tuesday and Thursday mornings from 10:00 a.m. until 11:00 a.m.
- 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, 2021.
- 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. For more information on the PNM Zoomers activities contact them via e-mail - [pnmzoomers@gmail.com](mailto:pnmzoomers@gmail.com).

Councillor Scammell concluded his report with many thanks to everyone who voted for New Maryland in the “Small Town Challenge”. We have moved onto the next round and will be facing off against Gagetown. We will post on our social media as soon as voting opens.

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

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

Councillor Paul LeBlanc provided updates for the month of March from the Public Works Department as prepared by the Public Works Supervisor.

Village staff investigated 5 (five) Public Works Reports for the month of February 2021. The reports were inquiries from residents relating to snow clearing, garbage collection and sewer issues. The reports were investigated to the satisfaction of residents and staff.

The Village recently completed a 72-hour pump test on a new production well. Engineers are analyzing the data collected during the test from the production well and 18 (eighteen) monitoring wells to determine safe yield pumping rates and the viability of the wellfield. The well is part of the new wellfield development which also includes 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 Public Works Department operates 4 (four) trucks to perform maintenance in the Transportation, Water and Wastewater Departments. As per the Village’s Asset Management Plan adopted by Council, trucks are scheduled to be replaced every 10 (ten) years to keep them reliable and reduce excessive maintenance and repair costs. Council authorized staff to implement the policy and establish a schedule to replace trucks every 10 (ten) years. The 2010 Chevrolet 1500 is an 11-year-old truck and is due for replacement.

Staff sought quotes from six local dealerships on a crew cab truck. Interests were received from four dealerships with pricing from three dealerships ranging from \$44,000 - \$51,000 (*forty-four thousand dollars to fifty-one thousand dollars*). The lowest quote came from Wood Motors Ford at a price of \$41,483.41 (*forty-one thousand, four hundred and eighty-three dollars and forty-one cents*) including 4.286% HST.

Council reviewed the information at the March 10, 2021, Council-In-Committee (CIC) meeting and agreed to move forward with the purchase of the truck from Wood Motors Ford.

Councillor LeBlanc noted that the Village of New Maryland received 10 (ten) bids for the Woodlawn Lane – Water Main and Force Main Upgrade (2021) project. The lowest bid was from Hazen Thomas & Sons Contracting Ltd. with a bid of \$261,504.73 (*two hundred, sixty-one thousand, five hundred and four dollars and seventy-three cents*) plus HST. The Engineer’s estimate is \$351,304.00 (*three hundred, fifty-one thousand, three hundred and four dollars*) plus HST.

The project is identified in the Five-Year Capital Investment Plan and scheduled for construction in 2021. The sanitary force main is identified in the Wastewater Master Plan as a component that needs to be upgraded to allow more capacity in the Kerry Lane pump station.

The work involves replacing approximately 260 meters of water main and sanitary force main between Civic 81 Woodlawn Lane and Civic 133 Woodlawn. The sanitary force main is being upgraded from 100mm

diameter PVC to 150mm diameter PVC. This is the second phase of upgrading of the water main and sanitary force main between Kerry Lane and Autumn Lane with the first phase completed in 2019.

The Village Engineer is recommending awarding the project to the low bidder, Hazen Thomas & Sons Contracting Ltd. and funding for the project will be taken from 2019-2023 Gas Tax Agreement Fund. Council also reviewed this information at the March 10, 2021, CIC meeting and agreed to award the contract.

**MOVED BY** Councillor Paul LeBlanc and **seconded by** Councillor Tim Scammell the adoption of the Public Works Department Report. **MOTION CARRIED.**

Councillor Paul LeBlanc explained that he had two motions from the Public Works Department.

