

*Village of New Maryland*  
*Council*  
**18 May 2022**

**Present:** Mayor Judy Wilson-Shee                      Deputy Mayor Tim Scammell  
              Councillor Laurie Pearson                      Councillor Alex Scholten  
              Councillor Mariet van Groenewoud  
              CAO/Clerk Cynthia Geldart                      Assistant Clerk Tammy Bell

**Virtual Attendance:** Councillor Mike Pope (*Via Zoom*)



**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 was being recorded for broadcast and that Councillor Mike Pope was attending the meeting via Zoom.

**2. Approval of the Agenda**

**MOVED BY** Councillor Mariet van Groenewoud 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 Mariet van Groenewoud that the minutes of the regular session of Council of 20 April 2022 be approved as circulated.  
**MOTION CARRIED.**

**4. Disclosure of Interest**

No *Disclosures of Interest* were declared.

**5. Presentations**

Mayor Wilson-Shee presented New Maryland resident Gary Campbell with a Certificate of Recognition to honour the award he recently received from Governor General Mary Simon during a ceremony at Rideau Hall in Ottawa. Mr. Campbell received the Sovereign's Medal for Volunteers, the highest award a Canadian can receive for volunteer service.

**6. Proclamations**

There were no proclamations.

**7. Correspondence**

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

- notification from the Hon. Mary Wilson, Minister for Service New Brunswick, regarding new conditions imposed for the purchase of goods and services from the Canoe Procurement Group with the reiteration of the government's *New Brunswick First Procurement Strategy* and clarification that our municipality may continue its membership with the group to contract goods and services only when the goods cannot be obtained from New Brunswick manufacturers and the services cannot be provided by New Brunswick suppliers; and

- confirmation from the Hon. Daniel Allain, Minister of Environment and Local Government, of our Canada Community-Building Fund, formerly known as the Gas Tax Fund, allocation for 2022, which will be transferred to us in two installments before March 31, 2023.

## **8. Mayor's Comments**

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

- April 22, 2022 – meeting held via Zoom with Fredericton City Councillor Eric Megarity, Oromocto Mayor Bob Powell and Hanwell Mayor Dave Morrison;
- April 23, 2022 – fundraising Drive-thru Chili Dinner event hosted by the New Maryland Lions Club and Kat's Kitchen with the proceeds being donated to the school breakfast programs at Fredericton High School (FHS), Bliss Carmen Middle School and the New Maryland Elementary School (NMES) (*Deputy Mayor Scammell & Councillor Pearson also volunteered*); FHS received \$2,000.00 (*two thousand dollars*) and the other two schools received \$1,000.00 (*one thousand dollars*) each;
- April 25, 2022 - volunteered with the Faith Baptist Church for their clean-up along Highway 101;
- April 26, 2022 - Songs of the City performance held at the Fredericton Playhouse and sponsored by United Way;
- April 27, 2022 - Annual General Meeting (AGM) for Ignite Fredericton held at the Cyber Building;
- April 28, 2022 - chaired the Community Policing meeting held via Microsoft Teams;
- May 1, 2022 - craft show held at the New Maryland Centre (NMC) (*Councillor Pearson also attended*);
- May 2, 2022 - Planning Advisory Committee meeting;
- May 3, 2022 – Reginal Service Commission (RSC)11 Board meeting held via Zoom;
- May 3, 2022 - Lions Club meeting;
- May 4, 2022 - meeting with representatives from Centre Communautaire Sainte-Anne to discuss their strategic planning;
- May 5, 2022 - Alzheimer's Society of NB's presentation on communication;
- May 5, 2022 - East Coast Music Awards with Oromocto Mayor Bob Powell and Hanwell Mayor Dave Morrison as VIP guests of Fredericton Mayor Kate Rogers, including a walk on the red carpet;
- May 9, 2022 - chaired the Community Policing Committee Executive Group meeting held via Zoom;
- May 10, 2022 - Zoom meeting with Gary and Carolyn Campbell;
- May 11, 2022 - Zoom meeting with the RSC 11 Advisory Committee;
- May 11, 2022 - Public Open House for the Village of New Maryland's Urban Design Plan (*members of Council and senior staff also attended*);
- May 17, 2022 – St. Thomas University's Spring Convocation held at the Grant-Harvey Centre with over 375 (three hundred and seventy-five) graduates at the first in-person ceremony since 2019; most of the students were celebrating their graduation from the class of 2022 and approximately 75 (seventy-five) students were 2019 and 2020 graduates; and
- May 17, 2022 - Lions Club meeting.

