

Village of New Maryland Council

15 December 2021

Present: Mayor Judy Wilson-Shee
Councillor Laurie Pearson
Councillor Alex Scholten
CAO/Clerk Cynthia Geldart

Deputy Mayor Tim Scammell
Councillor Mike Pope
Councillor Mariet van Groenewoud



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 is recorded for broadcast.

2. Approval of the Agenda

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

3. Approval of the Minutes

MOVED BY Deputy Mayor Tim Scammell and **seconded by** Councillor Mike Pope that the minutes of the regular session of Council of 17 November 2021 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:

There was no correspondence.

8. Mayor's Comments

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

- November 18: live-stream meeting concerning the White Paper regarding Municipal Reform;
- November 21: celebration of the arrival of the Hanwell Fire Department's ladder truck (*Chief Farrell also attended*);
- November 22: Community Policing Committee Executive meeting via Zoom;
- November 22: meeting with Councillor Mariet van Groenewoud and CAO Cynthia Geldart;
- November 23: Union of Municipalities of NB (UMNB) Zone 5 meeting chaired by Councillor Alex Scholten (*Councillor van Groenewoud also attended*);
- November 24: interview with CBC to discuss making wreaths and the shortage of tips this year, and provided a demonstration on how to make a 12-inch wreath from start to finish; the CBC video clip was shared on the Village social media sites;
- November 27, December 04 (collection dates) and December 11 (distribution day): volunteered with the New Maryland Lions Club Food and Toy Drive, led by Councillor Scholten and also attended by Councillor Scammell; Mayor Wilson-Shee expressed her sincere gratitude to everyone who donated

and to the many volunteers, and commented that the success of the event is in helping those less fortunate during the holiday season;

- November 29: Seniors Advisory Committee meeting;
- December 01: Annual Christmas Reception hosted by Colonel Parsons and Colonel Murphy of the 5th Canadian Division Support Base Gagetown;
- December 02: State of the City Address with the theme “Growing A City With Care” (*Councillors Pearson and van Groenewoud and Treasurer Scott Sparks also attended*);
- December 03: Village Christmas Banquet (*members of Council other than Councillor Pope, who had a family commitment, also attended*); Mayor Wilson-Shee offered congratulations to those who received service pins at the event and noted that special recognition was also offered to former Councillor Paul LeBlanc for his 30 years of dedicated service to the Village;
- December 05: Maritime Hockey League (MHL) hosted event at the Grant Harvey Centre as part of the *MHL Week of Reconciliation Games* focused on Indigenous recognition and reconciliation; St. Mary’s First Nation Chief Polchies Jr. delivered an emotional speech at the event; (*Deputy Mayor Scammell also attended*);
- December 06: PNM Zoomers monthly meeting;
- December 07: RSC11 board meeting (*Deputy Mayor Scammell also attended*);
- December 08: official Tree Lighting Event held at Victoria Hall Park with members of Council; the recording of the event has been shared to the Village’s social media and website; the pandemic protocols resulted in the exclusion of members of the public from the event; Mayor Wilson-Shee recognized Recreation Foreman Kirk Billings for his great job of installing the lights;
- December 13: COVID-19 update via Microsoft Teams;
- December 13: participated as a judge in the 2nd Annual Community Christmas Lights Competition, along with fellow judges Deputy Mayor Tim Scammell, Recreation Coordinator Michelle Sawler and Lion Fonda French; Mayor Wilson-Shee commented that she enjoyed the event and the opportunity to see other homes in the Village that were well decorated with lights but that did not register in the competition;
- Mayor Wilson-Shee expressed congratulations to New Maryland resident Ryan O’Shea who received the Volunteer Administrator of the Year Award from Sport NB; Mr. O’Shea established the New Maryland Cheetahs Running Club and he has acknowledged staff members Recreation Coordinator Michelle Sawler and Recreation Foreman Kirk Billings for providing assistance over the years; and
- Mayor Wilson-Shee concluded her update by taking the opportunity, on behalf of Council, to wish residents and neighbors a safe and happy holiday season, and suggested that everyone be kind to one another.

9. Comments by Members of Council

Deputy Mayor Tim Scammell shared his compliments and congratulations to the New Maryland Lions Club for the impressive and successful Food and Toy Drive. He noted that it was an extremely important event for the community and thanked all of the Lions Club members and volunteers.

