Village of New Maryland
Council
18 March 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

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 Tim Scammell that the agenda be approved as distributed. **MOTION CARRIED.**

3. Approval of the Minutes
MOVED BY Councillor Alex Scholten and **seconded by** Councillor Mariet van Groenewoud that the minutes of the regular session of Council of 18 February 2026 be approved as circulated. **MOTION CARRIED.**

MOVED BY Councillor Alex Scholten and **seconded by** Councillor Tim Scammell that the minutes of the special session of Council of 11 March 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 the month of March as Kidney Month in the Village and urged all residents to become aware of their own kidney health, as well as the importance of the organ donation registry.

She further proclaimed 26 March 2026 as Purple Day, in support of raising awareness of epilepsy in Canada.

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

- February 23: met with Hon. Cindy Miles; Vanessa Youseff, Community Liaison; Aimée Foreman of Silvermark; and Cynthia Geldart, Chief Administrative Officer; introduced Hon. Miles and Ms. Youssef to Joe Valentino, PharmaChoice, and had a tour of his facility including the vacant clinic space;
- February 23: Capital Region Service Commission (CRSC) Governance Committee meeting;
- February 28: New Maryland Lions Club (NMLC) – Coldest Night of the Year Walk; each donation assists the John Howard Society with their programs and initiatives in helping the homeless and most vulnerable individuals in local communities; the Village team placed second out of 47 (forty-seven) Lion Clubs across Canada who participated; the Leo Club registered a team; Mayor Wilson-Shee also participated as a representative for the CRSC, who sponsored a check point (*Councillor Scholten participated*);
- March 02: Parish of New Maryland (PNM) Zoomers meeting;

- March 03: supper meeting with representatives from Stiletto; physician recruitment and workforce development topics were discussed;
- March 03: CRSC monthly meeting;
- March 05: met with Ed Peterson to discuss homelessness and seniors; Mr. Peterson is working on behalf of the CRSC; this project is funded by the federal government;
- March 13: attended the ribbon cutting ceremony at the 60 (sixty)-bed Maple Ridge facility in Oromocto, operated by Enhanced Living; the facility is part of the province's Nursing Home Without Walls Network; the project was completed on time and within budget; all 60 (sixty) beds are occupied;
- March 16: Economic Expansion Committee meeting of the CRSC – Regional Agriculture Mapping Project (*Councillors Scholten and van Groenewoud attended*);
- March 17: NMLC meeting; upcoming NMLC events include:
  - Poker Tournament to be held on 21 March 2026;
  - photos with the Easter Bunny to be held on 22 March 2026; and
  - Chili Drive-Thru to be held on 18 April 2026 at the Faith Baptist Church; Kats' Kitchen will prepare the meal; funds raised will go to Kats' Kitchen, NMES, and Bliss Carmen Elementary school;
- March 18: CRSC Municipal Candidate Information Session; the session was held to provide an overview of the CRSC; a copy of the presentation is available on the CRSC website (*Councillors Scholten and van Groenewoud were registered*); and
- March 18: Kidney Flag raising at Victoria Hall.

8. Comments by Members of Council

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

- February 26: Greener Village Board meeting;
- February 27-28: Union of Municipalities of New Brunswick (UMNB) Board meetings; meetings focused on matters impacting municipalities in New Brunswick including:
  - improving cellular service across municipalities;
  - a review of the property tax assessment system – recommendations from UMNB's involvement in this review process are expected to be released by the end of March;
  - a review of Regional Service Commissions (RSCs) and how they can best perform their roles and responsibilities and on voting rights at the RSCs;
  - a sport and recreation study on volunteerism;
  - work being done by the province and municipalities on conservation;
  - the use of the small business tax credit for housing developments in municipalities in NB;
  - Ambulance NB service;
  - the escalating costs and service levels provided to municipalities by the RCMP and negotiations on the next Police Service Agreement between the province and the RCMP; UMNB is seeking to have municipal representatives sitting at the table for these negotiations as municipalities pay for these services;
  - support from the province for rural infrastructure including roads and bridges; and
  - harassment and intimidation of elected officials, particularly females; UMNB is commissioning a report on this topic to help officials and municipal staff learn how to best handle such concerns; incidents of harassment and intimidation against female elected officials is significantly higher than their male counterparts;
- March 2: participated in a study led by professors at St. Francis Xavier University examining fraud and fraud prevention efforts in municipalities across Canada; the Village of New Maryland's policies, procedures, and organizational culture related to fraud prevention were well received; the final report is anticipated upon completion;

