

Village of New Maryland
Council
21 February 2024

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

Deputy Mayor Mike Pope
Councillor Tim Scammell
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 explained that the meeting was being recorded for broadcast.

2. Approval of the Agenda

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

3. Approval of the Minutes

MOVED BY Councillor Tim Scammell and **seconded by** Deputy Mayor Mike Pope that the minutes of the regular session of Council of 17 January 2024 be approved as circulated. **MOTION CARRIED.**

MOVED BY Councillor Mariet van Groenewoud and **seconded by** Councillor Alec Scholten that the minutes of the Special Session of Council of 24 January 2024 be approved as circulated.
MOTION CARRIED.

4. Disclosure of Interest

No *Disclosures of Interest* were declared.

5. Presentations

There were no presentations.

6. Proclamations

No proclamations were brought forward.

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:

- ❖ January 18: Capital Region Service Commission (CRSC) Audit Committee;
- ❖ January 19: Oromocto Galleria 10th Anniversary event;
- ❖ January 22: CRSC Oversight Committee;
- ❖ January 22: Seniors Advisory Committee (*Councillor Scammell also attended*);
- ❖ January 25: lunch with MLA Jeff Carr;
- ❖ January 25: State of the Province Address (*Deputy Mayor Pope and Councillors Pearson, Scammell & Scholten also attended*);

- ❖ January 26: a morning Orientation Session hosted at the Wu Centre by CRSC staff with Directors and Alternates attending (*Deputy Mayor Pope also attended*);
- ❖ January 30: *Emergency Be Ready* presentation sponsored by the Village and hosted via Zoom by the Red Cross Coordinator who serves on our Emergency Response Plan Committee (ERPC);
- ❖ February 6: CRSC monthly Board meeting;
- ❖ February 8: CRSC Governance Committee;
- ❖ February 16: Seniors Valentine's Tea held at the New Maryland Centre; a very successful event with an excellent turnout (*Councillor van Groenewoud also attended*); and
- ❖ February 20: New Maryland Lions Club meeting.

Mayor Wilson-Shee also expressed congratulations to the University of New Brunswick (UNB) REDS men's hockey team who finished the season undefeated. She further explained that the REDS finished the regular season with 30 wins and no losses, becoming the first U SPORTS team with a perfect record since the Western Mustangs went 24-0 in 2002. She congratulated Coach Gardiner MacDougall for being recognized as the winningest coach in the 100-year history of UNB men's hockey.

9. Comments by Members of Council

Councillor Alex Scholten also congratulated Coach MacDougall for over 490 career wins. He then provided an update of the meetings and events that he attended since the last Council meeting:

- January 19: Union of Municipalities of New Brunswick (UMNB) Advocacy Days Committee to organize an Advocacy Day event with representatives of municipalities across the province where they can voice concerns regarding matters impacting them with the provincial government, including municipal fiscal reform, tax reform, housing, health care, police services, and downloading of additional services;
- January 23: Fredericton Community Foundation Board orientation;
- January 24: UMNB Municipal Reform Committee where staff and elected officials from various NB municipalities discussed issues and opportunities arising from municipal reforms introduced by the provincial government; Councillor Scholten commented on the dedication and significant commitment of the committee members and explained that they have met every 2 (two) weeks for the past 2 (two) years, since municipal reforms were introduced;
- January 27: volunteered at the United Commercial Travelers' charity poker tournament held at the Fredericton Inn; Councillor Scholten explained that the New Maryland Lions Club is contemplating hosting a similar fundraising event at the New Maryland Centre in the coming months and this event provided an opportunity for Lions Club members to get a better idea of how the fundraiser would work;
- January 29: UMNB Executive Committee to finalize the merger between UMNB and the Cities of NB Association, as well as discuss the advocacy days initiative;
- February 06: panel discussions with business owners in the Fredericton area conducted by the Multicultural Association of Fredericton (MCAF) and Immigration, Refugee and Citizenship Canada regarding the importance of immigration to the area's economic growth and the challenges faced by businesses as they navigate the immigration system in NB and Canada when hiring newcomer employees;
- February 12: Ignite Capital Region information session regarding immigration programs in NB;
- February 13: session hosted by the Association of Municipal Administrators of NB (AMANB) who have been retained by the province to update the *Local Governance Resource Manual*; the manual is used by municipal staff and Council members to understand how municipalities conduct their business pursuant to the governing legislation, however it is extremely outdated and AMANB is working with ministry staff, administrators, and elected officials to update the content, with a target date of the end of March; and

- February 21: UMN Municipal Reform Committee to discuss municipal fiscal reform, the upcoming advocacy days, housing issues, challenges with Regional Service Commission reform, and issues various municipalities are having with garbage collection.

