

Village of New Maryland
Council
17 April 2024

Present: Mayor Judy Wilson-Shee Deputy Mayor Mike Pope
 Councillor Laurie Pearson Councillor Alex Scholten
 Councillor Mariet van Groenewoud
 CAO/Clerk Cynthia Geldart Fire Chief Harry Farrell

Guests: Chief Farrell's family members, volunteer fire fighters, colleagues, and various staff members
(*items 1 – 5*)

Absent: Councillor Tim Scammell



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 Deputy Mayor Mike Pope and **seconded by** Councillor Alex Scholten that the minutes of the regular session of Council of 20 March 2024 be approved as circulated. **MOTION CARRIED.**

MOVED BY Councillor Mariet van Groenewoud and **seconded by** Deputy Mayor Mike Pope that the minutes of the Special Session of Council of 27 March 2024 be approved as circulated.
MOTION CARRIED.

4. Disclosure of Interest

No *Disclosures of Interest* were declared.

5. Presentations

Mayor Wilson-Shee presented Fire Chief Harry Farrell with the Fire Service Exemplary Service Medal in recognition of 30 (thirty) years of loyal and exemplary service to public safety. Many of Chief Farrell's family members and colleagues attended the presentation.

MOVED BY Councillor Mariet van Groenewoud and **seconded by** Deputy Mayor Mike Pope that the meeting be adjourned for a brief recess. **MOTION CARRIED.**

The meeting adjourned for a recess at 7:35 p.m.

Mayor Wilson-Shee called the meeting back to order at 7:50 p.m.

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:

- ❖ March 21: UMNb Advocacy Day 2024 held at the Crowne Plaza for the second day of the event (*Councillor Scholten helped organize the event and Councillor van Groenewoud also attended*);
- ❖ March 21: “Overcoming Poverty Together” session held at the municipal building in Hanwell;
- ❖ March 22: met with RCMP Sgt. Stephane Esculier to provide a tour of the Village’s municipal building and introduce various staff members;
- ❖ March 24: photo opportunity with the Easter Bunny, hosted by the New Maryland (NM) Lions Club at Victoria Hall as a fundraising event;
- ❖ March 25: Leo’s Open House hosted by the NM Lions Club;
- ❖ March 27: met with Jeff Tapley, Age-Friendly Committee (AFC) member, to discuss the Neighborhood Watch Program;
- ❖ March 27: tour of the Greener Village facility with all members of Council and Treasurer, Scott Sparks;
- ❖ March 28: Easter brunch with staff;
- ❖ April 02: Capital Region Service Commission (CRSC) annual general meeting;
- ❖ April 07: New Maryland Market, hosted at the NM Centre, to support staff members who were promoting the Voyent Alert system; staff members provided information and assistance with registrations; the Mayor thanked Audrey Harper, Administrative Assistant and Harry Farrell, Fire Chief for hosting the information booth to promote the system to our residents;
- ❖ April 08: PNM Zoomers monthly meeting;
- ❖ April 08: watched the solar eclipse;
- ❖ April 09: announcement at the Fredericton International Airport by West Jet regarding their new flight schedule from Fredericton to Calgary from 20 June 2024 until 28 October 2024;
- ❖ April 11: Vision 2030 Economic Summit entitled *Shape the Future Vision for the Capital*, hosted by Ignite and held at the Fredericton Inn (*Councillor Mariet van Groenewoud also attended*);
- ❖ April 11: met with staff members and Dave Dunbar to discuss the Village’s participation in the Communities In Bloom contest;
- ❖ April 15: Bowling Social for staff and members of Council; the Mayor thanked Audrey Harper, Administrative Assistant for organizing a very successful and enjoyable event; and
- ❖ April 16: met with Jeff Tapley, AFC member, to continue the discussions regarding the establishment of a Neighborhood Watch Program.

Mayor Wilson-Shee offered congratulations to Dave and Sabrina Durepos who will be inducted into the Wheelchair Basketball Canada Hall of Fame later this month in Fredericton. She concluded her comments by noting that the late Mary Cronin will be inducted into the St. Thomas University Wall of Fame during a ceremony in June.

