Village of New Maryland
Council
18 February 2026

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

Guests: One resident

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.

After calling the meeting to order, the Mayor made remarks acknowledging the recent Tumbler Ridge shootings and requested a moment of silence. Members of Council and those in attendance observed a moment of silence.

2. Approval of the Agenda
MOVED BY Councillor Mariet van Groenewoud and **seconded by** Deputy Mayor Mike Pope that the agenda be approved as distributed. **MOTION CARRIED.**

3. Approval of the Minutes
MOVED BY Councillor Tim Scammell and **seconded by** Councillor Mariet van Groenewoud that the minutes of the regular session of Council of 21 January 2026 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 12 March 2026 as World Kidney Day.

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

- January 22: New Maryland Heritage Association meeting;
- January 26: Capital Region Service Commission (CRSC) Chief Executive Officer (CEO) Oversight Committee;
- January 29: CRSC Audit Committee;
- January 29: State of the Province Address (*Councillors Scholten and van Groenewoud attended*);
- February 03: CRSC monthly meeting;
- February 04: CRSC Directors meeting with Hon. John Herron, Minister of Natural Resources;
- February 08: attended a 90th (ninetieth) birthday celebration;
- February 11: met with Jonathan Fidler to review his business plan (*Rob Pero, Development Services Department Manager and Kelsey Embleton, Recreation Coordinator attended*);
- February 12: Senior's Valentine's Tea, with excellent turnout and positive feedback (*Councillor van Groenewoud attended);*

- February 13: CRSC Family Day Staff Event, which included bowling followed by lunch at Porter's Diner;
- February 17: met with Andrew Lockhart and Rezaul Haider of Ignite, and Chief Administrative Officer (CAO) Cynthia Geldart, to receive an update on the MERGE 2.0 Program; the program enables municipalities to address local challenges by partnering with startups that deliver practical, customized solutions; Planet Hatch covers up to 75 (seventy-five) percent of project costs, helping to reduce financial risks while ensuring projects are well scoped and successfully completed; and
- February 17: New Maryland Lions Club (NMLC) meeting.

8. Comments by Members of Council

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

- January 19: Board and Executive on-boarding and orientation session conducted by Greener Village; looking forward to working more closely with this organization in the future; they are undertaking significant community support initiatives in the area of food insecurity; Alex Boyd, CEO, delivered a presentation in Ottawa before the Senate's Standing Committee for Agriculture and Forestry regarding food insecurity;
- January 28: Board meeting of Downtown Fredericton Inc.;
- February 02: Union of Municipalities of New Brunswick (UMNB) conference call with Pivot Consulting; a consultant firm with expertise in municipal property taxation, to review their analysis of tax collection data provided by ServiceNB; this analysis will support UMNB in making informed and data-driven recommendations to the province during its review of the property tax system and municipal fiscal reform;
- February 03: NMLC meeting, discussing community support initiatives and upcoming events, including a fundraising poker tournament in March, participation in the annual Out of the Cold shelter fundraiser, a chili dinner fundraiser with Fredericton High School Kats Kitchen benefiting student hunger initiatives, and the club's upcoming 40th (fortieth) anniversary celebration in October;
- February 05: chaired a UMNB Governance Committee meeting;
- February 05: Board and Governance Committee meeting of Greener Village;
- February 11: Downtown Fredericton Inc. Government Relations Committee meeting, reviewing pre-budget submissions to federal and provincial governments and planning approaches for member issue representation in the upcoming municipal election; and
- February 12: Property Tax Consultation Group discussion regarding potential changes to the property tax assessment, communication, and implementation systems in New Brunswick; several members of the UMNB Property Tax Review Committee participated in this provincial-municipal effort.

9. Planning Advisory Committee

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

- The PAC met last on the evening of Monday, 02 February 2026, for the conduct of their regular meeting. Due to a lack of new business, no meeting was held in January.
- The monthly building permit totals for December 2025 comprised of 5 (five) permits with a total estimated value of $80,000.00 (*eighty thousand dollars*) and permit fee revenue of $602.25 (*six hundred two dollars and twenty-five cents*).
- Staff also presented to the Committee the Annual Building Permit Summary Report for 2025.
- The 2025 year-to-date totals to the end of December amounted to 116 (one hundred sixteen) permits issued, $2,963,268.00 (*two million, nine hundred sixty-three thousand, two hundred sixty-eight dollars*) in construction value, and $22,532.00 (*twenty-two thousand, five hundred thirty-two dollars*) in permit fee revenue.
- In January 2026, there were 3 (three) permits issued for home renovations, with $40,500.00 (*forty thousand, five hundred dollars*) in construction value, and $350.00 (*three hundred fifty dollars*) in permit fees.

