

Village of New Maryland
Council
18 October 2023

Present:	Mayor Judy Wilson-Shee Councillor Laurie Pearson Councillor Alex Scholten Cynthia Geldart, CAO/Clerk Harry Farrell, Fire Chief	Deputy Mayor Tim Scammell (<i>virtually</i>) Councillor Mike Pope Councillor Mariet van Groenewoud Shawna Cyr-Basque, Assistant Clerk
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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 explained that the meeting was being recorded for broadcast.

The Mayor noted that Deputy Mayor Tim Scammell joined the meeting via Teams.

2. Approval of the Agenda

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

3. Approval of the Minutes

MOVED BY Councillor Mike Pope and **seconded by** Councillor Mariet van Groenewoud that the minutes of the regular session of Council on 20 September 2023 be approved as circulated. **MOTION CARRIED.**

MOVED BY Councillor Mike Pope and **seconded by** Councillor Alex Scholten that the minutes of the special session of Council on 27 September 2023 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:

- September 21: Parish of New Maryland (PNM) Zoomers potluck followed by a guest speaker from Scott's Nursery;
- September 22: 80th birthday celebration for Audrey Hyde held at the New Maryland Centre (NMC);
- September 23: the Oromocto Galleria's 4th annual Fall Vendor Tailgate Party;
- September 26: met with Cassidi Phillips of Riverview Ford;
- September 27: Partners for Youth luncheon held at the Delta and keynote speakers included NB Leader of the Official Opposition and MLA Susan Holt, Honourable Jill Green and Member of Parliament Jenica Atwin (*Councillor Mariet van Groenewoud attended as well*);

- September 27: raised the “Every Child Matters” flag in recognition of the children who never came home, as well as the survivors, their families and communities impacted by residential schools (*all members of Council, Fire Chief Farrell and Assistant Clerk Shawna Cyr-Basque attended as well*);
- September 30: Frank Dunn Memorial Golf Tournament. Mayor Wilson-Shee thanked everyone who assisted in making the event a great success. She further acknowledged and thanked those who sponsored a hole, the companies who donated prizes, the golfers who registered a team (there were 18 teams in total), Stanley Mutual Insurance for sponsoring a hole-in-one, Lance and Nowlan for their assistance, a special acknowledgement to Sales Representative and Marketing Coordinator Cassidi Phillips for the support received from Riverview Ford Lincoln and Honda Riverview, to Marie for the fudge and Pat and her daughter for the decorated cookies and to her Assistant, Tina. The tournament raised over \$6,500 (*six thousand, five hundred dollars*) and the funds will go towards the Athletic Park Redevelopment Project;
- October 02: PNM Zoomers monthly meeting where she presented Gary and Carolyn Campbell with a 50th Wedding Anniversary certificate;
- October 03: Capital Region Service Commission (CRSC) Board meeting which began with a meet and greet at 5:00 p.m.;
- October 05: presented Alan Beer with a certificate in recognition of his participation in the Invictus Games held in Germany. He competed in Archery and Wheelchair Basketball;
- October 12: New Maryland Fire Department (NMFD) Open House in recognition of Fire Prevention Week;
- October 13: New Maryland Elementary School (NMES) Fall Frolic. The Mayor commented that the firework display was impressive. (*Councillor Alex Scholten participated and volunteered at the popcorn station*);
- October 14: breakfast hosted by the Lions Club where NMFD volunteers looked after the cooking and members of Kat’s Kitchen volunteered as well. There were approximately 200 (two hundred) meals served and \$2,150.00 (*two thousand, one hundred and fifty thousand dollars*) was raised and will go to Kat’s Kitchen (*Councillor Scholten volunteered as a Lions member*);
- October 14: Connect with your Community Expo to promote healthy aging held at Leo Hayes High School. The Mayor noted the PNM Zoomers had a table with a nice display;
- October 15: The Church of St. Mary the Virgin Open House where approximately 100 (one hundred) people toured the building (*Councillor Mike Pope attended as well*);
- October 16: CRSC virtual meeting with senior staff and the Vice Chair to select a Director for the Finance Committee, due to a vacancy;
- October 17: Community Connector Town Hall session held at O’Dell Park Lodge;
- October 17: UMNZB Zone 5 meeting hosted at the Village office (*Councillor Alex Scholten attended as well*); and
- October 17: The Mayor commented that she and Councillor Scholten were not in attendance for the Lions Club Open House due to a meeting commitment, however she provided congratulations to Angel Collrin, Owen Nicholson and Caleb Scholten for receiving the Lions Club scholarship. She further noted there were 10 (ten) scholarship applications received in total.