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

- November 23: Zoom call with UMNZ Zone 5 municipal representatives to discuss the proposed municipal reform legislation; he noted it is important to receive input from the members regarding their concerns in order to share recommendations for changes with the Minister;

- November 27, December 02 & December 04: participated in the 3 (three) contactless food and toy collection events hosted by the New Maryland Lions Club at Faith Baptist Church (*Mayor Wilson-Shee and Deputy Mayor Tim Scammell also attended.*);
- December 01: Zoom call with Larry Shaw of Ignite Fredericton regarding municipal reform and regional economic development plans;
- December 11: New Maryland Lions Club Food and Toy distribution event at Faith Baptist Church; Councillor Scholten thanked the community for once again generously supporting efforts to provide a more joyous Christmas for over 100 families and several organizations in the community, including the Fredericton Food Bank, Greener Village, breakfast programs at Fredericton High School and New Maryland Elementary School, Transition House, Gignoo Transition House, Grace House and Liberty Lane (*Mayor Wilson-Shee and Deputy Mayor Scammell also attended*); and
- December 13: UMN Municipal Risk Working Group meeting that explored the possibility of pooling municipal insurance policies with several participating municipalities in an effort to reduce costs.

Councillor Mike Pope also offered his congratulations to the New Maryland Lions Club for their efforts in hosting a successful Food and Toy Drive again this year. He thanked Councillor Scholten for once again hosting the “Turkey Trophy” event through Victory Meat Market which received over 1700 turkeys to be donated to various food banks and organizations.

10. Planning Advisory Committee (PAC)

Councillor Mariet van Groenewoud explained that the December PAC meeting was cancelled due to a lack of time-sensitive agenda items and in respect of the pandemic protocols.

She reviewed the Building Permit Report for November 2021. The report noted 6 (six) permits having been issued with \$867,398.00 (*eight hundred sixty-seven thousand, three hundred ninety-eight dollars*) in estimated value of construction and \$6,018.00 (*six thousand, eighteen dollars*) in permit fee revenue for the month.

MOVED BY Councillor Mariet van Groenewoud and **seconded by** Councillor Alex Scholten the adoption of the Building Permit report as presented. **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

Deputy Mayor Tim Scammell provided an update of the Recreation & Leisure Services Department activities as detailed in a summary prepared by Michelle Sawler, Recreation Coordinator.

- The wreath making seminar was not held this year due to a shortage of tips; however, staff shared a video produced by CBC NB which featured an interview with Mayor Wilson-Shee as well as a “how to” demonstration on wreath making.
- On behalf of the New Maryland Lion's Club, sincere gratitude and appreciation was offered to everyone who supported the 3 (three) contactless collection Food and Toy Drive events in November

and December. The donations of food and toys, as well as financial contributions, will help many families in need have a more joyous Christmas this year. Deputy Mayor Scammell also thanked the many volunteers who help make the event so successful.

- Appreciation was also expressed to our Recreation Foreman, Kirk Billings, for all of his hard work and beautification efforts for the holiday season. An official “Tree Lighting” was held on 08 December 2021 which was shared on our social media and website. A particularly beautiful photo of Victoria Hall Park was taken by “My New Brunswick” photographer Steve Rogers, which is being used on the Village’s Facebook and Twitter cover pages.
- The judges for the 2nd annual “Community Christmas Lights Competition” visited the participating homes earlier this week and the winners will be announced on Tuesday, 21 December 2021. Staff will also publish a Village map identifying the locations of the homes that have entered the contest to allow everyone interested an opportunity to see the lights and decorations.
- Following are this month’s updates of the PNM Zoomers activities taking place at the NMC:
 - ❖ in order to belong to the PNM Zoomers and attend any of their events, proof of double vaccination and wearing of masks is required;
 - ❖ monthly meetings are held the first Monday of the month at 10:00 a.m. in the boardroom, with the next meeting scheduled for 10 January 2022; all members are welcome to attend;
 - ❖ stretch and strengthening classes are held every Tuesday and Thursday from 10:00 a.m. to 11:00 a.m. in the Senior’s Centre; classes have concluded for the year and will resume on Tuesday, 11 January 2022;
 - ❖ the book club meets the fourth Thursday of the month at 11:00 a.m. in the board room, and their next meeting is scheduled for 27 January 2022;
 - ❖ memberships for 2022 are available and run from January to December at a cost of \$20 (*twenty dollars*); forms are available on the Village’s website; and
 - ❖ for more information on their events or activities, please contact pnmzoomers@gmail.com.

MOVED BY Deputy Mayor Tim Scammell and **seconded by** Councillor Mariet van Groenewoud the adoption of the Recreation and Leisure Services Department report as presented.

12. (ii) Public Works Department Updates

Councillor Alex Scholten provided an update of the Public Works Department activities as detailed in the summary prepared by Rockland Miller, Public Works Supervisor.

