

Village of New Maryland
Council
17 August 2022

Present:	Mayor Judy Wilson-Shee	Deputy Mayor Tim Scammell
	Councillor Laurie Pearson	Councillor Mike Pope
	Councillor Alex Scholten	Councillor Mariet van Groenewoud
	Cynthia Geldart, CAO/Clerk	

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.

2. Approval of the Agenda

MOVED BY Councillor Mike Pope and **seconded by** Councillor Mariet van Groenewoud that the agenda be approved as distributed. **MOTION CARRIED.**

3. Approval of the Minutes

MOVED BY Deputy Mayor Tim Scammell and **seconded by** Councillor Alex Scholten that the minutes of the regular session of Council of 20 July 2022 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 to read into the record.

8. Mayor's Comments

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

- July 21: joint meeting of the Regional Service Commission 11 (RSC11) Municipal Reform Advisory Committee and the Working Group, hosted via Zoom by Maurice Robichaud, Transition Facilitator, as an RSC11 Special Board meeting to discuss 2 (two) of the new mandated services that will be delivered through the RSC – Economic Development and Tourism, that member communities will be required to support (*Cynthia Geldart, CAO/Clerk also participated as a member of the Working Group*);
- July 22: engagement session regarding tourism-related signage;
- July 24: Highland Games;
- July 25: meeting with resident Natalie Lubimova to discuss the Fine Arts Association of New Maryland, which she has officially registered;
- July 25: meeting with Cynthia Geldart, CAO/Clerk and Kilby McFarlane, Senior Finance Clerk;
- July 26: New Maryland Heritage Association (NMHA) meeting (*Deputy Mayor Tim Scammell also attended*);

- July 27: RSC11 Special Board meeting hosted via Zoom to discuss the Economic Development and Tourism proposals;
- July 29: Horizon Health meeting hosted via Microsoft Teams to introduce Margaret Melanson, Interim Chief Executive Officer and Suzann Johnston, Trustee;
- August 02: Council-In-Committee meeting to discuss the Economic Development and Tourism proposals put forward at the RSC11 meeting;
- August 03: NMHA meeting held via Microsoft Teams with Tom Morrison, John Leroux, Pat Burns, Mac Burns, Jane Tims and Susan Curtis participating;
- August 09: RSC11 Special Board meeting hosted via Zoom to vote on the Economic Development and Tourism proposals; Mayor Wilson-Shee stated that she shared the following comments at the meeting: “Council for the Village of New Maryland supports the principles of municipal reform and the efficiencies we believe it can bring to ensure vibrant and sustainable communities in NB. We also support a regional approach to economic development and tourism, an approach that if done well could be beneficial to all municipalities and Regional Municipal Districts (RMDs) in our region and for the province as a whole. Council for the Village of New Maryland believes that before we can agree on a costing formula for the economic development proposal that Ignite Capital Region and for the tourism proposal that Fredericton Tourism are putting forward to members of RSC11, we need to know what our residents can expect as a return for the cost – that is, we need to see the Memorandums of Understanding (MOUs) that specify what each member of RSC11 can expect for services under the proposals before we can agree to a cost. As a municipality we would never enter into cost arrangements like we are being asked to support at RSC11 without first knowing what our residents can expect for a return on their hard-earned tax dollars.” The Village of New Maryland voted nay to both motions and both motions were defeated. (*Cynthia Geldart, CAO/Clerk and members of Council watched the meeting via the RSC11 live feed.*);
- August 11: luncheon with Fredericton Junction Mayor John Bigger;
- August 11: Union of Municipalities of New Brunswick (UMNB) Zone 5 meeting chaired by Councillor Alex Scholten and held in New Maryland Council Chamber (*Councillor Mariet van Groenewoud also attended and Deputy Mayor Tim Scammell attended via Zoom*);
- August 15: raising of the Acadian Flag at Victoria Hall (*Councillors Laurie Pearson and Mariet van Groenewoud also attended*);
- August 15: raising of the Acadian Flag at Centre Communautaire Saint-Anne (*Fredericton Mayor Kate Rogers and Oromocto Mayor Bob Powell also attended*); and
- August 16: Blueberry Social and Summer Concert with music provided by the Cathy Hutch Trio; Mayor Wilson-Shee thanked the sponsor of the social, M. W. Price & Sons Ltd., and the sponsor of the concert, ALL Accounting, and recognized the teamwork of all members of Council who volunteered at the event, as well as our Recreation Coordinator, Michelle Sawler, for organizing the successful social events.