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

Deputy Mayor Tim Scammell commented on the sudden passing of a Village resident. He shared that Mary Frances Cronin passed away on 29 April 2022 at only 23 (twenty-three) years old. Ms. Cronin was an award winning and Dean's List student at the University of New Brunswick (UNB) and St. Thomas University (STU). Her athletic activities included soccer as both a talented player and coach, as well as playing rugby. A memorial soccer scholarship fund has been established by the family and Deputy Mayor Scammell

provided contact information for donations via e-transfer. He also noted that donations can be made in Ms. Cronin's memory to the STU Women's Soccer Program and the UNB Varsity Reds Women's Rugby Program. Members of Council expressed their sincere condolences on this tragic and heartbreaking loss.

Councillor Alex Scholten provided an update of the meetings and events that he attended since the last Council meeting.

- April 22, 2022 - conference call with the Presidents and Executive Director's (ED's) of each of the 4 (four) municipal associations operating in NB to discuss recent Provincial and Federal announcements on the Integrated Bilateral Agreement (IBA) for Infrastructure Funding; the announcements were regarding the amount of unused federal funding available for infrastructure projects in NB which the province had not yet accessed, which amounts to over \$330,000,000.00 (*three hundred and thirty million dollars*), that the federal government has advised would lapse if the funds are not used within the next year;
- April 29, 2022 - Provincial Municipal Council (PMC) meeting with Hon. Daniel Allain, Minister of Local Government & Local Governance Reform, Ryan Donaghy, Acting Deputy Minister, other Ministry staff and representatives from municipal associations;
- May 4, 2022 – meeting with Hon. Bill Hogan, Minister of Public Safety, to discuss the upcoming community policing reform that is expected to start in early 2023;
- May 5, 2022 – meeting with Dan Murphy, Executive Director (ED) of the Union of Municipalities of NB (UMNB), Hon. Daniel Allain, Minister of Local Government & Local Governance Reform, and staff to discuss UMNB member concerns regarding municipal and regional service commissions reform;
- May 10, 2022 - UMNB Protective Services Committee meeting to discuss upcoming municipal policing reform;
- May 11, 2022 - Village of New Maryland's Open House on Urban Design Standard held at the New Maryland Centre (NMC);
- May 12, 2022 - chaired a meeting of UMNB's AGM/Conference Committee to discuss the upcoming AGM/Conference which is scheduled for October 7-8, 2022 in Fredericton; conference registration opens on June 1, 2022 and over 90% of the conference hotel rooms at the Delta have already been reserved;
- May 13, 2022 – meeting hosted in Dieppe with Presidents and ED's of all municipal associations and Hon. Dominic LeBlanc, Federal Minister of Intergovernmental Affairs, Infrastructure & Communities, to discuss funding under the IBA Infrastructure Agreement between the Federal Government and the Provincial Government regarding the amount of funding that is still available;
- May 13-14, 2022 - chaired UMNB's Board of Directors meetings in Dieppe, including a conversation with Minister Allain regarding municipal reform concerns; and
- May 18, 2022 - chaired a meeting of UMNB's Municipal Reform Committee to discuss concerns regarding the reform of the RSCs as part of the municipal reform process.

Councillor Laurie Pearson reported that on 17 May 2022 she attended the online presentation hosted by Upland Planning & Design of the Village's Urban Design Standards project.

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

Councillor Mariet van Groenewoud reported on the business conducted at the PAC meeting held on Monday, 02 May 2022.

