Village of New Maryland
Council
20 August 2025

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

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

3. Approval of the Minutes
MOVED BY Deputy Mayor Mike Pope and **seconded by** Councillor Tim Scammell that the minutes of the regular session of Council of 16 July 2025 be approved as circulated. **MOTION CARRIED.**

4. Disclosure of Interest
No *Disclosures of Interest* were declared.

5. Presentations
There were no presentations.

6. Proclamations
Mayor Wilson-Shee proclaimed 09 September 2025 Fetal Alcohol Spectrum Disorder (FASD) Awareness Day and encouraged residents to become more educated on the profound effects of this disorder.

7. Mayor's Comments
Mayor Wilson-Shee provided an update of the meetings and events she attended since the last Council meeting:

- July 16: met with John Smith, Chief Executive Officer (CEO), Capital Region Service Commission (CRSC), and Harvey Rural Community Mayor Richard Corey;
- July 16: CRSC Oversight Committee meeting;
- July 22: met with Jim and Lisa Dunn to discuss preparations for the "Frank Dunn" Memorial Golf Tournament; the tournament will take place on Saturday, 20 September 2025;
- July 24: met with John Smith, CEO, CRSC;
- July 25: Highland Games Annual Opening Reception;
- July 26: Highland Games Opening Ceremony;
- July 28: CRSC Summer Forum held at the Wu Conference Centre; it was a full morning of presentations, followed by a session with Premier Holt and members of Caucus (*Councillor van Groenewoud attended as an alternate*);
- July 29: CRSC Special Meeting;
- August 05: Recreation Department hosted a Bingo Night which was the first time for this event (*Councillors Scholten, Scammell, and van Groenewoud attended*);
- August 05: Union of Municipalities of New Brunswick (UMNB) Zone 5 (five) meeting, held at the Village Office; Councillor Scholten chaired the meeting and was nominated to serve as the Zone 5 (five)

representative on the UMNB Board for a 2 (two)-year term; this nomination will be brought forward for a vote by the membership at the upcoming Annual General Meeting (AGM) (*Deputy Mayor Pope, Councillors Scammell and van Groenewoud attended*);

- August 07: New Maryland Heritage Association (NMHA) meeting;
- August 09: Wildfire Risk – Implications for Local Governments meeting hosted on Zoom;
- August 09: Press Conference regarding the forest fires in New Brunswick;
- August 15: Acadian Flag raising, held at Victoria Hall; the event was well received, with many positive comments from attendees in support of the Village's involvement (*Councillors Scammell, van Groenewoud and Pearson attended*); and
- August 17: Graduation Ceremony at the Argonaut Cadet Training Centre (CTC); Mayor Wilson-Shee was honoured to participate as a member of the reviewing party; she shared a personal and engaging story about discovering that a member of the Cadet staff is also from her hometown, remarking on what a small world it is and encouraging others to take the time to connect and engage in conversation.

Mayor Wilson-Shee noted that the Canada Games are being held in Newfoundland during the month of August. She acknowledged that the Village of New Maryland will be represented by 4 (four) athletes competing for Team New Brunswick:

- Emerald Kingsbury – Wrestling;
- Finn McMorran – Men's Beach Volleyball;
- Clara Guitard – Women's Indoor Volleyball; and
- Matt Haynes-MacDonald – Men's Indoor Volleyball.

Mayor Wilson-Shee extended congratulations to the athletes.

She also expressed her sincere thanks and appreciation to all firefighters involved in the ongoing wildfire response efforts. Special recognition was given to the New Maryland Volunteer Fire Department for their continued dedication and support in assisting neighbouring fire departments during this busy period. Mayor Wilson-Shee acknowledged the importance of everyone's contributions and the regular updates being provided.

8. Comments by Members of Council

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

- July 14: UMNB Property Tax Reform Committee meeting; this committee will be working with Government of New Brunswick (GNB) to advise on issues of concern and recommendations from municipalities for change in the existing property tax system;
- July 16: Fredericton Community Foundation Executive meeting;
- July 23: UMNB Municipal Reform Committee meeting;
- July 24: met with the Executive of Greener Village;
- August 5: met with UMNB staff in preparation for the Zone 5 meeting;
- August 15: observed the live-stream of the CRSC Finance Committee meeting, during which the proposed 2026 Budget was discussed;
- August 15: Government Affairs Committee of the Downtown Fredericton Inc. meeting;
- August 18: UMNB Conference Committee meeting to prepare for the annual conference and Annual General Meeting (AGM) to be hosted in Saint John in October;
- August 20: Board of Downtown Fredericton Inc. meeting; and
- August 20: UMNB Municipal Reform Committee meeting.