- March 3: NMLC meeting, where community support initiatives and upcoming events were discussed; Councillor Scholten commented further regarding events discussed by Mayor Wilson-Shee, noting that the NMLC placed third overall for the John Howard Society of Fredericton, raising over $10,000 (*ten thousand dollars*) for Coldest Night of the Year Walk; and the NMLC's fortieth anniversary celebration is planned for October;
- March 7-8: Atlantic Collegiate Athletic Association (ACAA) 2026 men's and women's basketball championships held at Mount St. Vincent University in Halifax; both the St. Thomas University Tommies women's and men's teams won their respective championships and have advanced to the national Canadian Collegiate Athletic Association (CCAA) championships; residents Paige LeBlanc and Michaela Hansen contributed to the woman's team and Caleb Scholten contributed to the men's team; Councillor Scholten extended best wishes to both teams for success at the national level;
- March 9: Downtown Fredericton Inc. business owners' meeting to discuss member issues for potential communication to candidates in the upcoming municipal election;
- March 12: participated in a property tax consultation group regarding potential changes to the property tax assessment, communication, and implementation systems in New Brunswick; members of the UMNB Property Tax Review Committee are contributing to this provincial-municipal initiative;
- March 16: CRSC economic expansion meeting discussing the ongoing efforts to complete an agricultural mapping exercise for the region;
- March 18: candidates information session hosted by the CRSC, which provided an overview of the organization's roles and responsibilities; appreciation was extended to CRSC staff and Board members for hosting the session; and
- Councillor Scholten concluded his comments by congratulating New Maryland resident Henri Maillet and the St. Thomas University men's volleyball team on winning the ACAA championship on 02 March 2026 following a very successful season; the team subsequently competed at the national championships in Edmonton, where they placed sixth; and Mr. Maillet was also named ACAA Coach of the Year.

9. Planning Advisory Committee

There was no report to read.

10. Emergency Response Plan Committee

There was no report to read.

11. Project Reports / Updates

11. (i) Development Services Department

Deputy Mayor Pope provided an update on the activities of the Development Services Department.

- At the 25 February 2026 Council-in-Committee meeting, staff presented information in relation to an opportunity for municipal infrastructure upgrades for a portion of Phillips Drive South.
- A planned residential development on the site at 196 Phillips Drive will comprise of 2 (two) 20 (twenty)-unit apartment buildings. Each 2 (two)-storey building will include underground parking. Servicing the site will require the Developer to: extend a new municipal water distribution main line from New Maryland Highway along approximately a 120 (one hundred twenty)-metre section of the Phillips Drive South street right-of-way; construct new sanitary sewer and storm sewer connections for the proposed buildings; and, reinstate the work area to current municipal standards, including a new sidewalk.
- Upon review by staff and the Village Engineer, it was suggested that the Village seize an opportunity to complete other infrastructure improvements within the work area. The proposed coincidental and strategic replacement by the Village of an existing sanitary main (originally installed in 1976), and the installation of a new storm sewer main, curbs, asphalt, and landscaping reinstatement along the South side of the street is therefore recommended.

MOVED BY Deputy Mayor Mike Pope and **seconded by** Councillor Alex Scholten the following Resolution of Council: ***Be It Resolved That*** the Council for the Village of New Maryland, as per the recommendations of senior staff, agrees in principle to a financial contribution toward the future installation of new sanitary sewer and storm sewer main lines, and related appurtenances (the "Works") along approximately a 120 (one hundred twenty)-metre portion of Phillips Drive South (the "Work Area"), with such Works being executed by the Developer at such time the Developer of the property at 196 Phillips Drive undertakes installation of a water distribution main line within the Work Area. **MOTION CARRIED.**

Deputy Mayor Pope explained that he had a second motion to bring forward and provided background information.