- Staff discussed with the Committee that comprehensive reviews of the Municipal Plan, Zoning, Building, and Subdivision By-laws had been completed previously in December 2006 and April 2016, and that another formal review exercise is planned for 2026. This is required happen every 10 (ten) years. A summary of various amendments conducted in recent years to ensure the Village's development related by-laws were kept current with provincial legislative changes and community planning trends and best practices were also discussed. Staff noted topics and principles relating to: neighborhood density; future neighborhoods; housing diversity, availability, affordability, and accessibility; aging population; provincial statements of public interest; strategic plan integration, and other matters that may be relevant to Village residents, as being among the possible areas of focus for the upcoming review and public consultation exercise to be undertaken in the year ahead.
- Residents were encouraged to watch for further details, as the Village will be undertaking public consultations as part of the Municipal Plan Review process.

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

10. Emergency Response Plan Committee

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

- The ERPC hosted their first meeting of 2026 on Wednesday, 21 January 2026. Representatives were in attendance from member associations, including Amateur Radio, Ambulance NB, Anglophone West School District, Faith Baptist Church, Horizon Health, NB Emergency Measures Organization, New Maryland Lions Club, Parish of New Maryland Zoomers, RCMP, and York Sunbury Search and Rescue. The meeting was chaired by the Village's CAO and 6 (six) additional staff members participated.
- The meeting began with a safety talk delivered by the Ambulance NB representative, which generated a great deal of interaction and interesting discussions.
- The Committee then engaged in a roundtable of introductions as there are new members representing Faith Baptist Church and Horizon Health.
- The introductions were followed by a presentation from Mayor Wilson-Shee to a long-serving committee member. The Committee had the privilege of recognizing 15 (fifteen) years of service by Pastor Larry Matthews. For the past 15 (fifteen) years, Pastor Matthews has faithfully served the community, including his support in his role on the ERPC. Through his steady collaboration and calm, principled approach, Pastor Matthews has helped ensure that the municipality is prepared to respond effectively and responsibly to emergency situations. His contributions to the Village's plans and procedures for the past 15 (fifteen) years reflects dedication, perseverance, and a genuine commitment to the well-being of others. The Committee shared in the recognition and appreciation expressed by Mayor Wilson-Shee on behalf of Council, staff, and the residents of New Maryland.
- The Assistant Clerk then led discussions to continue the review of the contents of the Emergency Response Plan manual and continues to work to update the details of those binders.
- The meeting was fairly brief, and the next ERPC meeting is scheduled for Wednesday, 18 March 2026 at 10:00 a.m.

MOVED BY Councillor Tim Scammell and **seconded by** Councillor Alex Scholten 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 Athletic Park outdoor rink opened on 28 January 2026 and is in excellent condition. A reminder to residents that the rink is open 24/7 (twenty-four/seven), unless staff are maintaining or flooding the rink, with dusk to dawn lighting and a cleared parking area adjacent to the rink. There is a portable washroom onsite. With the rink reopening, staff are planning to hold the Glow Skate on Thursday, 26 February 2026 from 6:30 p.m. to 8:00 p.m., weather and rink conditions permitting.
- The next Babysitter course is scheduled for Friday, 06 March 2026 at Victoria Hall from 9:00 a.m. until 4:30 p.m. The cost is $65.00 (*sixty-five dollars*) and is limited to 20 (twenty) participants. The registration form is online, and the course facilitator is from KCM Solutions Inc.
- The Parish of New Maryland (PNM) Zoomers' activities take place at the New Maryland Center, and a list can be found on the Village website or by emailing pnmzoomers@gmail.com.
- Monthly meetings are held on the 1st (first) Monday of every other month at 10:00 a.m. in the Boardroom, and there are many events and activities for seniors in the community.

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 Scholten provided an update on the activities of the Public Works Department.