9. Comments by Members of Council

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

- March 22 & 23: Union of Municipalities of New Brunswick (UMNB) board meetings in Fredericton, the first board meeting since the Cities Association members formally joined UMNB; UMNB represents 56 (fifty-six) municipalities across the province, including members from anglophone, francophone, rural,

- urban, small and large municipalities; the combination of all the different municipalities together gives UMNb a stronger voice when meeting with provincial and/or federal officials;
- March 25: met with Council members of the new municipality of Grand Lake to discuss issues impacting municipalities across the province, as well as issues facing the Grand Lake Council and the benefits of working with UMNb;
 - March 26: panel discussion and graduation ceremony for members of the Business Immigrant Entrepreneur program at the Hive Building in Knowledge Park; the event provided an opportunity to meet with and celebrate newcomer entrepreneurs;
 - March 27: tour of the Greener Village facility with members of Council to discuss the proposal to build Atlantic Canada's first food rescue centre; the project has an estimated cost of \$6.3M (*six million, three hundred thousand dollars*) of which close to \$5.5M (*five million, five hundred thousand dollars*) has already been raised; the new facility will help address the issue of food insecurity in NB, which is desperately needed as 29.4% of NB's children were reported to be living in food insecure homes in 2022; the project will help save upwards of \$4M (*four millions dollars*) worth of fresh food from landfills and the public fundraising campaign will start in earnest later this month;
 - March 22: Municipal Affairs Committee of the Coalition of Creative Citizens meeting to discuss the status of municipal reform and the issues regarding the lack of fiscal reform, resulting in additional challenges to municipalities;
 - April 03: UMNb Municipal Reform Committee meeting to discuss the status of municipal reform and the issues and challenges faced by members;
 - April 07: NM Lions Club meeting, involving all local Lions Club, to gather support for a grant application of upwards of \$100,000 US (*one hundred thousand US dollars*), to the Lions Club International Fund for the Greener Village Food Rescue project;
 - April 13: chili take-out event hosted jointly by the NM Lions Club and Fredericton High School (FHS)'s Kats Kitchen at the NM Centre to raise funds for FHS, New Maryland Elementary School and Bliss Carmen Middle school breakfast programs; the event raised in excess of \$3000 (*three thousand dollars*); and
 - April 14: annual general meeting of the regional Lions Clubs operating in NB, PEI and parts of Maine where NM Lions Club presented a resolution asking the region to support the grant application for the Greener Village Project. Councillor Scholten concluded his report by confirming that the resolution passed and the grant application will be completed and submitted by early May.

Councillor Laurie Pearson thanked members of Council, the NM Lions Club and the community for their overwhelming support of the school programs. As a Vice-Principal at FHS she shared that the school sincerely appreciated all the support and fundraising efforts.

10. Planning Advisory Committee (PAC)

Councillor Alex Scholten reported on the PAC meeting of 08 April 2024.

- He explained that the *Building Permit Summary Reports* for January, February and March 2024 were presented to the Committee and the projects included window, door and siding replacement, interior renovations and a sunroom addition. A permit was also issued for a new home construction on Boxwood Lane in the Centennial Gardens Subdivision. The 2024 year-to-date totals to the end of March amounted to 9 (nine) permits with a total of \$537,000.00 (*five hundred thirty-seven thousand dollars*) in construction value and \$4,087.75 (*four thousand, eighty-seven dollars and seventy-five cents*) in permit fee revenue. The year-to-date totals for the estimated value of construction and permit fee revenues are approximately triple the totals reported for the same period in 2023.