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 on the Recreation & Leisure Services Department activities.

- The Athletic Park outdoor rink opened on 27 January 2024, closed on 10 February 2024 due to mild temperatures, and reopened on 14 February 2024 in excellent condition. The weather forecast indicates that the rink may remain open for a few more weeks. The rink is open 24 (twenty-four)/7 (seven), unless staff are maintaining or flooding the rink, with dusk to dawn lighting, a cleared parking area adjacent to the rink, on-site bleachers and a portable washroom onsite. With the rink reopening this week, staff are planning to host the Glow Skate on Saturday, 24 February 2024 from 6:00 p.m. to 8:00 p.m. There will be a bonfire, glow sticks and wearables to give away, hot chocolate and marshmallows for roasting. Details have been shared on the Village website and social media.
- The Seniors Valentine's Tea was held on Friday, 16 February 2024 with 60 (sixty) people in attendance. The event was very well received and included a light lunch, entertainment provided by Katherine Moller and Tom Richards, a "sweethearts" display of pictures, and Valentine's Trivia. Due to the success of the event, staff would like to offer it again in future years around the same time. We received sponsorship for this event in the amount of \$575.00 (*five hundred seventy-five dollars*) from Dave Dunbar and Councillor van Groenewoud offered sincere appreciation for his generous donation.
- The Recreation & Leisure Services Department is offering 3 (three) unique one-day camps for youth ages 6 (six) to 12 (twelve) over the March break. Registration opened on 05 February 2024 and has been brisk. The camps scheduled for 06 March 2024 (Cooking Camp) and 07 March 2024 (Outdoor Survivor) are both at capacity with 20 (twenty) registrations and the camp planned for 05 March 2024 (Weird Science) currently has 1 (one) available spot. The registration form and camp details are on the Village website, which includes a fillable camp registration form that can be e-mailed and the option for payments via e-transfer.
- The next Babysitter course is scheduled for Friday, 08 March 2024 and will be held at Victoria Hall from 9:00 a.m. until 4:00 p.m. The cost for the course is \$60 (*sixty dollars*) and there is only 1 (one) spot available. The registration form is online and payment via e-transfer is available.
- Staff recently completed funding applications for both CSJ (Canada Summer Jobs) and SEED (Student Employment Experience) programs for summer student positions. In addition, an application was submitted through the Canadian Parks & Recreation Association (CPRA) for Green Jobs funding for a temporary recreation maintenance position in the fall. The summer student positions will be advertised later this week, with a closing date of 25 March 2024. Additional information will be available on the Village website and social media.
- The final version of the Athletic Park Redevelopment Plan has been posted on the Village website and shared on social media, as well as on LinkedIn. The Recreation Coordinator had a very positive meeting recently with representatives from the province to discuss the project and was advised that a new Federal

Infrastructure Program is expected to be announced in the spring and that this project would be a good fit for the program.

- The Parish of New Maryland (PNM) Zoomers' activities and program highlights are as follows:
 - monthly meetings are held on the first Monday of the month at 10:00 a.m. and the next meeting is scheduled for 04 March 2024;
 - Stretch and Strengthening classes take place every Tuesday and Thursday morning from 10:00 a.m. until 11:00 a.m.;
 - the Craft Club meets every other Wednesday from 9:00 a.m. until 12:00 p.m. and they met this morning, 21 February 2024;
 - the Book Club meets every 4th (fourth) Thursday at 11:00 a.m.; their next meeting is scheduled for 22 February 2024 when they will discuss the book *The Little Liar* by Mitch Albom;
 - the Painting Group meets on Wednesday afternoons from 1:00 p.m. to 4:00 p.m.;
 - Yoga classes are being offered on Mondays at 2:00 p.m. and Thursdays at 6:00 p.m. in the Seniors Centre;
 - Potluck Socials will take place every other month in the Seniors Centre, starting at 6:00 p.m. with a speaker scheduled for 7:00 p.m.; the social scheduled for 21 March 2024 will include a guest speaker from Scott's Nursery;
 - the PNM Zoomers' memberships are effective from January through to December with an annual cost of \$20.00 (*twenty dollars*); the 2024 membership forms are now available and can be found on the Village website under the Senior Group heading; and
 - additional information is available on the Village website or via email at pnmzoomers@gmail.com.
- Weather and rink conditions permitting, a Glow Skate will be held on Saturday, 24 February 2024 from 6:00 p.m. to 8:00 p.m. at the Athletic Park outdoor rink.
- We are now in the 4th (fourth) week of the Snow Much Fun contest. Councillor van Groenewoud shared a reminder that staff draw for prizes on Fridays from the weekly submissions. Contest entries can be emailed to our Recreation Coordinator.
- Councillor van Groenewoud concluded her comments by reporting that the New Maryland Elementary School will be closed for March Break from 02 March 2024 to 10 March 2024 inclusive.