9. Planning Advisory Committee

Deputy Mayor Pope provided an update on the activities of the Planning Advisory Committee (PAC).

- The Planning Advisory Committee (PAC) met on Monday, 11 August 2025.
- As compared to the same period for 2024, the building permit totals for July 2025 generally illustrated an overall slower trend for construction activity to the mid-point of the construction season. The nature of the projects in July were windows, sheds, pools, decks, and general renovations.
- The 2025 year-to-date totals to the end of July amounted to 65 (sixty-five) permits, approximately $1.54 million (*one point five four million dollars*) in construction value and approximately $12,000.00 (*twelve thousand dollars*) in permit fee revenue.
- Regarding a Development Officer Variance Approval for a side yard setback at 6 Kerry Lane, Deputy Mayor Pope reported that further to the prior consultations with the Committee, staff summarized details about the minor 0.40 (zero point four zero) meter side yard variance approved in relation to the proposed construction of a new single-family dwelling at the subject property.
- Regarding the draft amendments on the PAC Policy on Procedure Protocol for Development Officer Variances, Deputy Mayor Pope reported that staff had discussed some of the preliminary research that had been conducted and had presented a sample policy for the Committee's reference. Staff have expressed their intent to draft policy recommendations to better define thresholds or limits to the types and extents of variance within a Development Officer's authority. It was proposed that amendments to the PAC Policy on Procedure would provide clarity, document due process, and serve as a means of facilitating development and building permit approvals in a manner that is more time effective. The reduction of procedural delays for applicants who are requesting relatively inconsequential and justifiable minor variances to certain standards required per the zoning by-law would be beneficial to all stakeholders.

MOVED BY Deputy Mayor Mike Pope and **seconded by** Councillor Alex Scholten the adoption of the Planning Advisory Committee report as presented. **MOTION CARRIED.**

Deputy Mayor Pope explained that he had 2 (two) motions to bring forward and provided the background information.

- In accordance with the *New Brunswick Community Planning Act*, and the PAC nomination and election procedure, the Committee shall elect a chairperson and vice-chairperson from among its membership, and Council shall appoint by resolution the elected members to the respective positions. Accordingly, the Committee re-elected Julie Clarke to the position of PAC Chairperson, and re-elected Sam McEwan as Vice-Chairperson.

MOVED BY Deputy Mayor Mike Pope and **seconded by** Councillor Mariet van Groenewoud the following Resolution of Council: ***Be It Resolved That*** per Section 6(2) of the *New Brunswick Community Planning Act*, the Council for the Village of New Maryland hereby appoints Julie Clarke as Chairperson of the Planning Advisory Committee with such term to expire on 19 August 2026. **MOTION CARRIED.**

MOVED BY Deputy Mayor Mike Pope and **seconded by** Councillor Tim Scammell the following Resolution of Council: ***Be It Resolved That*** per Section 6(2) of the *New Brunswick Community Planning Act*, the Council for the Village of New Maryland hereby appoints Sam McEwan as Vice-Chairperson of the Planning Advisory Committee with such term to expire on 19 August 2026. **MOTION CARRIED.**

10. Emergency Response Plan Committee:

Councillor Scammell provided an update on the activities of the Emergency Response Plan Committee (ERPC).

- Although the ERPC has not met since the last formal Council meeting, Council and staff would like to take this opportunity to remind residents of the risks associated with extreme heat and elevated risk for wildfires, as well as report on a few of the activities that have taken place over the past few days.