- In 1997, an agreement was negotiated with the property owner for the acquisition of an easement to ensure Village access to municipal sanitary sewer infrastructure that had been installed on the property prior to incorporation of the Village. The agreement states certain contractual obligations on the part of the Village in the event the easement is determined to be no longer required.
- At the request of the property owner, the Public Works Department and the Village Engineer have assessed and determined that a substantial portion of the sanitary infrastructure on the property has been rendered inactive and non-essential following the installation of updated infrastructure on Daniel Drive in 2018. A portion of the easement will, however, need to be preserved to ensure the protection and proper operation of an active sanitary sewer manhole, portions of the sewer main, and service lateral serving the adjacent property at 284 New Maryland Highway.

MOVED BY Deputy Mayor Mike Pope and **seconded by** Councillor Tim Scholten the following Resolution of Council: ***Be It Resolved That*** the Council for the Village of New Maryland authorize the release of, to the satisfaction of the Public Works Manager and the Village Engineer, a portion of the Municipal Services Easement depicted on the Plan of Survey prepared by Eastern Land Surveys (1993) Ltd. and filed with the York County Registry Office as Plan No. 201,092 on 17 July 1997; and as described in the Easement Agreement filed with the York County Registry Office as Document No. 404775 on 17 July 1997; and that the Mayor and Village Clerk are authorized to execute the necessary legal documents in relation to the same. **MOTION CARRIED.**

11. (ii) Chief Administrative Officer (CAO)/Clerk - Administration

Councillor Scholten provided an update on the activities of the CAO/Clerk's Department. He explained that he had 3 (three) motions to introduce and provided background information.

- The Village is currently experiencing growth and is on the cusp of additional development and progress. Council has recognized that as the community continues to evolve, it is increasingly important to clearly communicate its identity, offerings, and vision for the future.
- A strong and consistent municipal brand plays a key role in positioning the municipality to:
  - foster a sense of pride and identity among residents;
  - clearly and easily identify municipal communications;
  - attract new residents and families to the community;
  - support economic development and business attractions; and
  - recruit and retain essential professionals, including physicians and other healthcare providers.
- In recognition of these needs, a Request for Proposals (RFP) was issued last fall, seeking qualified firms to undertake a comprehensive rebranding and identity development process. One response was received through the RFP process, and an additional proposal was submitted at a later date.
- Both of the proposals were reviewed in consideration of several criteria, including:
  - demonstrated experience with municipal or place-based branding projects;

- proposed methodology and approach;
- community engagement strategy; and
- project timeline and deliverables.

➢ Council reviewed both proposals at the 25 February 2026 Council-in-Committee (CIC) meeting, and the consensus of Council was that the Ginger Agency proposal demonstrated a strong understanding of the community's growth objectives and presented a clear, collaborative approach to developing a modern and authentic municipal identity.

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 senior staff, accept the proposal submitted by The Ginger Agency in the amount of $38,500 (*thirty-eight thousand, five hundred dollars*) plus $5,775 (*five thousand, seven hundred seventy-five dollars*) HST for a total amount of $44,275 (*forty-four thousand, two hundred seventy-five dollars*) for the Rebranding and Identity & Logo Development Project as per the attached proposal. **MOTION CARRIED.**

➢ The municipality periodically receives requests for donations from individuals, athletes, community groups and organizations looking for support. In recognition of the Village's guiding principle of strong fiscal management, the approach to donating funds required a clearer and more consistent framework to guide the decision-making process.
➢ The updated *Donations Policy* will ensure that there is a transparent and standardized process for evaluating requests. The proposed policy has been structured using new formatting standards and written in clear, concise language.
➢ Council reviewed the draft policy at the 11 March 2026 CIC meeting and determined that the modernized policy will help eliminate uncertainty and provide direction to staff and Council when considering donation requests.