9. Comments by Members of Council

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

- July 20: UMNB Municipal Reform Committee meeting discussing the new RSC mandates and reform concerns identified by UMNB’s municipal members;
- August 02: observed the RSC11 meeting online to listen to the discussions regarding Ignite Fredericton offering regional economic development services and Fredericton Tourism offering regional tourism services to the RSC11 municipal members;

- August 09: meeting with Hon. Gary Crossman, Minister of Regional Development Corporation (RDC), Hon. Daniel Allain, Minister of Local Government and Local Governance Reform, representatives from UMNb, AMFNB (Association of Francophone Municipalities of NB), and the Cities Association of NB, as well as senior representatives from RDC to discuss federal and provincial infrastructure support of municipal projects, availability of funding, and how future infrastructure funding will be identified;
- August 11: chaired a UMNb Zone 5 meeting where discussions focused on concerns regarding municipal reform and the new RSC mandates, including the results of a survey that was sent to all UMNb members asking for their comments regarding the reform process; and
- August 17: chaired a meeting of UMNb's annual conference committee to discuss final plans for the conference and annual general meeting taking place at the Delta Fredericton on October 07th and 08th, 2022.

10. Planning Advisory Committee (PAC)

The Planning Advisory Committee has not met since the last Council meeting.

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 Mariet van Groenewoud provided an update of the Recreation & Leisure Services Department activities as prepared by Michelle Sawler, Recreation Coordinator.

- She reported that the final 2 (two) weeks of Day Camp are underway and it has been an active and fun summer for the counsellors and campers. The end of summer party will be held the week of 22 August 2022 with special activities including cooking, camper's choice games, and a special field trip to St. Andrews. A reminder was shared that the New Maryland Centre property will be closed to the public between 9:00 a.m. and 4:00 p.m. from Monday through Friday during the last 2 (two) weeks of camp to ensure camper and counsellor safety. Councillor van Groenewoud noted that it was exciting to welcome many new campers this year and as our first year running full capacity camps since 2019, there were minimal absences due to COVID-19. She also commended staff for their hard work, professionalism, and enthusiasm as another successful summer concludes.
- The results of the *Community Better Challenge* were announced by ParticipACTION last week. New Maryland tracked over 800,000 (eight hundred thousand) minutes of activity throughout the month of June, a total of 100,000 (one hundred thousand) more than were tracked in 2021. New Maryland finished 10th (tenth) in the province, compared to 8th (eighth) last year and 98th (ninety-eighth) nationally, which was an increase over last year when we finished 116th (one hundred sixteenth). One area where we would like to see improvement next year is in the individual participation. According to ParticipACTION we had 50 (fifty) individuals track their activity during the challenge so staff will look at opportunities to increase individual participation rates in 2023.
- Ten entries were submitted in the Miracle-Gro Best Garden contest as of 08 August 2022. Prizes will be awarded to everyone who entered and the top 6 (six) entries will receive lawn signs and congratulatory letters, to be coordinated with Mayor Judy Wilson-Shee.
- Registration for the Stay Safe Course scheduled for 24 August 2022 is now at capacity. Staff will look at scheduling another course over the Christmas school break.