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

Councillor van Groenewoud reported that she had a motion to bring forward regarding the New Maryland Centre rental policy and application form. She explained that an event was held at the New Maryland Centre in July 2023 that conflicted with the Village of New Maryland's values and principles as set out in the Strategic Plan. The terms and conditions of the rental policy at that time did not allow the Village to cancel or stop the event. To prevent any inappropriate activity from occurring again, the rental policy was reviewed by the Village's legal counsel and recommendations were then incorporated into a new rental policy.

MOVED BY Councillor Mariet van Groenewoud and **seconded by** Councillor Tim Scammell the following Resolution of Council: ***Be It Resolved That*** the Council for the Village of New Maryland, as per the recommendation of the Community Facilities Manager, approve and adopt the revised New Maryland Centre Rental Application form and information as attached hereto, effective as of 01 March 2024.

MOTION CARRIED.

12. (ii) Public Works Department Updates

Councillor Alex Scholten provided an update on the activities of the Public Works Department as provided by Rockland Miller, Public Works Supervisor.

- Public Works staff investigated 1 (one) report in January 2024 for snow removal operations. The report was resolved to the satisfaction of the residents and staff.
- Public Works staff are busy with winter maintenance activities which include: plowing, salting, and sanding of sidewalks and access roads; monitoring stormwater systems and open ditches during mild weather events; cleaning up garbage throughout the Village; repairing equipment when breakage occurs; maintaining water and wastewater equipment; rejuvenating production wells to improve their performance; and continuing training on safety and operational procedures.
- The Village has tendered the construction of a Water Treatment Process (WTP) Control Building and a Booster Pump/ PRV Station for the Sunrise Wellfield Development project. This tender involves the construction of 2 (two) buildings, the development of 2 (two) sites including emergency power, paving, landscaping, and security fencing. The WTP will be constructed in the Sunrise Estates subdivision near the Sunrise Estates Park and the Booster Station will be constructed along the New Maryland Highway in front of the Village's Operations Building. This wellfield development will provide redundancy for the Village's existing water system as well as allow further development in the Village. The Sunrise Wellfield Development project would not be possible without the financial support from both the federal and provincial governments.
- The winter weather has created numerous fluctuations in temperatures. Councillor Scholten reminded motorists to allow extra time and greater stopping distances when slippery conditions may exist and for drivers to keep their speeds to the posted 40km/hr speed limit, other than in the school zone, and to be mindful of pedestrians using crosswalks and walking along streets with no sidewalks.
- The ban on overnight parking on Village streets is now in effect. As per the *Traffic and Parking By-law No. 63-2022 section 3.04(c) No person shall stop, stand or park any vehicle on any street or public space, in the "Winter Period" between the hours of 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.*
- 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. He remarked that any assistance in that regard is greatly appreciated by staff and sincerely thanked residents who have helped keep hydrants clear of snow in the past.

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

12. (iii) Finance Department

Councillor Laurie Pearson reported that she had a motion to bring forward regarding the Village's *Asset Management Plan*. The Village recently completed a comprehensive update to the *Asset Management Plan* and this work included the development of a new GIS online platform, pavement condition assessment, new Excel inventories of non-linear infrastructure, state of the infrastructure (SOTI) report and long-term financial forecasting. It was the recommendation of the Treasurer that the following motion be brought forward to provide authority to enter into an agreement with DCA Consultants to provide the enhancements to the *Asset Management Plan*.