- During the recent municipal and provincial responses to the wildfires in New Brunswick, Village staff have been working diligently to keep residents informed with accurate information and well-prepared in case of an emergency situation, such as an evacuation due to wildfires.
- Following the closure of Crown Lands and provincial trails on Sunday, 10 August 2025, staff closed the trails at the New Maryland Centre (NMC). Similar actions were taken by the majority of municipalities in the province. Staff have shared information regarding evacuation preparedness, water conservation and the key role of communication.
- Village staff are well versed in their roles in the Emergency Operations Centre should that need to be activated. Volunteer firefighters are well-prepared for their on-call rotations, and the Fire Chief has been busier than usual assisting other fire departments
- The Village's Chief Administrative Officer (CAO) has participated in daily Teams meetings with the Office of the Provincial Security Advisor. The Office of the Provincial Security Advisor provides detailed, accurate and current information on all of the wildfires that are, or were, burning in the province and the associated responses. The Village's Regional Emergency Management Coordinator, Daniel Dekleva, has also been in daily contact to provide updates and offer assistance if needed. As of 19 August 2025, there were 36 (thirty-six) wildfires burning in the province, with 4 (four) of those burning out of control. The Oldfield Road fire in the Miramichi area is no longer designated as out of control and the evacuation alert for 15 (fifteen) properties in that area has been rescinded. The recent rain event and the cooler temperatures are a welcome relief, however they are not enough to reduce wildfire risks. There are currently over 700 (seven hundred) wildfires burning across Canada, and Nova Scotia has declared a State of Emergency in some areas while dealing with their fires. The smoke from the Nova Scotia fires is expected to impact the air quality in portions of southern New Brunswick today and into the next day or 2 (two).
- One of the challenging issues that has taken place in response to the restrictions enacted by municipal and provincial governments is the negative social media response. Residents were encouraged to be patient and to remember that the only goal throughout this situation is the safety of people and property.
- On a positive note, there has been an increase in the number of residents signed up for the Village's Voyent Alerts. There are now over 1,000 (one thousand) people registered. Thanks were expressed to those who have registered with a reminder to others of the importance of being able to contact everyone in the case of an emergency situation. The Voyent Alert system will be the official means used to notify residents of evacuations, hazards, street closures, and other critical information.

MOVED BY Councillor Tim Scammell and **seconded by** Councillor Mariet van Groenewoud the adoption of the Emergency Response Plan Committee report as presented. **MOTION CARRIED.**

11. Project Reports / Updates

11. (i) Recreation & Leisure Services Department

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

- The final 2 (two) weeks of Day Camp are now underway, concluding what has been an active and enjoyable summer for both counsellors and campers. An End of Summer Party will take place during the week of 18 August 2025, featuring special activities for the campers. As a reminder, the NMC property will remain closed to the public between 9:00 a.m. and 4:00 p.m., Monday to Friday, during the final weeks of camp to ensure the safety of participants and staff. Day Camp staff are commended for their hard work, professionalism, and enthusiasm as the program wraps up another successful season.
- Due to the elevated forest fire risk, the trails located behind the NMC will remain closed to the public until further notice.
- The Recreation maintenance summer students have enjoyed a busy and productive season, with most staff wrapping up their term on or before Friday, 29 August 2025. Over the past 4 (four) months, they have worked diligently to keep our parks, playgrounds, playing fields, and Village properties well-maintained

and inviting. Thanks were extended to the students for their hard work, commitment, and positive contributions throughout the summer.

- A community Bingo Night was held on Tuesday, 05 August 2025 at the NMC, and it proved to be a great evening enjoyed by all in attendance. Staff extended a special thank-you to Mayor Wilson-Shee for serving as the bingo caller and doing an outstanding job, as well as to the Councillors who were able to attend and lend a hand throughout the event.
- A reminder that the "Honour Our Veterans" Banner Program is accepting applications until Friday, 22 August 2025, with final banner designs to be submitted by Friday, 29 August 2025. The banners will be displayed later in October and remain in place until mid-November.

MOVED BY Councillor Laurie Pearson and **seconded by** Deputy Mayor Mike Pope the adoption of the Recreation and Leisure Services Department report as presented. **MOTION CARRIED.**

11. (ii) Public Works Department

Councillor van Groenewoud provided an update on the activities of the Public Works Department.