- Staff investigated one public works report in November, regarding discolored water which required water main flushing.
- The recent speed radar data indicates speeds are between 40 km/hr and 50 km/hr on our collector streets. The posted speed limit is 40 km/hr and in the vicinity of the elementary school it is 30 km/hr. The speed radars have been removed for the winter months to prevent damage from the cold and snow removal operations. Councillor Scholten reminded motorists of the importance of keeping our streets safe, to respect speed limits and to be watchful of pedestrians especially during the winter months as conditions can change rapidly.
- The winter weather has begun and so have winter plowing activities. The snow and ice control of Village streets is contracted out to two contractors. The contractors and Public Works staff monitor weather conditions to be prepared and ready to respond to snow events when they begin. The contractors are required to start plowing after 5 (five) cm of snow accumulation and repeat the plowing so as to hold a maximum accumulation to 10 (ten) cm. Once the storm is over, the contractors will do a final clean-up of all streets. Storms that have an accumulation of less than 5 cm

are plowed once at the end of the storm. The contractors are to ensure that the travel lanes are kept to a minimum of 7 (seven) meters. Following the conclusion of a storm, work continues with pushing back snowbanks, cleaning up intersections and preparing for future storms. Salt and sand are applied to streets to provide traction and break down snow and ice on the surface. Additionally, salt and sand are applied at the onset of a storm to prevent snow from bonding to the pavement. The Village's sidewalks are maintained by Public Works staff and the sidewalks near the New Maryland Elementary School are cleared first and clearing is continued from there. The objective is to have the sidewalks cleared of snow prior to the start of the school day and before the end of the school day to allow children to use the sidewalks safely. Once the storm is over, a final clean-up is conducted with the addition of salt and sand, which are also applied when slippery or icy conditions exist.

- 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.
- Contract # 2 for the Sunrise Wellfield Development Project is nearing completion. The contractor has final cleanup of the access road left to do and needs to move grubblings off site. The contractor for Contract # 3 has approximately half of the work completed. They will be stopping their work on December 17th and will resume in the spring. The scope of Contract # 3 involves the installation of the water main from the water treatment plant site to the New Maryland Highway through the Village's easement located south of the Sunrise Estates subdivision. Magnor, the supplier of the water treatment system, completed the pilot plant testing and the results have been encouraging. Magnor will be submitting their final report in the near future for detailed review by our staff and engineers.
- The street tree planting program has been completed with the planting of 25 (twenty-five) trees on MacIntosh Drive and Cortland Street. Various species were planted, including Bur Oak, Red Maple, Sugar Maple, Ivory Silk Lilac, Ruby Slipper, Red Oak, Silver Maple, and Greenspire Linden. The sites were selected based on criteria identified by the Maritime College of Forestry Technology, the ease of planting and the potential for traffic calming. It is the intent of staff to continue the tree planting well into the future until all streets have benefitted from the program. The program was funded through the New Brunswick Environmental Trust Fund.
- The Public Works staff will be assisting the New Maryland Scouts with their annual Christmas Tree collection, which is planned for Saturday, 08 January 2022. The trees are collected and hauled to the Wastewater Treatment Plant site for chipping and disposal in the spring. The New Maryland Scouting group will be removing boughs from some of the trees to use for winter camping activities, and they also appreciate any donations received.
- Public Works staff have moved into winter maintenance activities which include plowing, salting, and sanding of sidewalks, monitoring stormwater systems and open ditches during heavy rainfall events, garbage cleanup throughout the Village, repairing equipment, and maintenance on water and wastewater equipment.
- Councillor Scholten concluded his report by encouraging residents to participate in the **adopt-a-hydrant** program during the winter months by keeping hydrants clear of snow. Any assistance in that regard is greatly appreciated and sincere gratitude was expressed to residents who have helped to keep hydrants clear of snow in the past.

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

12. (iii) Finance Department Update

Councillor Mike Pope explained that he had 7 (seven) motions to bring forward regarding the transfer of funds. These are financial housekeeping transfers that need to be completed with year-end.