9. Comments by Members of Council

Councillor Alex Scholten provided an update of the meetings and events that he attended:

- September 21: Chamber of Commerce Immigration Advocacy Committee meeting to discuss issues impacting newcomers in the community and New Brunswick;
- September 25: New Maryland Lions Club Food and Toy Drive meeting with Head Lion Mark Mahoney and Chief Harry Farrell to discuss parade routes for this year’s food and toy drive;

- September 25: Coalition of Creative Citizen's Board meeting and discussed the impacts of municipal reform on municipalities and the next steps anticipated in the reform process;
- September 25: UMNB and the Federation of Canadian Municipalities (FCM) virtual meeting to discuss how the Big City Mayors' Caucus collaborates with the greater FCM Board and staff;
- September 26: UMNB Conference Committee meeting to discuss plans for the upcoming members' conference. The topics discussed included the conference presentations, guest speakers and the agenda;
- October 03: UMNB Executive meeting to discuss election preparedness and how to best represent UMNB municipal members should a provincial election be announced;
- October 04: UMNB Municipal Reform Committee meeting to discuss issues and concerns municipalities had regarding municipal reform. The topics of discussion included the cancellation of the Fiscal Summit and issues concerning the budgets being released by the Regional Service Commissions (RSCs) in the province, as well as challenges municipalities are having with their budgets;
- October 05: Fredericton Chamber of Commerce Business Excellence Awards ceremony held at the Delta Hotel in Fredericton. Councillor Scholten commented that it was inspiring to hear business success stories from the City and the greater Fredericton area and excellence in business on display at the event, as well to learn about the outstanding community work provided by Fredericton businesses. He further commented that the Oromocto Galleria was the winner in the small business category and congratulated the Galleria on its success;
- October 17: UMNB Zone 5 meeting held at the Village office to discuss members' concerns in the surrounding area, which comprises UMNB Zone 5. He noted the topics of discussion included policing and public safety, housing, infrastructure, municipal reform and budgets; and
- October 17: Councillor Scholten shared that Lions Club awarded 3 (three) scholarships to students which included his son Caleb and commented that he is proud of Caleb's hard work and for being awarded with the scholarship. He thanked the Lions Club for the recognition and noted the scholarship will be put to good use, as his son enters his first year in Biology and Science at the University of New Brunswick (UNB).

Councillor Mike Pope shared that he enjoyed his first visit to the Church of St. Mary the Virgin. He commended Mayor Wilson-Shee and the New Maryland Heritage Association (NMHA) for their efforts to restore the church.

10. Planning Advisory Committee (PAC)

Councillor Alex Scholten provided a summary of the Planning Advisory Committee (PAC) meeting of Monday, 02 October 2023.

- The September 2023 summary report included 12 (twelve) building permits issued for residential renovation projects. He noted that 2 (two) permits issued were for new home construction in the Centennial Gardens Subdivision. The monthly totals amounted to \$828,016.00 (*eight hundred twenty-eight thousand, sixteen dollars*) in estimated value of construction and \$6,280.25.00 (*six thousand, two hundred eighty dollars and twenty-five cents*) in permit fee revenue for the month.
- He explained the 2023 year-to-date totals were 83 (eighty-three) permits, \$2,769,873.25 (*two million, seven hundred sixty-nine thousand, eight hundred seventy-three dollars and twenty-five cents*) in construction value and \$21,420.75 (*twenty-one thousand, four hundred twenty dollars and seventy-five cents*) in permit fee revenue.
- Councillor Scholten further explained that the Committee discussed an application to approve a second driveway at 32 Woodlawn Lane and decided to defer the decision until their next meeting to allow for the review of further information related to past secondary driveway approvals.

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

11. Emergency Response Plan Committee (ERPC)

Councillor Laurie Pearson provided an update of the Emergency Response Plan Committee (ERPC) activities.