- Public Works staff investigated 6 (six) public works reports during the month of July. The reports were inquiries into culvert repairs, sanitary sewer issues, and water quality testing.
- The Village continues to collect and send radar speed data to the RCMP to use in their traffic enforcement operations. The data has identified a few motorists travelling at excessive speeds. Council and staff want to remind residents that the posted speed limit throughout the Village is 40 (forty) km/hour and 30 (thirty) km/hour near the elementary school. Should residents observe individuals driving at high rates of speed, they are encouraged to contact the RCMP so they can investigate. In addition, the Village Office has "Keep It To 40" signs available free of charge. These signs can be placed on private property to raise awareness and encourage motorists to follow the speed limit.
- Council and staff will be participating in the annual Team Up to Slow Down campaign in early September. This initiative serves as a reminder to motorists about the importance of keeping Village streets safe, respecting speed limits and being watchful of pedestrians.
- As a reminder, school will be starting soon, please respect the speed limit and be watchful for pedestrians.
- Village staff have noticed an increase in the use of municipal sidewalks by the younger generation using bicycles, electric bicycles, scooters and electric scooters. It is great to see all the activity. As a reminder, all riders are reminded that when approaching pedestrians to identify themselves by ringing their bell and slowing down when passing. It is also important to wear a helmet when riding this equipment.
- To ensure residents stay informed, they were encouraged to visit the Village's website or Facebook page on a regular basis.

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

12. Approval of the Treasurer's Report

MOVED BY Deputy Mayor Mike Pope and **seconded by** Councillor Tim Scammell the following Resolution of Council: ***Be It Resolved That*** the Treasurer's Report be adopted as follows: Payments made in the month of July 2025: the General Operating account by cheques and direct payments **$1,157,451.56** (*one million, one hundred fifty-seven thousand, four hundred fifty-one dollars and fifty-six cents*); the Water & Sewer Operating account **$795,678.44** (*seven hundred ninety-five thousand, six hundred seventy-eight dollars and forty-four cents*); the General Capital account **$448,466.89** (*four hundred forty-eight thousand, four hundred sixty-six dollars and eighty-nine cents*); and from the Water & Sewer Capital account

$151,523.97 (*one hundred fifty-one thousand, five hundred twenty-three dollars and ninety-seven cents*).
MOTION CARRIED.

13. Public Input / Inquires

There was no public input or inquiries.

14. New Business

(i) Third & Final Readings of Water Rates and Sewer Rentals By-law Amendment No. 40-01-2025:
Councillor Scholten provided background information regarding the amendment.

- At the 25 June 2025 Council-In-Committee meeting 2 (two) changes to By-law No. 40 were reviewed by Council.
- The first amendment was to impose a fee of $4.00 (*four dollars*) for printed copies of quarterly invoices, however electronic copies of quarterly invoices shall be provided at no cost. It was also noted that other municipalities charge a fee for this service.
- The second amendment was to Schedule "B" of the By-law. A new 5 (five)-year Schedule "B" is designed to address both the significant funding shortfall identified in the Asset Management Plan as well as the sustainability of the fund. Given the current and future infrastructure and operating costs associated with this fund, this new schedule brings a balance to both sides of this fund. At the end of the 5 (five)-year schedule the average residential consumer, that has both water and sewer, will find that their bills for each component will be relatively equal, thereby contributing in a balanced manner to funding both sides of this operation.
- The necessary motions to commence readings and for first and second readings of the by-law amendment by title took place at the 16 July 2025 formal Council meeting. The following motions for third and final readings will enact the amendment.

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 read By-law Amendment No. 40-01-2025, an amendment to the *Water Rates and Sewer Rentals By-law No. 40-2020*, for the third time, this reading in its entirety. **MOTION CARRIED.**

Councillor Alex Scholten read *Water Rates and Sewer Rentals By-law Amendment No. 40-01-2025* in its entirety.

MOVED BY Councillor Alex Scholten and **seconded by** Deputy Mayor Mike Pope the following Resolution of Council: ***Be It Resolved That*** the Council for the Village of New Maryland read By-law Amendment No. 40-01-2025, an amendment to the *Water Rates and Sewer Rentals By-law No. 40-2020*, for the final time, this reading by title only, thereby enacting the by-law amendment. **MOTION CARRIED.**

Councillor Alex Scholten read the title *Water Rates and Sewer Rentals By-law Amendment No. 40-01-2025* for the final time.

15. Date, Time and Location of Next Meeting

The next formal Council meeting is scheduled for Wednesday, 17 September 2025 at 7:30 p.m. in Council Chamber.

16. Motion for Adjournment

MOVED BY Councillor Mariet van Groenewoud and **seconded by** Deputy Mayor Mike Pope to adjourn the meeting. **MOTION CARRIED.**

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

Respectfully submitted,

Maggie Kitchener
Maggie Kitchener
Assistant Clerk

Judy Wilson-Shee
Mayor

Cynthia Geldart
CAO/Clerk