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, as per the recommendation of senior staff, adopt the revised *Donations Policy* as attached, effective immediately. **MOTION CARRIED.**

➢ At the 25 June 2025 CIC meeting, Council discussed the need for a formal Diversity, Equity, and Inclusion (DEI) policy, noting that the Village does not currently have a standalone DEI policy.
➢ Staff explained that preliminary research had been undertaken and that additional time was required to develop a well-considered policy. Council directed staff to continue researching municipal DEI best practices and to prepare a draft policy for Council's consideration.
➢ Following this direction, staff completed further research and prepared a draft DEI Policy intended to provide clear organizational guidance and a consistent framework for promoting diversity, equity, and inclusion within the Village. The draft policy was presented to Council for review and discussion at the CIC meetings of 11 February 2026 and 11 March 2026. During these meetings, Council provided feedback and suggested revisions and additions, which were incorporated into the final version now attached.
➢ It is recognized that larger municipalities often have dedicated staff or departments responsible for DEI initiatives. Given the size and capacity of the Village, this policy was designed to be practical and proportionate, providing clear guidance without creating undue complexity. The intent is to support current practices and allow for refinement and expansion over time as the Village grows and community needs evolve.

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 senior staff, adopt the *Diversity, Equity and Inclusion (DEI) Policy*, as attached. **MOTION CARRIED.**

12. Approval of the Treasurer's Report

Councillor Pearson explained that she had a motion to bring forward regarding the Treasurer's monthly report.

MOVED BY Councillor Laurie Pearson 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 February 2026 from the General Operating account by cheques and direct payments **$1,482,197.60** *(one million, four hundred eighty-two thousand, one hundred ninety-seven dollars and sixty cents);* from the Water & Sewer Operating account **$959,739.94** *(nine hundred fifty-nine thousand, seven hundred thirty-nine dollars and ninety-four cents);* from the General Capital account **$5,715.50** *(five thousand, seven hundred fifteen dollars and fifty cents);* and from the Water & Sewer Capital account **$1,454.75** *(one thousand, four hundred fifty-four dollars and seventy-five cents).* **MOTION CARRIED.**

13. Public Input / Inquires

There was no public input.

14. New Business

Councillor van Groenewoud explained that she had the third and final readings of By-Law Amendment No. 40-01-2026 to present.

- During preparations for the 2026 Budget, Council had introduced an amendment to the *Water Rates and Sewer Rentals By-law No. 40-2020* to make the necessary changes to the utility rates and to include a $4.00 (*four dollars*) fee for printed utility invoices.
- The intent was originally to encourage participation in sending utility bills out by email, however upon receiving feedback from some residents, Council realized they needed to reverse their decision.
- The necessary motions to commence readings and for first and second readings of the by-law amendment by title only took place at a Special Session of Council on 11 March 2026. Motions for third and final readings are required to enact the amendment.

MOVED BY Councillor Mariet van Groenewoud 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. 40-01-2026, an amendment to the *Water Rates & Sewer Rentals By-law No. 40-2020*, for the third time, this reading in its entirety. **MOTION CARRIED.**

Councillor van Groenewoud read the By-law Amendment No. 40-01-2026, an amendment to the *Water Rates & Sewer Rentals By-law No. 40-2020*, in its entirety.

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, read By-law Amendment No. 40-01-2026, an amendment to the *Water Rates & Sewer Rentals By-law No. 40-2020*, for the final time, this reading by title only, thereby enacting the amendment. **MOTION CARRIED.**

Councillor van Groenewoud read the title, *Water Rates and Sewer Rentals By-law Amendment No. 40-01-2026*, for the final time.

15. Date, Time and Location of Next Meeting

The next formal Council meeting is scheduled for Wednesday, 15 April 2026 at 7:30 p.m. in Council Chamber.

16. 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 7:58 p.m.

Respectfully submitted,

Maggie Kitchener
Maggie Kitchener
Assistant Clerk

Judy Wilson-Shee
Judy Wilson-Shee
Mayor

Cynthia Geldart
Cynthia Geldart
CAO/Clerk

VILLAGE of NEW MARYLAND
1991 N.B.