- The ERPC met on Thursday, 28 September 2023. She noted there was discussion on the Voyent Alert system and that staff are currently working with representatives from Voyent Alert to obtain the system for the Village. It was also noted that Sentinel had discontinued their system earlier this year and a number of municipalities were impacted.
- Staff have researched various emergency alert providers and discussed options with the organizations represented on the Committee, as well as with neighbouring communities.
- Voyent Alert provided a demonstration which was well received by staff and a few Committee members who specialize in communications and technology. Staff are confident the Voyent Alert system will be an excellent tool. Training sessions are being scheduled and detailed information will be shared with residents in the near future.
- Councillor Pearson further explained that the system will also enable staff to advise residents of events other than emergency situations, such as boil orders and street closures. Also, it has the capability of allowing staff to send alerts to specific subdivisions or streets.
- She explained that the Village has other platforms for sharing information with residents such as Facebook, X (formerly known as Twitter), the Village E-News, as well as in emergency situations the NB Emergency Management Organization (NBEMO) has the ability to send emergency alerts to residents. There will be an extensive communications campaign to encourage all residents to sign up for Voyent Alert.
- The Committee discussed the requirement for representatives from volunteer organizations to have record checks completed by the RCMP, as it is important to ensure the safety of residents during emergency response situations.
- Staff encouraged Committee members to provide pertinent medical information that may assist staff to ensure the safety of its members and to provide a quick response to any potential medical situations. It was assured the information is handled with the highest level of confidentiality.
- The ERPC has been active in tabletop, field and provincial training exercises over the past few years. Councillor Pearson commented that momentum was lost during the Covid pandemic and the Committee is making plans to engage in an exercise early in the New Year. There are a number of new representatives on the Committee, therefore training is critical to ensure everyone is aware of individual responsibilities and of each other's roles. Training is a key factor for the Committee and staff are working to ensure that members have participated in the Basic Emergency Management course and the Incident Command System (ICS) 100 training course.
- Councillor Pearson concluded her report by commenting the Village is fortunate to have an active and well-trained Committee and shared that the representatives on the Committee includes senior staff, the Regional Emergency Management Coordinator, representatives from the NBEMO, York-Sunbury Ground Search and Rescue, Canadian Red Cross, Fredericton Amateur Radio Club, Ambulance NB, Horizon Health, Anglophone-West School District, Faith Baptist Church, New Maryland Lions Club, PNM Zoomers and the RCMP.
- The Committee's next meeting will be held in January 2024.

MOVED BY Councillor Laurie Pearson and **seconded by** Councillor Alex Scholten the adoption of the Emergency Response Plan Committee report as presented. **MOTION CARRIED.**

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.

- The Village's annual Remembrance Day service is scheduled for Saturday, 11 November 2023 at 10:45 a.m. and will be held at the New Maryland Cenotaph located at Victoria Hall park. A reception will follow the service and will be held at the New Maryland Centre. She explained that residents who wish to lay a wreath during the ceremony are requested to contact the Village office no later than Friday, 06 November 2023. As well, wreaths may be purchased through the Royal Canadian Legion Branch # 4 (four).
- The Fall 2023 / Winter 2024 Newsletter was mailed to residents and copies are available at the Village office. Councillor van Groenewoud encouraged residents to check out the planned activities and events happening in the Village, as well as updates on important departmental projects.
- The Village's annual Pumpkin Carving event is scheduled for Saturday, 21 October 2023 and will be held at the New Maryland Centre. Councillor van Groenewoud explained there are 3 (three) timeslots available at 10:00 a.m., 11:15 a.m. and 12:30 p.m. She noted registration will be required and there will be 15 (fifteen) tables per session. Further details are available on the Village's website and social media.
- Staff are accepting registrations for the Stay Safe course scheduled for Friday, 24 November 2023. The cost is \$55.00 (*fifty-five dollars*) and a fillable registration form and general course information is available on the website and social media.
- The PNM Zoomers monthly meetings are held on the first Monday of the month at 10:00 a.m. and the next meeting is scheduled for Monday, 06 November 2023. Councillor van Groenewoud highlighted the following programs and activities: the Stretch and Strengthening classes take place every Tuesday and Thursday from 10:00 a.m. to 11:00 a.m.; the Craft Club meets every other Wednesday from 9:00 a.m. to 12:00 p.m. and the next meeting is scheduled for Wednesday, 25 October 2023; the Book Club meets every fourth Thursday at 11:00 a.m. and the next meeting is scheduled for Thursday, 26 October 2023; the Painting Group meets on Wednesdays from 12:30 p.m. to 3:30 p.m.; and the next Potluck Social is scheduled for Thursday, 16 November 2023 to be held at the New Maryland Centre with a guest speaker at 7:00 p.m.
- The PNM Zoomers offer \$500.00 (*five hundred dollar*) scholarships to University and High School students enrolling in or enrolled in geriatric or related fields. She noted application forms can be found on the Village's website under the senior group and the deadline for applications is the end of June 2024.
- Councillor van Groenewoud concluded her report by sharing that PNM Zoomer memberships are from January to December and the cost is \$20.00 (*twenty dollars*). Membership forms can be found on the Village's website. It was noted that members must have up-to-date Covid vaccinations. Further details on Zoomer activities can be found on the Village's website or via email at pnmzoomers@gmail.com.