- The April 2022 Building Permit Summary Report presented by staff noted 22 (twenty-two) permits having been issued for various residential and commercial renovation projects and for the

construction of 2 (two) new single-family dwellings on Alban Street and Kimberley Street. The monthly totals amounted to \$974,362.00 (*nine hundred seventy-four thousand, three hundred sixty-two dollars*) in estimated value of construction and \$7,510.50 (*seven thousand, five hundred ten dollars and fifty cents*) in permit fee revenue for the month. The current year-to-date totals were comparable to results for the same period in 2021. The 2022 year-to-date totals were 35 (thirty-five) permits with \$1,607,312.00 (*one million, six hundred and seven thousand, three hundred twelve dollars*) in construction value and \$12,380.00 (*twelve thousand, three hundred eighty dollars*) in permit fees.

- Staff discussed that the terms of office for committee members Sam McEwan, Debra Connors, and Councillor Mariet van Groenewoud are scheduled to expire in June 2022. In accordance with *Procedural By-law No. 50*, notification had been posted via the Daily Gleaner and social media (Website, Facebook, and Twitter) advertising the opportunity for residents to submit Expressions of Interest in being considered for membership. Two applications were received from residents expressing an interest to serve on the PAC which staff will be submitting to Council in the near future for their consideration.
- The committee discussed and approved a front-yard variance application to permit a 0.46 metre variance to the Zoning By-law front yard setback requirement to accommodate the demolition of the current car port and the construction of a new attached garage.

**MOVED BY** Councillor Mariet van Groenewoud and **seconded by** Alex Scholten the adoption of the Planning Advisory Committee report as presented. **MOTION CARRIED**

#### **11. Emergency Response Plan (ERP) Committee**

Councillor Alex Scholten provided an update on the Emergency Response Plan Committee. Although the committee has not met for quite some time, a number of administrative activities have taken place.

- There has been a recent update to the Sentinel Systems User's Guide and 4 (four) new Sentinel Systems binders have been created.
- Various staff members met on 28 March 2022 to discuss the Emergency Response Plan Committee. The Chief Administrative Officer (CAO) has designated staff members to share the role of the Duty Officer position in the Emergency Operations Centre and they have completed or are working on the Basic Emergency Management Course and the Incident Command System I-100 course, as well as training on the Sentinel System.
- Staff set up the Emergency Operations Centre in Council Chamber on 05 April 2022. All documents and equipment were checked and restocked as needed.
- Staff members met with Jim McAnany, Emergency Operations Coordinator, during the first week of April to update him on the activities that have taken place. Mr. McAnany and Chief Farrell were provided a list of names from the Emergency Operations Centre Fanout sheet and they will be contacting members to verify their positions on the committee in order to update the contact information.

**MOVED BY** Councillor Alex Scholten and **seconded by** Deputy Mayor Tim Scammell the adoption of the Emergency Response Plan Committee report as presented. **MOTION CARRIED.**

#### **12. Project Reports / Updates**

##### **12. (i) Recreation & Leisure Services Department**

Councillor Laurie Pearson provided an update of the Recreation & Leisure Services Department activities.

- She reported that the 2022 Spring/Summer Programs, Events & News Guide has been posted to the website and copies will be mailed to Village residents later this week. Copies will also be available at the Village Office.