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 transfer from the General Operating Reserve Fund (Acct # 0626 1015-013) to the General Operating Fund (Acct #0626 1013-181) \$89,200 (*eighty-nine thousand, two hundred dollars*). **MOTION CARRIED.**

MOVED BY Councillor Mike Pope and **seconded by** Councillor Mariet van Groenewoud the following Resolution of Council: ***Be It Resolved That*** the Council for the Village of New Maryland transfer from the General Capital Reserve Fund (Acct # 0626 1015-021) to the General Capital Fund (Acct #0626 1020-875) \$24,415 (*twenty-four thousand, four hundred fifteen dollars*). **MOTION CARRIED.**

MOVED BY Councillor Mike Pope and **seconded by** Councillor Mariet van Groenewoud the following Resolution of Council: ***Be It Resolved That*** the Council for the Village of New Maryland transfer from the General Operating Fund (Acct # 0626 1013-181) to the General Operating Reserve Fund (Acct #0626 1015-013) \$73,872 (*seventy-three thousand, eight hundred seventy-two dollars*). **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 transfer from the General Operating Fund (Acct # 0626 1013-181) to the General Capital Reserve Fund (Acct #0626 1015-021) \$647,045 (*six hundred forty-seven thousand, forty-five dollars*). **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 transfer from the Utility Operating Fund (Acct # 0626 1014-176) to the Utility Operating Reserve Fund (Acct #0626 1016-956) \$5,931.50 (*five thousand, nine hundred thirty-one dollars and fifty cents*). **MOTION CARRIED.**

MOVED BY Councillor Mike Pope and **seconded by** Councillor Mariet van Groenewoud the following Resolution of Council: ***Be It Resolved That*** the Council for the Village of New Maryland transfer from the Utility Operating Fund (Acct # 0626 1014-176) to the Utility Capital Reserve Fund (Acct #0626 1018-839) \$502,020 (*five hundred and two thousand, and twenty dollars*). **MOTION CARRIED.**

MOVED BY Councillor Mike Pope and **seconded by** Councillor Mariet van Groenewoud the following Resolution of Council: ***Be It Resolved That*** the Council for the Village of New Maryland transfer from the Utility Capital Reserve Fund (Acct # 0626 1018-839) to the Utility Capital Fund (Acct #0626 1020-867) \$72,758 (*seventy-two thousand, seven hundred fifty-eight dollars*). **MOTION CARRIED.**

Councillor Pope explained that he had 2 (two) additional motions to bring forward with the first motion regarding the purchase of a Sharp photocopier.

MOVED BY Councillor Mike Pope and **seconded by** Councillor Mariet van Groenewoud the following Resolution of Council: ***Be It Resolved That*** the Council for the Village of New Maryland, as per the recommendation of the Treasurer, approve the purchase of a Sharp MX4071N photocopier and enter into a lease agreement for a second one in June of 2022. **MOTION CARRIED.**

Councillor Pope's final motion was regarding the distribution of the Safe Restart Funds.

MOVED BY Councillor Mike Pope and **seconded by** Deputy Mayor Tim Scammell the following Resolution of Council: ***Be It Resolved That*** Council for the Village of New Maryland, as per the recommendation of the Treasurer, approve the Safe Restart Fund allocation as follows:

- \$12,000 (*twelve thousand dollars*) for Telus MDR (2021 Operating Expenditure);
- \$14,008 (*fourteen thousand and eight dollars*) for Pool Design Funding (2021 Operating Expenditure);
- \$8,147 (*eight thousand, one hundred forty-seven dollars*) for the Public Works truck buyout (2021 General Capital Expenditure);
- \$27,808 (*twenty-seven thousand, eight hundred eight dollars*) for the New Maryland Center Roof Repairs top-up (2021 Capital Expenditure);
- \$15,000 (*fifteen thousand dollars*) for Asset Management Phase 2 (2022 Operating Reserve);
- \$32,872 (*thirty-two thousand, eight hundred seventy-two dollars*) for the Pool Design Funding (2022 Operating Reserve);
- \$15,000 (*fifteen thousand dollars*) for Salary Review (2022 Operating Reserve);
- \$5,000 (*five thousand dollars*) for Community Report Card (2022 Operating Reserve); and
- \$93,000 (*ninety-three thousand dollars*) for Back-up Generator for PS1 (2022 Utility Capital Reserve). **MOTION CARRIED.**

12. (iv) Development Services Department

Councillor Laurie Pearson reported that she was bringing forward a motion to commence the necessary readings by Council to enact proposed amendments to *By-law No. 62 - A By-law to Regulate the Use of Streets, Sidewalks and Boulevards in the Village of New Maryland*.

MOVED BY Councillor Laurie Pearson and **seconded by** Councillor Mike Pope the following Resolution of Council: ***Be It Resolved That*** pursuant to sections 10 and 15 of the *Local Governance Act*, S.N.B. 2017, Chapter 18, and section 113 of the *Motor Vehicle Act*, RSNB, 1973, Chapter M-17, and respective amendments thereto, the Council for the Village of New Maryland commence the necessary readings to enact By-Law No. 62-2022, Village of New Maryland Use of Streets By-law - A By-law to Regulate the Use of Streets, Sidewalks and Boulevards and Public Spaces in the Village of New Maryland.