- Staff continue to operate and maintain the Village's infrastructure to ensure it functions properly. This includes providing safe drinking water and ensuring wastewater is treated so as to not pose a risk to the environment. Village streets and stormwater systems are monitored before, during and after storms to ensure they remain safe and function properly.
- Sunrise Wellfield Development is nearing completion. The contractor and utility staff are currently commissioning the new booster station located at 482 New Maryland Highway and the new water treatment plant located at 170 Kingston Avenue. Full operation of the new wellfield is expected in March. The Sunrise Wellfield Development project would not have been possible without financial support from the Federal and Provincial governments.
- Village Council reviewed the proposed purchase of a 2026 Trackless municipal tractor, complete with a 51 (fifty-one)-inch ribbon snow blower, 60 (sixty)-inch angle blade, boom flail mower and dual loader lug tires, at the Council-in-Committee meeting held on 11 February 2026.
- Staff obtained quotes through the Canoe Procurement Program from a local supplier. The cost of the Trackless municipal tractor and accompaniments is $200,391.00 (*two hundred thousand, three hundred ninety-one dollars*) plus HST and will be sourced through the 2026-2029 Capital Renewal Plan.
- The cost of the boom flail mower and dual loader lug tires is $52,708.00 (*fifty-two thousand, seven hundred eight dollars*) plus HST and will be sourced from the Village's General Capital Fund.
- A motion was required as per Section 4 of the *Procedural By-law Appendix "B", Procedure for Procurement*. Motions for the purchase of the new municipal tractor and attachments will follow this report.
- Residents were reminded that there continues to be a ban on overnight parking on Village Streets remains in effect. As per *By-Law No. 63*, vehicles are not permitted to park on Village streets between midnight and 7:00 a.m. of any day. Vehicles must also not be left unattended during periods of snowfall on any street or highway so as to interfere with snow removal operations.
- This winter has brought colder temperatures and a few substantial snowfalls, keeping staff busy. Council and staff encouraged residents to participate in the Adopt-a-Hydrant program by keeping hydrants clear of snow. Any assistance in that regard is greatly appreciated. Staff and Council thanked residents who have helped to keep hydrants clear 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.**

MOVED BY Councillor Alex Scholten 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 Public Works Manager, move forward with the purchase of a 2026 Trackless municipal tractor complete with 51 (fifty-one)-inch ribbon snow blower attachment and a 60 (sixty)-inch angle blade attachment from Saunders Equipment Ltd. at a cost of $200,391.00 (*two-hundred thousand, three hundred ninety-one dollars*) plus $30,058.65 (*thirty thousand, fifty-eight dollars and sixty-five cents*) HST for a total purchase price of $230,449.65 (*two hundred thirty thousand, four hundred forty-nine dollars and sixty-five cents).* The funding will be sourced from the 2026-2029 Capital Renewal Plan; and
Be It Further Resolved That the Council for the Village of New Maryland, as per the recommendation of the Public Works Manager, move forward with the purchase of a boom flail mower attachment complete with dual loader lug tires from Saunders Equipment Ltd. at a cost of $52,708.00 (*fifty-two thousand, seven hundred eight dollars*) plus $7900.80 (*seven thousand, nine hundred dollars and eighty cents*) HST for a total purchase price of $60,608.80 (*sixty thousand, six hundred eight dollars and eighty cents).* The funding will be sourced from the Village's General Capital Fund. **MOTION CARRIED.**

11. (iii) CAO - Administration

Councillor van Groenewoud provided an update on the proposed changes to the *Human Resources (HR) Policy Manual.*

- Cynthia Geldart, CAO, presented 3 (three) amendments to the *HR Policy Manual* for Council's consideration during the meetings of Wednesday, 11 February 2026. Those changes were brought forward for official adoption by Council.
- **(1) Performance Review and Salary Progression Process:** These 2 (two) processes are currently connected in the *HR Policy Manual* and will be separated into 2 (two) independent procedures. The annual performance review process will be changed to a quarterly review process and the salary progression will be based on seniority. Although pros and cons were identified in a variety of procedures, it became evident after a 2 (two)-year trial period that the proposed new processes are more effective and efficient.
- **(2) Sick Leave Payout:** A new restriction will be added to the current sick leave payout benefit to require a minimum of 5 (five) years of employment with the Village for eligibility. One of the key issues identified is that many employees join the municipal workforce with little to no experience in Local Governance and training is required immediately. This municipality has an excellent policy and practice of providing training, development, mentorship, and membership in appropriate associations for employees. This is necessary but poses a substantial cost and if an employee does not remain with the municipality for at least 5 (five) years, it results in significant losses, both financial and time. There is also the reality that the younger generation within the workforce do not remain with 1 (one) employer for long periods of time. The intent of the new criteria is to improve the Village's retention of employees, allowing for long-term benefits of investments from training and development and enhance the efficiency of the municipality.
- **(3) Retirement Allowance:** A new retirement allowance is being implemented that is specific to employees who remain with the Village long-term and retire from the workforce when they leave the municipality. The retirement allowance policies of other municipalities within the province were reviewed and staff have created a policy that is both competitive for recruitment and retention and affordable for the municipality.