- The summer student hiring process has been finalized. On the Recreation maintenance side, Andrew Arseneau, Liam McLellan, and Ian Ley started work the week of 09 May 2022 and Christopher Mersereau, a Grade 12 student, will start on Monday, 27 June 2022. We also have 2 (two) students from FHS who will be completing a 3 (three)-week work experience term from 16 May 2022 to 03 June 2022 for (2) two hours in the afternoons.
- The Day Camp staff hiring has also been finalized. In addition to returning camp counsellors Jacob Amon, Emily Haynes-MacDonald, and Kristen Macintosh, 4 (four) new counsellors – Hayden McManaman, Rachel Domno (a former CIT), Emily Thornton (a former long-time day camper) and Danielle Irrinki have been hired. Our Day Camp Supervisor, Kelsey Embleton, began full-time work at the Village on 02 May 2022 and is finalizing Day Camp planning and program details.
- After 2 (two) very busy days of registration, staff are pleased to report that 4 (four) of the Day Camp weeks are already sold out. The current availability includes 3 (three) spaces for Week One, 4 (four) spaces for Weeks Five and Seven, and over 10 (ten) spaces for Weeks Six and Nine.
- Councillor Pearson explained that the Village recently received notification that six of the Canada Summer Jobs positions will be funded for 8 (eight) weeks each this summer, including 3 (three) Day Camp positions, 1 (one) for Public Works Maintenance and 2 (two) Recreation Maintenance positions. The total value of the grant is \$10,718.40 (*ten thousand, seven hundred and eighteen dollars and forty cents*). The grant funding is appreciated as the Village has not received any federal funding for summer students for a number of years. Provincial funding was also received through the Summer Employment Experience Development (SEED) program for 3 (three) positions.
- The Counsellor in Training (CIT) program is being offered again this summer. An application form is now available on the website and applications will be accepted until 31 May 2022. A meet and greet event is scheduled for 07 June 2022 at the New Maryland Centre (NMC) from 6:30 p.m. to 8:00 p.m. where applicants will have the opportunity to meet some of the Day Camp staff and learn about the CIT program.
- The registration for the Babysitter course offered on 16 May 2022 filled up very quickly and staff plan to schedule another course in the fall once the school schedule is published. A Stay Safe course has also been scheduled for Wednesday, 24 August 2022 at Victoria Hall. This program is for children ages 9 to 13 and will run from 9:00 a.m. until 3:30 p.m. The cost is \$55.00 (*fifty-five dollars*).
- The Village's beautification program is now underway. The flower beds at the school and Village buildings have all been cleaned out, edged and fresh mulch applied. The hanging baskets and planter pots have been planted and will be set out in late May. In recognition of Council's support for Ukraine, the flower circle bed at the Village entrance will resemble a sunflower and sunflowers will be added to some of our planters and flower beds.
- The Recreation staff and students have recently installed the tennis nets in Athletic Park and the basketball court was cleaned and opened last week. The beach volleyball court and the batters cage netting have been installed in Athletic Park.
- The new Kubota Zero Turn diesel mower arrived last week just in time for the busy summer season. This was the department's capital purchase for 2022.
- The Athletic Park Redevelopment Request for Proposals (RFP) was issued on Friday, 22 April 2022 and to date 5 (five) requests have been received for the RFP document, which has a closing date of 03 June 2022.
- Councillor Pearson shared a reminder that the Village is participating in the "No Mow May" campaign again this year. Several locations have been identified by staff to be included in this initiative and signage was installed at the beginning of the month.
- The Village is registered to participate in the ParticipACTION Community Better Challenge for the



month of June. This is the second year of the Village's participation and the campaign will be launched on 01 June 2022 with a Mayor's Walk starting at 7:00 p.m. Mayor Wilson-Shee will lead a 30 (thirty)-minute walk along the highway sidewalk and a reception will be held at the Fire Hall where staff will have information on-hand regarding the Community Better Challenge. There will also be cold drinks and healthy snacks available.

- The *Zoomer on the Go* program, based out of the UNB Cell Lab, has scheduled a "Zoom in the Sun" outdoor exercise activity on 10 June 2022 at 2:00 p.m. in the Athletic Park tennis courts. This activity is open to anyone 50+ (fifty plus) and registration is available via e-mail at [zoomersonthego20@gmail.com](mailto:zoomersonthego20@gmail.com).
- Councillor Pearson concluded her report by sharing the following PNM Zoomers update:
  - the Zoomers will be wrapping up most of their activities over the next month prior to the summer break;
  - they meet the first Monday of the month at 10:00 a.m. via Zoom;
  - stretch and strengthening classes take place every Tuesday and Thursday from 10:00 a.m. to 11:00 a.m.;
  - the Craft group meets every other Wednesday from 9:00 a.m. until 12:00 p.m. in the Seniors Centre;
  - the Book club has concluded their meetings for the summer;
  - the monthly newsletter will continue until June;
  - the Zoomers are offering a \$500.00 (*five hundred dollars*) scholarship for University and High School students enrolling in or enrolled in geriatric or related fields and application forms are available on the Village website under "50+" (fifty plus);
  - annual memberships are now due for 2022 and the cost for the membership this year is \$20.00 (*twenty dollars*); and
  - to subscribe to the PNM Zoomers e-mail list, or if you have any questions or suggestions for programming, please contact them at [pnmzoomers@gmail.com](mailto:pnmzoomers@gmail.com).