- The Recreation maintenance summer students have had a busy and productive summer and most will complete their tenure on or before Friday, 02 September 2022. Councillor van Groenewoud expressed appreciation to the students for their hard work this summer, especially during the hot and humid days in August. Staff also received very positive comments from a coach of the Under 11 soccer team that hosted several Fredericton teams throughout the soccer season regarding the high caliber condition of the Athletic Park soccer field. Compliments included the precise lines, excellent maintenance, and the turf quality. He had several coaches comment to him that it was the nicest grass field they've played on this season.
- The "Honour our Veterans" banner program has been launched and details, including the application form, are available on the Village's website. Staff will be accepting orders to honour a veteran leading up to Remembrance Day. The banners will be displayed later in October until mid-November. The cost of a banner will be \$200 (*two hundred dollars*) plus HST and orders will be accepted until Friday, 02 September 2022.
- The Athletic Park Redevelopment project was launched last week with a start-up meeting and site visit with the project consultants. Over the next few weeks the focus will be on information gathering and a review of the existing Athletic Park amenities. The public consultation process will be launched this fall. Details and opportunities for public input will be shared on the Village's website and social media sites.
- Councillor van Groenewoud concluded her report by noting that the last social of the summer season, the second Mayor's Tea, will be held on Thursday, 25 August 2022 from 2:00 p.m. to 3:30 p.m. at Victoria Hall Park with Katherine Moller and Tom Richards performing. This is a slight time change from the original plans for the event and it will now conclude at 3:30 p.m.

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

12. (ii) Public Works Department Updates

Councillor Laurie Pearson provided an update of the activities of the Public Works Department.

- Village staff investigated 6 (six) Public Works Reports during the month of July 2022. The reports were inquiries from residents regarding culvert repair, speeding and water issues. Residents appreciated the efforts of staff when investigating the reports.
- Councillor Pearson explained that with the new school year starting soon, the Village would like to remind motorists to be cognizant of their speeds as there will be an increase in children walking along sidewalks and streets and crossing at intersections. The posted speed limit on Village streets is 40 km/hr and in the vicinity of the elementary school it is 30 km/hr. The Village has implemented several speed deterrents over the past years such as: speed radars to capture speeds and identify to motorists their speed of travel, line painting to narrow the traffic lanes, 3D Child Silhouette signs, and have recently started planting trees in boulevards to help deter motorists from speeding. Each fall, Council and staff participate in a "Team Up to Slow Down" campaign to bring speeding awareness to residents. If residents want to become involved in our efforts to promote speeding and safety awareness, there are "Keep It to 40" signs available free of charge at the Village office. The speed radars currently in place captured 68,000 (sixty-eight thousand) vehicles last month and observed speeds between 43 km/hr and 48 km/hr. Staff evaluate the data to identify trends and times of day when motorists may be travelling above the posted speed limit. Residents can help by calling the RCMP at 1-888-506-7267 when they notice vehicles travelling above the posted speed limits. The RCMP create a file for each call they receive and if they notice trends, they will consider increasing patrols of that area.

- Public Works staff have been busy with the following activities: repairs and maintenance on equipment, hydrant repairs, water main flushing, culvert repairs, and the maintenance of green spaces throughout the Village.
- Councillor Pearson concluded her report by commenting on the friendliness of staff when they are working throughout the Village. She explained that many people have commented on the crew that are working on the water main flushing regarding their friendliness and she expressed her appreciation to staff.

MOVED BY Councillor Laurie Pearson and **seconded by** Councillor Alex Scholten the adoption of the Public Works Department report as presented. **MOTION CARRIED.**

12. (iii) Finance Department Motions

Councillor Alex Scholten explained that funds had previously been placed in reserved by Council for a variety of approved projects that were to take place in 2022 and these funds need to be transferred out of reserve at this time in order to cover costs.

The following is a list of approved budget amounts to be transferred:

- \$20,000 (*twenty thousand dollars*) for fire hall doors;
- \$66,430 (*sixty-six thousand, four hundred and thirty dollars*) for the fire bunker gear and breathing apparatus;
- \$4,975 (*four thousand, nine hundred and seventy-five dollars*) for the Centennial Gardens Walking Trail;
- \$29,815 (*twenty-nine thousand, eight hundred and fifteen dollars*) for the generator automatic transfer switch.
- \$15,465 (*fifteen thousand, four hundred and sixty-five dollars*) for the public works sand/salt shed;
- \$10,665 (*ten thousand, six hundred and sixty-five dollars*) for the New Maryland Centre elevator sump pump;
- \$21,410 (*twenty-one thousand, four hundred and ten dollars*) for the water treatment plant SCADA System;
- \$15,000 (*fifteen thousand dollars*) for the compensation review;
- \$32,872 (*thirty-two thousand, eight hundred and seventy-two dollars*) for the Regional Aquatic Facility; and
- \$1,000 (*one thousand dollars*) for the balance of the Urban Design Review.