- Council had officially requested the PAC's review and recommendations on the application to re-zone the property at 7 Atkinson Lane from a Residential Zone Two (R-2) to a Residential Main Street Zone Four (R-4) to enable the future development of a 2 (two)-storey, 10 (ten)-unit apartment building. In accordance with Village policy, property owners within 100 (one hundred) metres of the subject site were provided written notice of the scheduled meeting, details of the re-zoning application, and were advised of the opportunity to submit comments in person, or in writing, for PAC's consideration. Three residents submitted written comments, one of whom was also in attendance at the PAC meeting. Although the applicants were encouraged to attend, there was no representation at the meeting on the part of the applicants. Concerns about the proposed driveway accesses, potential impacts the development could pose to traffic dynamics, and safety in the general area were the dominant themes expressed in the communications received. The attending resident provided accounts of existing traffic challenges he has observed as a long-standing resident of Baker Brook Court.
- After lengthy discussions and in consideration that the proposal seemed to speak to sustainability and housing objectives detailed in the Village's *Municipal Plan* and *Age-Friendly Community Action Plan*, PAC recommended the following in Council's further review of the requested re-zoning and development proposal:
 - (a) any such approval of the re-zoning of the property to a Residential Main Street Zone Four (R-4) be subject to a *Section 59 Agreement* with particular emphasis on site services, storm water management and landscape buffering requirements with the use of deciduous and coniferous plantings which are to be shown on a landscaping plan to the satisfaction of the Development Officer;
 - (b) the applicant be required to consult with the *New Brunswick Department of Transportation and Infrastructure* (NB DTI) and provide a copy of their written response regarding the proposed driveway access to New Maryland Highway;
 - (c) the applicant be required to submit a qualified consultant's report and/or traffic study that comments on, and provides solutions to, risks the proposed driveways may pose to traffic dynamics and traffic safety on New Maryland Highway and Atkinson Lane;
 - (d) the site be developed substantially in accordance with the conceptual site plan, to the satisfaction of Council and the Development Officer;
 - (e) additional parking stalls to be added to the rear parking lot;
 - (f) a minimum of 1 (one) barrier-free parking stall to be provided as per the Zoning By-law;
 - (g) the building exterior designs and finishes shall be in accordance with the Village Zoning By-law for the New Maryland Highway Central Corridor Overlay Zone;
 - (h) firefighting and fire protection requirements shall be to the satisfaction of Village Council, Fire Chief and Village Engineer;
 - (i) municipal water and sanitary sewer capacity be allocated and held available for the development for a period of 2 (two) years upon any enactment of the requested amendment and subject to registration of a *Section 59 Zoning Agreement*; and
 - (j) all construction shall be in accordance with all applicable Village by-laws and policies.
- Councillor Scholten concluded his report by explaining that the terms of office for Committee members were discussed and it was noted that the terms for Gillian Ash-Richard and Councillor Tim Scammell are scheduled to expire in June 2024. In accordance with the Village's *Procedural By-law No. 50*, when a vacancy opportunity arises, or when the term of membership of a current committee member is due for renewal, notification shall be posted via the Daily Gleaner and social media advertising of the opportunity for membership on PAC. Residents interested in a membership role, including a current member whose term is about to expire, must submit an application form for Council's consideration. The public notice will soon be posted to advertise the PAC membership opportunity.

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 (ERP) Committee

Councillor Mariet van Groenewoud provided an update on the activities of the Emergency Response Plan (ERP) Committee

- She reported that the ERP Committee has not met recently, however there are several activities and tasks that have been carried out by staff in support of the Committee's responsibilities.
- Our Fire Chief, Harry Farrell, and Administrative Assistant, Audrey Harper, have been working diligently to implement and promote the Voyent Alert system. The Voyent Alert system allows staff to advise residents of emergency situations, operational events (such as boil orders, street closures, and street sweeping), and social events. The system has been used in the past few weeks to notify residents of weather alerts, garbage collection dates, safety tips regarding the solar eclipse, spring clean-up dates and to share information regarding a public hearing scheduled for a rezoning application.
- Staff have been promoting Voyent Alert on our social media sites and information was included in the utility bill flyer that was distributed to every home in the Village earlier this month. The Fire Chief and Administrative Assistant also hosted an information booth at the New Maryland Market to promote Voyent Alert and provided assistance to those who wanted to sign up for the alerts. There are currently 219 (two hundred nineteen) people signed up and Councillor van Groenewoud strongly encouraged all residents to register. She noted that staff are available to assist with that process.
- The FireSmart Canada program was also introduced at the information booth and promotional material has been shared on the Village's social media sites. Fire Chief Farrell will be hosting an open house at the Fire Hall on Thursday, 09 May 2024 to provide a presentation and residents are encouraged to attend to learn more about the program. The Emergency Response Plan Committee members have been offered an opportunity to promote the organizations that they represent during the open house as well.
- As a follow-up of action items from the last Committee meeting, letters have been sent to the members of the PNM Zoomers and NM Lions Club to support their requirement to obtain background record checks.
- A Committee meeting will be scheduled within the next few weeks to continue planning and preparations to deal with emergency situations that may occur within our community.

MOVED BY Councillor Mariet van Groenewoud 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 Laurie Pearson provided an update on the Recreation & Leisure Services Department activities.

- She reported that earlier this year the Recreation Coordinator had a very positive meeting with representatives from the Province of New Brunswick to discuss the Athletic Park project as well as the new Federal infrastructure funding program. Staff were encouraged to apply for funding for costs incurred with the Athletic Park Redevelopment Plan in the 2023 fiscal year and were delighted that the application was approved. A grant was received in the amount of \$9,200 (*nine thousand two hundred dollars*) and the funds will be transferred to the Athletic Park Redevelopment reserve.
- The staff of the Recreation and Public Works departments will be conducting interviews for both summer student maintenance positions and day camp counsellors. There has been no response to date regarding the applications to the Provincial or Federal student hiring programs. Notification was received that the application for Green Jobs funding for a temporary Recreation maintenance position was unsuccessful this year.