MOVED BY Councillor Laurie Pearson and **seconded by** Deputy Mayor Mike Pope the following Resolution of Council: ***Be It Resolved That*** the Council for the Village of New Maryland gives the CAO/Clerk the authority to enter into an agreement with DCA Consultants to provide additional work, under

the Village's *Asset Management Plan*, as listed in the attached document, to a maximum of \$8,455.00 (*eight thousand, four hundred fifty-five dollars*) plus HST. **MOTION CARRIED.**

Councillor Pearson explained that she had a second motion to present regarding the transfer of funds. At the 14 February 2024 Council-in-Committee meeting, a discussion took place concerning the use of reserve funds to help cover the costs associated with the Sunrise Wellfield Development project between claims. The Treasurer recommended that adequate funds be temporarily transferred from the Utility Capital Reserve Fund to the Utility Capital Fund for the duration of this project to allow for a more streamlined processing of invoices and eliminate or significantly reduce any potential borrowing costs.

MOVED BY Councillor Laurie Pearson and **seconded by** Councillor Tim Scammell the following Resolution of Council: ***Be It Resolved That*** the Council for the Village of New Maryland, as per the recommendation of the Treasurer, transfer from the Utility Capital Reserve Fund (Acct # 0626 1018-839) to the Utility Capital Fund (Acct #0626 1020-867) \$1,200,000 (*one million, two hundred thousand dollars*). **MOTION CARRIED.**

12. (iv) Development Services Department

Councillor Tim Scammell reported that he had a motion to bring forward regarding By-law No. 57-2024, the *Dangerous or Unightly Premises and Property By-law*. He explained that the proposed by-law amendment will achieve the following objectives: (1) to update *NB Local Governance Act* ("Act") section references invoked in the by-law to be consistent with the most current version of the "Act;" (2) to add supplemental definitions to promote clarity in the interpretation and enforcement of the by-law; and (3) to standardize document formatting to achieve visual and organizational consistency among all Village by-law documents.

MOVED BY Councillor Tim Scammell and **seconded by** Councillor Alex Scholten the following Resolution of Council: ***Be It Resolved That*** pursuant to the authority vested in the *New Brunswick Local Governance Act*, S.N.B. 2017, Chapter 18, and respective amendments thereto, the Council for the Village of New Maryland commence the necessary readings to enact *By-law No. 57-2024, Village of New Maryland Dangerous or Unightly Premises and Property By-law*. **MOTION CARRIED.**

12. (v) Seniors Advisory Committee (SAC)

Deputy Mayor Mike Pope provided an update of the Seniors Advisory Committee (SAC) activities.

- The SAC met on 22 January 2024 with 5 (five) members in attendance.
- SAC Chairperson Mayor Wilson-Shee provided an update to the Committee regarding the Neighborhood Watch Program. She reported that she has been speaking with the Coordinator for the Neighborhood Watch Program and she emphasized that she would like to see the program move forward. Mayor Wilson-Shee has offered to take on the role of Neighborhood Watch Coordinator until the program is successfully established, which usually takes between 4 (four) and 6 (six) months. Two Neighborhood Watch signs will be ordered and installed by Public Works staff at the south and north entrances to the Village. Mayor Wilson-Shee and all members of Council are hopeful that the program will be successful and eventually all areas of the community will be involved. She will review the information regarding protocols for team captains and prepare the necessary documentation.
- Councillor Alex Scholten, Councillor Mariet van Groenewoud and committee member Jeff Tapley are working on the survey questions of the *Community Action Plan*. Councillor Scholten will be moving forward with the project to present to Council for approval.
- Deputy Mayor Pope explained that the policy for the SAC states that the Committee shall consist of 6 (six) community members and there are currently (four) community members serving on the SAC. The

Committee discussed and agreed to propose to Council the addition of 2 (two) community youth (age 16 (sixteen) to 25 (twenty-five)) to the Committee and to change the name of the Committee from ‘Seniors Advisory Committee’ to ‘Age-Friendly Community Committee’. The Committee will have the *Expression of Interest* posted as soon as possible.

- During the SAC meeting, Mayor Wilson-Shee presented a 5 (five)-year service pin to Committee member Jeff Tapley, recognizing his dedicated service on the Committee. Deputy Mayor Pope expressed appreciate on behalf of Council, SAC members, staff and the community for Jeff’s continued commitment to the SAC.
- Deputy Mayor Pope concluded his report by noting that the next SAC meeting is scheduled for Monday, 26 February 2024 at 7:00 p.m.