- All of the Human Resources policies are created in an effort to be affordable to the municipality, fair to our employees, and improve recruitment and retention. Staff's goal is to recruit and retain employees who are dedicated to providing outstanding services to Village residents.
- Councillor van Groenewoud expressed appreciation to the CAO for remaining proactive in this matter, noting the importance of ensuring staff are well trained, supported, and satisfied in their roles, and that they continue their careers with the Village over the long term.

MOVED BY Councillor Mariet van Groenewoud and **seconded by** Councillor Alex Scholten the following Resolution of Council: ***Be It Resolved That*** the Council for the Village of New Maryland, as per the recommendation of the Chief Administrative Officer, amend the *Human Resources Policy Manual* to implement the revised Performance Review and Salary Progression processes, include restrictions to the Sick Leave Payout Benefit and a include a Retirement Benefit, as detailed on the attached *Human Resources Policy Change Forms,* effective immediately. **MOTION CARRIED.**

12. Approval of the Treasurer's Report

Deputy Mayor Pope explained that he had a motion to bring forward regarding the Treasurer's monthly 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 January 2026: from the General Operating account by cheques and direct payments **$491,339.49** *(four hundred ninety-one thousand, three hundred thirty-nine dollars and forty-nine cents);* from the Water & Sewer Operating account **$34,870.57** *(thirty-four thousand, eight hundred seventy dollars and fifty-seven cents);* and from the Water & Sewer Capital account **$353,199.76** *(three hundred fifty-three thousand, one hundred ninety-nine dollars and seventy-six cents).* **MOTION CARRIED.**

13. Public Input / Inquires

Resident Peter Lane raised concerns regarding proposed Phase 1 of the Athletic Park Redevelopment Project, specifically the inclusion of a Multi-Use Trail at an estimated cost of approximately $400,000 (*four hundred thousand dollars*).

- He noted that the trail was not specifically identified in the public survey results, whereas over 70% (seventy percent) of respondents expressed support for washrooms and change rooms; Mr. Lane expressed concern that if these facilities are not included in Phase 1 (one), their construction may be delayed for several years; he also noted accessibility concerns with the current portable washrooms and suggested consideration of a sidewalk from Phillips Drive to the Athletic Park to improve safe access;
- Councillor Scholten advised that the facilities building included in the current plan is estimated to cost over $3.1 million (*three point one million dollars*); Council has discussed the potential for a more cost-effective building option that could allow construction to proceed sooner; he noted that Phase 1 (one) prioritizes elements that can be implemented in the shorter term and that offer year-round use and additional functionality; bike racks to support active transportation were also considered;
- Mayor Wilson-Shee indicated that Mr. Lane's comments would be shared with the Recreation Coordinator and noted that installing infrastructure in advance of constructing a sidewalk would result in significant costs to residents;
- Councillor van Groenewoud remarked that a walking trail would benefit a wide range of age groups; and
- Council thanked Mr. Lane for his input.

14. New Business

There was no new business to report.

15. Date, Time and Location of Next Meeting

The next formal Council meeting is scheduled for Wednesday, 18 March 2026 at 7:30 p.m. in Council Chamber.

16. Motion for Adjournment

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

The meeting was adjourned at 8:01 p.m.

Respectfully submitted,

Maggie Kitchener
Maggie Kitchener
Assistant Clerk

Judy Wilson-Shee
Judy Wilson-Shee
Mayor

VILLAGE of NEW MARYLAND
1991 N.B.

Cynthia Geldart
Cynthia Geldart
CAO/Clerk