- Staff were notified that the application for funding from ParticipACTION for the Community Challenge was successful, with \$1,300 (*one thousand three hundred dollars*) awarded. The funds will be used to purchase 2 (two) new stencils for the sidewalks/playgrounds, paint supplies, and instructor expenses during the challenge in June. There are several activities planned for the Community Challenge, as well as a new contest with weekly prizes.
- The plans for the Day Camp weeks have been finalized and the information was posted to the Village website and shared on social media. Registration dates are as follows: Monday, 13 May 2024 for Village residents and Tuesday, 14 May 2024 (and onward) for open registration, until camps reach capacity. Staff are holding the Day Camp weekly rates in 2024. Day Camp begins on Tuesday, 02 July 2024 and runs for 6 (six) weeks at the New Maryland Elementary School and 3 (three) weeks at the NM Centre, concluding on Friday, 30 August 2024.
- The Village will be participating in the 2024 Communities in Bloom initiative. The first Committee meeting was held last week and the community information package is due 30 April 2024. The judges will be arriving on Tuesday, 30 July 2024 with judging taking place on Wednesday, 31 July 2024. Staff are planning several special events and initiatives as part of this program, as well as highlighting current activities and best practices that are already being done. Communities in Bloom judges evaluate the following criteria: community appearance, environmental action, heritage conservation, tree management, landscape and plant and floral displays.
- The details have been finalized for the summer socials and concerts scheduled for Tuesday evenings at the NM Centre. The Strawberry Social is scheduled for 16 July 2024, the Ice Cream Social for 30 July 2024 and the Blueberry Social for 20 August 2024. The events begin at 6:30 p.m. and include entertainment beginning at 7:00 p.m. Councillor Pearson reminded residents that these socials and concerts are open to all ages and there is no charge to attend, thanks to the generous support of our community sponsors.
- Staff were privileged to receive an “Honour our Veterans” Remembrance Day banner application from the family of Sgt. Robert Alan Short. The banner arrived this past week and will be installed in October. There are 7 (seven) banner poles remaining.
- Activities at the New Maryland Elementary School continue to keep staff busy with several one-time bookings such as end-of-year team parties and birthday festivities, a new badminton group, and several sports and leisure groups booked well into spring. Staff anticipate a record-breaking year for NMES revenue in 2024.
- The PNM Zoomers have numerous activities and events planned, and the details can be found on the Village’s website or via email at 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 Updates

Deputy Mayor Mike Pope provided an update on the activities of the Public Works Department.

- Public Works staff investigated 2 (two) reports in March 2024 for storm water issues. The reports are being worked on by staff.
- The tender for the construction of a Water Treatment Process (WTP) Control Building and a Booster Pump/ PRV Station for the Sunrise Wellfield Development project closed on 21 March 2024. Village Council awarded the project to K-Line Construction Ltd. as per the recommendation of the Village Engineer. This project 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 the Federal and Provincial governments.

- Council and staff want to remind residents the posted speed limit throughout the Village is 40 km/hr and in the vicinity of the elementary school it is 30 km/hr. Staff will be erecting speed radars to monitor vehicle speeds and residents are encouraged to contact the RCMP whenever they observe vehicles travelling at high rates of speed. The Village office also has "Keep It To 40" signs available free of charge that residents can install on their property to encourage motorists to follow the speed limit. Deputy Mayor Pope reminded drivers to be watchful of pedestrians using crosswalks and walking along streets with no sidewalks.
- Deputy Mayor Pope reported that the Village's municipal water system is checked daily and sampled weekly and explained that residents on private well water should have their 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.
- Street sweeping by the Village's contractor is scheduled to start the week of 22 April 2024 and is expected to take 3 (three) weeks to complete. Residents were asked to refrain from parking on the streets during this time. Staff have started sweeping sand to the edge of the streets to reduce the amount of work and time required by the contractor.
- The spring tree mulching program is scheduled to start on 21 May 2024. The pile of branches for the program is to be no larger than 8 (eight) feet x 4 (four) feet x 4 (four) feet.
- The annual spring leaf collection is scheduled for Wednesday, 22 May 2024 on the east side of the highway and Thursday, 23 May 2024 on the west side of the highway. Leaves will only be collected if they are contained in compostable bags.
- Deputy Mayor Pope concluded his report by reminding residents to visit the Village's website, Facebook page and Twitter (X) feed on a regular basis to stay informed of municipal activities and events.