MOVED BY Deputy Mayor Mike Pope and **seconded by** Councillor Mariet van Groenewoud the adoption of the SAC report as presented.

Discussion: It was clarified that Councillor van Groenewoud will take the lead on the survey for the Action Plan, not Councillor Scholten as mentioned in the report. **MOTION CARRIED.**

Deputy Mayor Pope explained that he had a motion to bring forward regarding the composition of the Seniors Advisory Committee (SAC). The SAC and Council have discussed the value of adding a youth component to the committee and changing the committee’s name to reflect the importance of representing all age groups within our community. During the Council-In-Committee meeting of 14 February 2024 the consensus of Council was to move forward with the proposed revisions.

MOVED BY Deputy Mayor Mike Pope and **seconded by** Councillor Mariet van Groenewoud the following Resolution of Council: ***Be It Resolved That*** pursuant to the authority vested in the *New Brunswick Local Governance Act*, S.N.B 2017, Chapter 18, and amendments thereto, the Council for the Village of New Maryland commence the necessary readings to enact By-law Amendment No. 50-01-2024, an amendment to *Procedural By-law No. 50-2021*. **MOTION CARRIED.**

13. Approval of the Treasurer’s Report

MOVED BY Councillor Alex Scholten and **seconded by** Deputy Mayor 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 January 2024 from the General Operating account by cheques and direct payments **\$1,574,315.20** (*one million, five hundred seventy-four thousand, three hundred fifteen dollars and twenty cents*); from the Water & Sewer Operating account **\$1,257,407.89** (*one million, two hundred fifty-seven thousand, four hundred seven dollars and eighty-nine cents*); from the General Capital account **\$12,270.50** (*twelve thousand, two hundred seventy dollars and fifty cents*); and from the Water & Sewer Capital account **\$392,291.16** (*three hundred ninety-two thousand, two hundred ninety-one dollars and sixteen cents*). **MOTION CARRIED.**

14. Public Input / Inquires

No input and/or inquiries were brought forward.

15. New Business

(i) **First & Second Readings of Dangerous or Unsightly Premises and Property By-law No.57-2024**

MOVED BY Councillor Tim Scammell and **seconded by** Deputy Mayor Mike Pope to read *By-law No. 57-2024, Village of New Maryland Dangerous or Unsightly Premises and Property By-law*, for the first time, this reading by title only. **MOTION CARRIED.**

Councillor Scammell read the title *By-law No. 57-2024, Village of New Maryland Dangerous or Unsightly Premises and Property By-law* for the first time.

MOVED BY Councillor Tim Scammell and **seconded by** Deputy Mayor Mike Pope to read *By-law No. 57-2024, Village of New Maryland Dangerous or Unsightly Premises and Property By-law*, for the second time, this reading by title only. **MOTION CARRIED.**

Councillor Scammell read the title *By-law No. 57-2024, Village of New Maryland Dangerous or Unsightly Premises and Property By-law* for the second time.

(ii) First & Second Readings of Procedural By-law Amendment No.50-01-2024

MOVED BY Deputy Mayor Mike Pope and **seconded by** Councillor Mariet van Groenewoud to read *By-law Amendment No. 50-01-2024, an amendment to Procedural By-law No. 50-2021* for the first time, this reading by title only. **MOTION CARRIED.**

Deputy Mayor Pope read the title *Procedural By-law Amendment No. 50-01-2024* for the first time.

MOVED BY Deputy Mayor Mike Pope and seconded by Councillor Tim Scammell to read *By-law Amendment No. 50-01-2024, an amendment to Procedural By-law No. 50-2021* for the second time, this reading by title only. **MOTION CARRIED.**

Deputy Mayor Pope read the title *Procedural By-law Amendment No. 50-01-2024* for the second time.

16. Date, Time and Location of Next Meeting

The next formal Council meeting is scheduled for Wednesday, 20 March 2024 at 7:30 p.m. in Council Chamber.

17. Motion for Adjournment

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

The meeting was adjourned at 7:58 p.m.

Respectfully submitted,

Cynthia Geldart
CAO/Clerk

Judy Wilson-Shee
Mayor

Cynthia Geldart
CAO/Clerk