**MOVED BY** Councillor Paul LeBlanc 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 Public Works Supervisor, move forward with the purchase of a 2021 Ford F150 Crew Cab Four-Wheel Drive truck from Wood Motors Ford at a cost of \$39,778.50 (*thirty-nine thousand, seven hundred and seventy-eight dollars and fifty cents*) plus \$5,966.78 (*five thousand, nine hundred and sixty-six dollars and seventy-eight cents*) HST for a total purchase price of \$45,745.28 (*forty-five thousand, seven hundred and forty-five dollars and twenty-eight cents*). **MOTION CARRIED.**

**MOVED BY** Councillor Paul LeBlanc and **seconded by** Deputy Mayor 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 Village Engineer, accept the tendered bid as submitted by Hazen Thomas & Sons Contracting on March 2, 2021, in the amount of \$261,504.73 (*two hundred, sixty-one thousand, five hundred and four dollars and seventy-three cents*) plus \$39,225.71 (*thirty-nine thousand, two hundred and twenty-five dollars and seventy-one cents*) HST for a total tendered bid of \$300,730.44 (*three hundred thousand, seven hundred and thirty dollars and forty-four cents*) for the Woodlawn Lane Water Main and Force Main Upgrade (2021) Project and that the Mayor and Clerk are authorized to execute said contract. **MOTION CARRIED.**

Councillor Paul LeBlanc explained that he had one motion from the Administration/Public Works Departments and provided background information that was prepared by the Clerk's Office. Staff requested that our engineering firm WSP provide an updated determination of the capacity of our current municipal water system due to inquiries from developers, challenges with our current water system capacity (outdated equipment, impacts of climate change, etc.) and changing data.

Consultants from WSP presented the report to Council on February 24, 2021. Council reviewed the details and recommendations contained in the report and a few minor edits were made.

**MOVED BY** Councillor Paul LeBlanc 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 senior staff, adopt the Water Supply Capacity Assessment Report dated March 11, 2021, as attached hereto.

*Discussion:* Councillor LeBlanc read from the Water Supply Capacity Assessment Report, section 11(5). Assuming the Village adopts the new 'worst-case' operating scenario (see Item 2 above), available capacity from the Applewood Acres water supply system should be capable of servicing an additional **200 dwelling units**. Thus, the revised total number of dwelling units that can be accommodated by the Applewood Acres water supply system is 559 (existing) + 200 (future) = **759 dwelling units**. Council has already committed 76

of the 200 available dwelling units to developers. However, as of the end of 2020 none of the committed 76 units have been constructed. The remaining 124 units (200 less 76) are designated as uncommitted and available for future development allocation. Councillor LeBlanc wanted to ensure it is known that this is all dependant on the approval of the Environmental Impact Assessment Report for the Sunrise Wellfield Development Project. **MOTION CARRIED.**

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

Deputy Mayor Alex Scholten 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** Deputy Mayor 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 February 2021: from the General Operating account by cheques and direct payments \$1,058,632.84, (*one million, fifty-eight thousand, six hundred and thirty-two dollars and eighty-four cents*); from the Water & Sewer Operating account \$913,224.38, (*nine hundred, thirteen thousand, two hundred and twenty-four dollars and thirty-eight cents*); from the General Capital account \$116,790.44, (*one hundred, sixteen thousand, seven hundred and ninety dollars and forty-four cents*); and from the Water & Sewer Capital account \$85,554.99, (*eighty-five thousand, five hundred and fifty-four dollars and ninety-nine cents*). **MOTION CARRIED.**

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

There were no members of the public present.

### **15. New Business**

Councillor Mike Pope explained that he had two motions, first and second readings of By-law No. 01-2021.

**MOVED BY** Councillor Mike Pope **seconded by** Councillor Tim Scammell to read By-law No. 01-2021, Village of New Maryland Planning Advisory Committee By-law, for the first time, this reading by title only. **MOTION CARRIED.**

Councillor Pope read the title By-law No. 01-2021, Village of New Maryland Planning Advisory Committee By-law for the first time.

**MOVED BY** Councillor Mike Pope **seconded by** Councillor Paul LeBlanc to read By-law No. 01-2021, Village of New Maryland Planning Advisory Committee By-law, for the second time, this reading by title only. **MOTION CARRIED.**

Councillor Pope read the title By-law No. 01-2021, Village of New Maryland Planning Advisory Committee By-law for the second time.

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

The next formal Council meeting is scheduled for Wednesday, April 21, 2021, at 7:30 p.m. with the location to be determined.



**17. Motion for Adjournment**

**MOVED BY** Councillor Paul LeBlanc and **seconded by** Deputy Mayor Alex Scholten to adjourn the meeting.  
**MOTION CARRIED.**

The meeting adjourned at 8:08 p.m.

Respectfully submitted,

Diane Henderson  
Assistant Clerk

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Judy Wilson-Shee  
Mayor

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Cynthia Geldart  
CAO/Clerk