**MOVED BY** Councillor Laurie Pearson and **seconded by** Councillor Mariet van Groenewoud the adoption of the Recreation and Leisure Services Department report as presented. **MOTION CARRIED.**

## 12. (ii) Public Works Department

Deputy Mayor Tim Scammell provided an update of the Public Works Department activities.

- He reported that Village staff investigated 4 (four) Public Works Reports during the month of April 2022. The reports were investigated to the satisfaction of residents and staff.
- The speed radars have been reinstalled and are located throughout the Village to collect data regarding the speeds and volume of traffic. Staff evaluate the data to identify trends and times of day when motorists may be travelling above the posted speed limit. 3D Silhouette child signs are also being utilized to encourage motorists to slow down. Radar data collected within the last month observed speeds between 44 km/hr and 50 km/hr on the streets where the radars are located. The posted speed limit on Village streets is 40 km/hr and in the vicinity of the school it is 30 km/hr. Deputy Mayor Scammell shared a reminder to respect the speed limit and be watchful for pedestrians and students walking to school.
- Public Works staff have been busy with the following activities:
  - monitoring and cleaning storm sewer systems during the heavy rain events;
  - inspecting culverts;
  - repairing hydrants;
  - repairing a water leak;
  - repairing a sanitary sewer lateral;

- erecting the speed radars; and
  - performing maintenance on equipment.
- The contractor has completed the street sweeping project and a thank you was shared for the cooperation and patience of residents during the process.
- Public Works has hired 4 (four) summer students to assist with maintenance throughout the Village.
- Kyle Brooking has been hired as our new Water and Wastewater Systems Operator. He brings many years of experience and will be a great asset to our team.
- The Village's municipal water system is checked daily and sampled weekly. Village Council and staff would like to remind residents on private well water to have the water tested regularly for coliform and e-coli bacteria. Sample bottles and collection procedures can be picked up at the Village office between the hours of 8:30 a.m. and 4:30 p.m., Monday to Friday, except for holidays.
- The Village is participating in the No-Mow-May campaign again this year. The idea behind this movement is to help pollinating insects, including butterflies and bees, find a food source as food can be scarce for these insects in May and dandelions are one of the few flowers that can provide them with nectar. Residents are encouraged not to mow their lawn during the month or to leave a portion of their lawn in its natural state.
- Tree mulching began 16 May 2022 and will continue until all areas of the Village have been covered.
- Spring leaf collection is scheduled for Wednesday, 25 May 2022 on the east side of the highway and Thursday, 26 May 2022 on the west side of the highway.
- Deputy Mayor Scammell concluded his report by explaining that during the 2022 Capital Budget approval process, Council authorized the purchase and installation of a back-up generator for Pump Station #1. The Village does not have a generator in place at this time to operate the lift station during a power outage. The lift station has the potential to go into an overflow situation during a lengthy power outage, which may impact the environment. Staff requested 3 (three) quotes from suppliers through the Canoe Procurement program (Kohler, Cat, Generac). Sansom Equipment Ltd. provided the lowest quote at \$58,995.00 (*fifty-eight thousand, nine hundred and ninety-five dollars*) plus HST through their distributor partnership with Kohler. Toromont Ltd. provided a quote of \$60,075.00 (*sixty thousand and seventy-five dollars*) plus HST through their Canoe Procurement program with CAT. Generac was not able to provide a quote. Sansom Equipment also provided a quote for the automatic transfer switch for \$7,850.00 (*seven thousand, eight hundred and fifty dollars*) plus HST and recommended a local electrical contractor, ProStar Electrical Services inc., which does all their Kohler installations. ProStar provided a quote of \$19,950.00 (*nineteen thousand, nine hundred and fifty dollars*) plus HST for the installation of the generator. As per the recommendation from the Public Works Supervisor, Council agreed at the 27 April 2022 Council-In-Committee (CIC) meeting to purchase the back-up generator and transfer switch from Sansom Equipment Ltd. for \$66,845.00 (*sixty-six thousand, eight hundred and forty-five dollars*) plus HST and to contract the services of ProStar Electrical Services inc. for the installation of the generator at a cost of \$19,950.00 (*nineteen thousand, nine hundred and fifty dollars*) plus HST.