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

12. (iii) New Maryland Fire Department

Fire Chief Harry Farrell provided a summary of his quarterly report for January, February and March 2024. The report consisted of 9 (nine) fire calls, with a total of 145 (one hundred forty-five) firefighting hours. The calls included 1 (one) structure fire within the Village limits, 7 (seven) calls in the Sunbury York South Rural Community and 1 (one) mutual aid call.

MOVED BY Councillor Alex Scholten and **seconded by** Deputy Mayor Mike Pope the adoption of the New Maryland Fire Department Quarterly Report as presented by Chief Farrell. **MOTION CARRIED.**

Councillor Scholten reported that he had a motion to bring forward to transfer funds. He explained that each year during the budget process the Fire Department allocates funds in the Capital Reserve Fund in the amount of \$30,000.00 (*thirty thousand dollars*). The Capital Reserve Fund was increased to \$40,000.00 (*forty thousand dollars*) in the 2024 Capital Budget due to inflationary costs. This Capital Reserve Fund is used for the replacement of Breathing Apparatuses and Bunker Gear. The fund is also cost-shared with Sunbury York South Rural Community in the amount of 37.44% (thirty-seven point forty-four percent) for the fire service protection that we provide that area. The purpose for this transfer of funds is to replace 6 (six) breathing apparatus, 12 (twelve) air cylinders, and 12 (twelve) facepieces at a total cost of \$93,436.00 (*ninety-three thousand, four hundred and thirty-six dollars*). The supplier for replacing this equipment is Cumings Fire & Safety Equipment Ltd and the equipment meets all the necessary specifications.

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, as per the recommendation of the Fire Chief, transfer from the General Capital Reserve Fund (Acct # 0626 1015-021) to the General Capital Fund (Acct #0626 1020-875) \$93,436.00 (*ninety-three thousand, four hundred thirty-six dollars*). **MOTION CARRIED.**

12. (iv) Age-Friendly Committee (AFC)

Councillor Mariet van Groenewoud provided an update of the Age-Friendly Committee (AFC) activities.

- The AFC met on 25 March 2024 with 5 (five) members in attendance.
- The Committee discussed the status of the Neighbourhood Watch Program set up. Mayor Wilson-Shee and Committee member Jeff Tapley had met to review information to design a pamphlet for the public outlining the Neighbourhood Watch program. The pamphlet will be bilingual and will be professionally translated. A list of supplies and requirements for the program participants has been compiled.
- Mayor Wilson-Shee advised the Committee that Council approved the addition of youth members to the Age-Friendly Committee. The *Expression of Interest* application form will be posted on the Village's social media sites.
- Councillor van Groenewoud explained that she updated the Committee on the progress of the survey questionnaire. She met with members of the Committee to revise the original survey and reported that they are on track to present the questionnaire to Council in time for it to be released to the public in the fall. The survey will also be translated to French.
- Mayor Wilson-Shee advised the Committee that Yvon LeBlanc will be retiring and she will send him a thank you card to acknowledge his commitment and contributions over the past several years. The Committee will sincerely miss his input and support.

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

13. Approval of the Treasurer's Report

MOVED BY Deputy Mayor Mike Pope and **seconded by** Councillor Mariet van Groenewoud the following Resolution of Council: ***Be It Resolved That*** the Treasurer's Report be adopted as follows: Payments made in the month of March 2024 from the General Operating account by cheques and direct payments **\$997,141.70** (*nine hundred ninety-seven thousand, one hundred forty-one dollars and seventy cents*); from the Water & Sewer Operating account **\$357,535.93** (*three hundred fifty-seven thousand, five hundred thirty-five dollars and ninety-three cents*); from the General Capital account **\$4,830.00** (*four thousand, eight hundred thirty dollars*); and from the Water & Sewer Capital account **\$494,132.48** (*four hundred ninety-four thousand, one hundred thirty-two dollars and forty-eight cents*). **MOTION CARRIED.**

14. Public Input / Inquires

No input and/or inquiries were brought forward.

15. New Business

There was no New Business.

16. Date, Time and Location of Next Meeting

The next formal Council meeting is scheduled for Wednesday, 15 May 2024 at 7:30 p.m. in Council Chamber.

17. Motion for Adjournment

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

The meeting was adjourned at 8:22 p.m.

Respectfully submitted,

Cynthia Geldart
CAO/Clerk

Judy Wilson-Shee
Mayor

Cynthia Geldart
CAO/Clerk