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

12. (ii) Public Works Department Updates

Councillor Mike Pope provided an update of the activities of the Public Works Department.

- Staff investigated 8 (eight) Public Works reports during the month of September 2023. The reports were inquiries from residents regarding culvert repair and tree damage from Hurricane Lee.
- Staff monitored the speed radars and identified that most motorists are being respectful of the posted 40 (forty) kilometers per hour speed limit; Councillor Pope reminded residents the importance of respecting the 30 (thirty) kilometers per hour speed limits in school zones and to be mindful of pedestrians.

- The annual Fall Leaf Collection early drop-off is scheduled for Saturday, 21 October 2023. A large bin will be located at the Village office from 9:00 a.m. to 12:00 p.m. and the leaves must be contained in compostable bags. The pick-up dates have been scheduled for Wednesday, 01 November 2023 and Thursday, 02 November 2023. The bags should contain only leaves and no other yard debris, and the use of compostable bags is required. Staff will only pick up leaves that are contained in compostable bags during this collection.
- Charters Construction continued work on Contract 6, Water Distribution Main, for the Sunrise Wellfield Development project. The major construction on the New Maryland Highway was finished with paving being completed on Tuesday, 10 October 2023. The work will continue along the Highway with minor traffic interruptions. The project is expected to be completed by the end of October.
- Philson Ltd. continued work on Contract 5, Water Supply System. The installation of exterior cladding, mechanical and electrical components and site work preparation are being done at the 2 (two) well houses. Councillor Pope thanked everyone for their cooperation and patience during these construction projects.
- He concluded his report by explaining staff will be planting deciduous trees within the limits of the 20 (twenty) metre-wide municipal rights-of-way over the next few weeks, in continuation of the Urban Reforestation project conducted over the past 4 (four) years. The locations will be determined based on on-site specific criteria and recommended best practices.

MOVED BY Councillor Mike Pope and **seconded by** Councillor Mariet van Groenewoud the adoption of the Public Works Department report as presented. **MOTION CARRIED.**

12. (iii) New Maryland Fire Department Quarterly Report

Fire Chief Harry Farrell provided a summary of the quarterly report for July, August and September 2023. The report consisted of a total of 17 (seventeen) fire calls and 161 (one hundred and sixty-one) firefighting hours. The fire calls included 7 (seven) calls within the Village limits for a total of 46 firefighting hours, 10 (ten) calls outside the Village limits for a total of 115 (one hundred and fifteen) firefighting hours and there were no mutual aid calls.

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

12. (iv) Development Services Department

Councillor Laurie Pearson explained she had 2 (two) motions to bring forward. The first motion was for the adoption of the *Village of New Maryland Urban Design Standards and Public Realm Guidelines* final report. She further explained the objective of the report was to promote the evolution of an attractive and vibrant commercial and residential core, along the New Maryland Highway and that the Village obtained the services of Upland Planning and Design Inc. to develop a set of design standards and guidelines to achieve that goal.

MOVED BY Councillor Laurie Pearson 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 senior staff, hereby adopt the *Village of New Maryland Urban Design Standards and Public Realm Guidelines* final report as attached hereto. **MOTION CARRIED.**

She explained the second motion was to commence readings for the requested *By-law Amendment No. 04-02-2023* regarding the proposed apartment buildings at 196 Phillips Drive.

The proponent had requested the subject parcels be re-zoned from a Residential Zone 2 (two) to a Residential Zone 3 (three) to accommodate the future development of a 2 (two)-story, 28 (twenty-eight)-unit apartment building and a 2 (two)-story, 20 (twenty)-unit apartment building. It was also noted that Deputy Mayor Tim Scammell abstained from voting.

MOVED BY Councillor Laurie Pearson and **seconded by** Councillor Mike Pope the following Resolution of Council: ***Be It Resolved That*** the Council for the Village of New Maryland commence the necessary readings to enact *By-law Amendment No. 04-02-2023, a By-law to Amend the Village of New Maryland Zoning By-law*. **MOTION CARRIED.**

12. (v) Seniors Advisory Committee (SAC)

Councillor Mariet van Groenewoud provided an update of the activities of the Seniors Advisory Committee (SAC).