MOTION CARRIED.

Councillor Pearson explained that she had a similar motion to bring forward regarding By-law No. 63 – A *By-law to Regulate Traffic and Parking in the Village of New Maryland*.

MOVED BY Councillor Laurie Pearson and **seconded by** Councillor 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, Chapter 18, and section 113 of the *Motor Vehicle Act*, RSNB, 1973, Chapter M-17, and respective amendments thereto, the Council for the Village of New Maryland commence the necessary readings to enact By-Law No. 63-2022, Village of New Maryland Traffic and Parking By-law - A By-law to Regulate Traffic and Parking in the Village of New Maryland. **MOTION CARRIED.**

12. (v) Seniors Advisory Committee (SAC)

Councillor Mariet van Groenewoud provided an update on the activities of the SAC, as detailed in a summary report prepared by the Administrative Clerk.

- The SAC met in Council Chambers on 29 November 2021 with 8 (eight) members in attendance.
- The New Maryland Business Association (NMBA) got off to a slow start with only one meeting prior to the COVID-19 pandemic. Mayor Wilson-Shee provided an update to the SAC members at the meeting and confirmed that Council will not be involved with the NMBA once it is established, other than to set up a meeting with Larry Shaw from Ignite Fredericton for him to address the NMBA, and to offer use of the New Maryland Centre for their meetings.
- The SAC began a detailed review of the Age-Friendly Community Action Plan and Next Steps as the plan hasn't been reviewed in over a year. The majority of the plan was reviewed at the November meeting and the remainder of the document will be reviewed at the January 2022 meeting.
- The next SAC meeting is scheduled for 24 January 2022.

MOVED BY Councillor Mariet van Groenewoud and **seconded by** Councillor Alex Scholten the adoption of the Seniors Advisory Committee report. **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 November 2021 from: the General Operating account by cheques and direct payments **\$616,986.99** (*six hundred sixteen thousand, nine hundred eighty-six dollars and ninety-nine cents*); the Water & Sewer Operating account **\$18,408.94** (*eighteen thousand, four hundred and eight dollars and ninety-four cents*); the General Capital account **\$760,337.65** (*seven hundred sixty thousand, three hundred thirty-seven dollars and sixty-five cents*); and the Water & Sewer Capital account **\$582,766.48** (*five hundred eighty-two thousand, seven hundred sixty-six dollars and forty-eight cents*). **MOTION CARRIED.**

14. Public Input / Inquires

No comments or inquiries were brought forward.

15. New Business

Deputy Mayor Tim Scammell brought forward the following motions regarding first and second readings for By-law No. 62-2022 and By-law No. 63-2022.

MOVED BY Deputy Mayor Tim Scammell and **seconded by** Councillor Mike Pope to read *By-law No. 62-2022, Village of New Maryland Use of Streets By-law*, for the first time, this reading by title only.
MOTION CARRIED.

Deputy Mayor Scammell read the title: *By-law No. 62-2022, Village of New Maryland Use of Streets By-law*.

MOVED BY Deputy Mayor Tim Scammell and **seconded by** Councillor Mike Pope to read *By-law No. 62-2022, Village of New Maryland Use of Streets By-law*, for the second time, this reading by title only.
MOTION CARRIED.

Deputy Mayor Scammell read the title: *By-law No. 62-2022, Village of New Maryland Use of Streets By-law.*

MOVED BY Deputy Mayor Tim Scammell and **seconded by** Councillor Laurie Pearson to read *By-law No. 63-2022, Village of New Maryland Traffic and Parking By-law*, for the first time, this reading by title only. **MOTION CARRIED.**

Deputy Mayor Scammell read the title: *By-law No. 63-2022, Village of New Maryland Traffic and Parking By-law.*

MOVED BY Deputy Mayor Tim Scammell and **seconded by** Councillor Mariet van Groenewoud to read *By-law No. 63-2022, Village of New Maryland Traffic and Parking By-law*, for the second time, this reading by title only. **MOTION CARRIED.**

Deputy Mayor Scammell read the title: *By-law No. 63-2022, Village of New Maryland Traffic and Parking By-law.*

16. Date, Time and Location of Next Meeting

The next formal Council meeting is scheduled for Wednesday, 19 January 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 8:03 p.m.

Respectfully submitted,

Cynthia Geldart
CAO/Clerk

Judy Wilson-Shee
Mayor

Cynthia Geldart
CAO/Clerk