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

**MOVED BY** Deputy Mayor Tim Scammell 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 Public Works Supervisor, ratify their decision of 27 April 2022 for the purchase a 150Kw back-up generator and automatic transfer switch from Sansom Equipment Ltd. at a cost of \$66,845.00 (*sixty-six thousand, eight hundred and forty-five dollars*) plus \$10,026.75 (*ten thousand, twenty-six dollars and seventy-five cents*) HST for a total purchase price of \$76,871.75 (*seventy-six thousand, eight*

*hundred and seventy-one dollars and seventy-five cents*); **and be it further resolved** that Council contract the services of ProStar Electrical Services Inc. for the installation of the generator at a cost of \$19,950.00 (*nineteen thousand, nine hundred and fifty dollars*) plus \$2,992.50 (*two thousand, nine hundred and ninety-two dollars and fifty cents*) HST for a total installation cost of \$22,942.50 (*twenty-two thousand, nine hundred and forty-two dollars and fifty cents*); and that these funds be sourced from the approved 2022 Capital Budget. **MOTION CARRIED**

#### **12. (iii) Administration/Clerk's Office**

Councillor Alex Scholten introduced a motion to appoint Councillor Mariet van Groenewoud as the Council representative on the Ignite Fredericton Board. He explained that Ignite Fredericton was established to attract, retain, and support entrepreneurs, businesses, and economic development in the Greater Fredericton Region. The Village of New Maryland has been a contributing member of Ignite Fredericton for a number of years and Councillor Mike Pope has been representing New Maryland on the board since March 2018. Councillor Pope has offered the opportunity to another member of Council, and Councillor Mariet van Groenewoud has agreed to serve on the board as our representative. On behalf of Council, Councillor Scholten thanked Councillor Pope for his time and commitment in representing the Village over the past 4 (four) years with Ignite Fredericton and thanked Councillor van Groenewoud for accepting the new role.

**MOVED BY** Councillor Alex Scholten and **seconded by** Deputy Mayor Tim Scammell the appointment of Councillor Mariet van Groenewoud as Council representative on the Ignite Fredericton Board.  
**MOTION CARRIED.**

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

**MOVED BY** Councillor Mike Pope and **seconded by** Councillor Alex Scholten the following Resolution of Council: ***Be It Resolved That*** the Treasurer's Report be adopted as follows: payments made in the month of April 2022 from: the General Operating account by cheques and direct payments **\$368,919.40** (*three hundred and sixty-eight thousand, nine hundred and nineteen dollars and forty cents*); the Water & Sewer Operating account **\$27,675.98** (*twenty-seven thousand, six hundred and seventy-five dollars and ninety-eight cents*); and from the Water & Sewer Capital account **\$211,277.57** (*two hundred and eleven thousand, two hundred and seventy-seven dollars and fifty-seven cents*).  
**MOTION CARRIED.**

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

No comments or inquiries were brought forward.

#### **15. New Business**

Now new business was brought forward.

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

The next formal Council meeting is scheduled for Wednesday, 15 June 2022 at 7:30 p.m. in Council Chamber.

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

**MOVED BY** Councillor Mariet van Groenewoud and **seconded by** Councillor Alex Scholten to adjourn the meeting. **MOTION CARRIED**



The meeting adjourned at 8:04 p.m.

Respectfully submitted,

Tammy Bell  
Assistant Clerk

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Judy Wilson-Shee  
Mayor

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Cynthia Geldart  
CAO/Clerk