- RCMP Constable Ménard attended the meeting and will work with the Committee to assist in the establishment of a Neighbourhood Watch Program. Constable Ménard explained she would take the Committee's questions to 1 (one) of the Community Program Officer and report back to the Committee in October. She also suggested the Committee establish a Neighbourhood Watch private Facebook group page to be administered by Village staff and explained the page would also be monitored by the RCMP. Mayor Wilson-Shee expressed that the intent of establishing a Neighbourhood Watch program was to ensure the safety of the community, for neighbours to look out for neighbours and to implement measures to prevent crime in the area. She further explained that the program was not intended to create a perception that the community is not safe.
- The draft *Community Action Plan* was being modified to include a document for proposed actions and for completed actions. The updated version will be sent to the Committee over the next few weeks.
- The Committee agreed new members should be invited to join the SAC in the New Year. It was explained the Committee name would remain as "Seniors Advisory Committee", however, youth aged 17 (seventeen) to 22 (twenty-two) or 25 (twenty-five) and under would be invited to join and contribute to the Age-Friendly Initiative.
- Councillor van Groenewoud concluded her report by sharing the next SAC meeting is scheduled for Monday, 23 October 2023 at 7:00 p.m.

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

12. (vi) Finance Department

Councillor Mike Pope explained he had 4 (four) motions to transfer funds which were approved in the 2023 budget.

MOVED BY Councillor Mike Pope and **seconded by** Councillor Alex Scholten 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) \$595,000 (*five hundred and ninety-five thousand 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 Operating Fund (Acct # 0626 1014-176) to the Utility Capital Reserve Fund (Acct # 0626 1018-839) \$84,800 (*eighty-four thousand, eight hundred dollars*). **MOTION CARRIED.**

MOVED BY Councillor Mike Pope and **seconded by** Councillor Alex Scholten 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) \$6,000 (*six thousand dollars*). **MOTION CARRIED.**

MOVED BY Councillor Mike Pope and **seconded by** Councillor Laurie Pearson 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) \$86,500 (*eighty-six thousand, five hundred dollars*). **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 September 2023 from the General Operating account by cheques and direct payments **\$1,149,383.18** (*one million, one hundred and forty-nine thousand, three hundred and eighty-three dollars and eighteen cents*); from the Water & Sewer Operating account **\$51,289.34** (*fifty-one thousand, two hundred and eighty-nine dollars and thirty-four cents*); from the General Capital account **\$25,452.86** (*twenty-five thousand, four hundred and fifty-two dollars and eighty-six cents*); and from the Water & Sewer Capital account **\$1,379,620.71** (*one million, three hundred and seventy-nine thousand, six hundred and twenty dollars and seventy-one cents*). **MOTION CARRIED.**

14. Public Input / Inquires

No input and/or inquiries were brought forward.

15. New Business

Councillor Laurie Pearson explained that she had motions for first and second readings of the requested *By-law Amendment 04-02-2023*. It was noted that Deputy Mayor Tim Scammell abstained from voting.

MOVED BY Councillor Laurie Pearson and seconded by Councillor Mariet van Groenewoud to read *By-law Amendment No. 04-02-2023*, for the first time, this reading by title only. **MOTION CARRIED.**

Councillor Pearson read the title *By-law Amendment No. 04-02-2023*.

MOVED BY Councillor Laurie Pearson and seconded by Councillor Alex Scholten to read *By-law Amendment No. 04-02-2023*, for the second time, this reading by title only. **MOTION CARRIED.**

Councillor Pearson read the title *By-law Amendment No. 04-02-2023*.

16. Date, Time and Location of Next Meeting

The next formal Council meeting is scheduled for Wednesday, 15 November 2023 at 7:30 p.m. in Council Chamber.

17. Motion for Adjournment

MOVED BY Councillor Alex Scholten and **seconded by** Councillor Mike Pope to adjourn the meeting. **MOTION CARRIED.**

The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Shawna Cyr-Basque

Shawna Cyr-Basque
Assistant Clerk

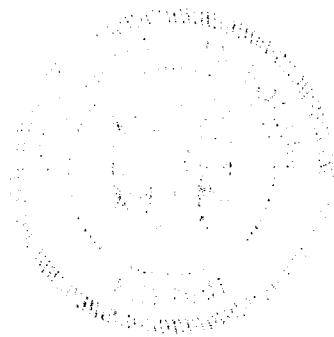
Judy Wilson-Shee

Judy Wilson-Shee
Mayor



Cynthia Geldart

Cynthia Geldart
CAO/Clerk



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