MOVED BY Councillor Alex Scholten 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 Capital Reserve Fund (Acct # 0626 1015-021) to the General Capital Fund (Acct #0626 1020-875) \$147,350 (*one hundred forty-seven thousand, three hundred fifty dollars*). **MOTION CARRIED.**

MOVED BY Councillor Alex Scholten 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) \$21,410 (*twenty-one thousand, four hundred ten dollars*). **MOTION CARRIED.**

MOVED BY Councillor Alex Scholten 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) \$48,872 (*forty-eight thousand, eight hundred seventy-two dollars*). **MOTION CARRIED.**

12. (iv) Administration / Clerk's Office Motions

Councillor Mike Pope explained that during a recent Compensation and Benefits Review, the challenges and struggles surrounding recruitment and retention of qualified and engaged staff were discussed. One recommendation from the consultant who conducted the review was that we enhance our Human Resources benefits. Our Chief Administrative Officer and Treasurer proposed a number of initiatives to Council and after reviewing the recommendations, Council agreed to move forward with 3 (three) new benefits for our staff. The following motion will add the benefits to our Human Resources Policy Manual.

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 Chief Administrative Officer and Treasurer, amend the Human Resources Policy Manual to include the following:

- (1) **Hours of Work, Section 9 – Office Closure Between Christmas and New Year's Day:** The Village Office will be closed between Christmas (December 25) and New Year's Day (January 01) each year. Staff are required to maintain the operational efficiencies of the on-call and stand-by services during this period, as per usual.
- (2) **Hours of Work, Section 10 – Community Volunteerism:** All regular full-time employees are eligible to use one paid day per year in volunteerism for a community or non-profit organization. The Community Volunteerism Day may be requested at the discretion of the employee, however the time must be approved by the Chief Administrative Officer based on the relevant department's schedule and workload. Only one Community Volunteerism Day will be permitted each year, between January 01 and December 31, and is not allowed to be carried over to the following year.
- (3) **Benefit Program – Section 6: Wellness Allowance:** In an effort to promote and encourage overall wellness and general good health, leading to a more productive workforce, all regular full-time employees are offered an annual Wellness Allowance of up to \$250.00 (*two hundred fifty dollars*). This is an annual allowance available between January 01st and December 31st each year and is not accumulative or permitted to be carried over to the following year. The wellness allowance is based on reimbursement and receipts must be submitted to the Chief Administrative Officer for approval, tracking and compensation.

MOTION CARRIED.

13. Approval of the Treasurer's Report

MOVED BY Deputy Mayor Tim Scammell 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 July 2022 from: the General Operating account by cheques and direct payments **\$ 582,591.48** (*five hundred and eighty-two thousand, five hundred and ninety-one dollars and forty-eight cents*); the Water & Sewer Operating account **\$ 58,708.69** (*fifty-eight thousand, seven hundred and eight dollars and sixty-nine cents*); the General Capital account **\$ 17,642.15** (*seventeen thousand, six hundred forty-two dollars and fifteen cents*); and the Water & Sewer Capital account **\$ 173,193.86** (*one hundred seventy-three thousand, one hundred ninety-three dollars and eighty-six cents*). **MOTION CARRIED.**

14. Public Input / Inquires

No comments or inquiries were brought forward.

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, 21 September 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 7:52 p.m.

Respectfully submitted,

Cynthia Geldart
CAO/Clerk

Judy Wilson-Shee
Mayor

Cynthia Geldart
CAO/Clerk