Village of New Maryland
Special Session of Council
06 May 2026

Present: Mayor Judy Wilson-Shee
Councillor Tim Scammell
Cynthia Geldart, CAO/Clerk
Rob Pero, Development Services Manager
Councillor Laurie Pearson
Councillor Alex Scholten
Maggie Kitchener, Assistant Clerk
Harry Farrell, Fire Chief

Absent: Deputy Mayor Mike Pope, Councillor Mariet van Groenewoud

Guests: 6 (six) residents attended

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1. Call to Order
Mayor Judy Wilson-Shee called the meeting to order at 5:15 p.m.

2. Approval of the Agenda
MOVED BY Councillor Tim Scammell and **seconded by** Councillor Alex Scholten that the agenda be approved as circulated. **MOTION CARRIED**.

3. Disclosures of Interest
No *Conflicts of Interest* were declared.

4. Award Tender – Forbes Property Lift Station
Councillor Scholten brought forward a motion regarding awarding the tender for the Forbes Property Lift Station.

- He explained that the proposed work is located at the east end of Bismark Street and involves the supply and installation of an in-ground pre-cast concrete wastewater pumping station, submersible pumps and equipment, electrical controls, and stand-by generator with propane storage tank. Piping includes approximately 100 (one hundred) metres of sanitary sewer and approximately 500 (five hundred) metres of force main. The work also includes site works and a 30 (thirty)-metre road extension with associated municipal services.
- The wastewater pumping station is required for the future development of the Forbes property. In addition, sanitary sewage from approximately 70 (seventy) homes will be removed from the Gravenstein pumping station and directed to this new pumping station.
- Staff received 2 (two) bids on this tender as follows: Charters Construction Ltd. $2,576,968.30 (*two million, five hundred seventy-six thousand, nine hundred sixty-eight dollars and thirty cents)*, which includes 15% (fifteen percent) HST, and Dexter Construction Co. Ltd. $3,658,150.00 (*three million, six hundred fifty-eight thousand, one hundred fifty dollars*), which includes 15% (fifteen percent) HST.
- As mentioned in the Letter of Recommendation from John McKinney, Village Engineer, the pre-tender construction cost estimate for this work was $2,359,100.00 (*two million, three hundred fifty-nine thousand, one hundred dollars*). This work does not include the building for the pumping station or the engineering. Mr. McKinney estimated that costs will exceed the budgeted amount in the Canada Housing Infrastructure Fund Agreement Application which was $2,644,110.00 (*two million six hundred forty-four thousand, one hundred-ten dollars*). This over run will be sourced from the Utility Capital Reserve Fund. It was Mr. McKinney's recommendation that the Village award the tender to the lowest bidder.

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 Village Engineer, accept the tendered bid as submitted by Charters Construction Co. Ltd. on 28 April 2026 in the amount of $2,240,842.00 *(two million, two hundred forty thousand, eight hundred forty-two dollars)* plus $336,126.30 (*three hundred thirty-six thousand, one hundred twenty-six dollars and thirty cents)* HST for a total tendered bid of $2,576,968.30 (*two million, five hundred seventy-six thousand, nine hundred sixty-eight dollars and thirty cents)* for the *Forbes Development, Wastewater Pumping Station and Forcemain (2026)* project; and that the Mayor and Clerk are authorized to execute said contract. **MOTION CARRIED.**

5. Zoning By-law Amendment Date for Public Hearing

Councillor Scammell brought forward motions regarding the Zoning By-law Amendment Date for Public Hearing.

MOVED BY Councillor Tim Scammell and **seconded by** Councillor Alex Scholten the following Resolution of Council: ***Be It Resolved That*** the Council of the Village of New Maryland, in accordance with Section 111, of the *Community Planning Act*, S.N.B. (2017) Chapter 19 and amendments thereto, hereby moves to schedule a Public Hearing, to be held on Wednesday, 17 June 2026, commencing at 6:30 p.m. at the Village of New Maryland Municipal Office located at 584 New Maryland Highway. The purpose of which will be to consider proposed *By-Law Amendment 04-01-2026, A By-Law to Amend Zoning By-Law 04-2019*, Section 7.22 – Off-Street Parking Requirements, Sentence 3), Clause a) to amend the minimum drive aisle width for perpendicular type parking stalls from 7.5 (seven point five) metres to 6.0 (six point zero) metres. **MOTION CARRIED.**

MOVED BY Councillor Tim Scammell and **seconded by** Councillor Laurie Pearson the following Resolution of Council: ***Be It Resolved That*** the Council of the Village of New Maryland, in accordance with Section 110 of the *Community Planning Act*, S.N.B. (2017) Chapter 19 and amendments thereto, hereby requests the views of the Planning Advisory Committee in relation to proposed *By-Law Amendment 04-01-2026, A By-Law to Amend Zoning By-Law 04-2019.* Council further requests that the Planning Advisory Committee provide their views prior to Wednesday, 17 June 2026 in relation to the same.

Discussion on motion: Councillor Pearson explained that this amendment was related to the driveway width only and not an amendment to the entire project. **MOTION CARRIED.**

6. In-law Suite Agreement

Councillor Pearson brought forward a motion regarding an In-law Suite Agreement.

- She explained that at meetings on 13 April 2026 and 04 May 2026, the Village Planning Advisory Committee gave consideration to a request for the approval of a 34.2 (thirty-four point two) square metre variance to the 75 (seventy-five) square meter maximum permitted floor area for an In-law Suite. The approval was granted subject to terms and conditions to be documented in a land-use agreement to be registered toward the subject property. The land-use agreement is proposed to identify the Owner/Applicant's obligations required at the time of the future vacancy of the In-law Suite or the eventual sale of the property, and to mitigate the risk of later use of the suite as a rental unit occupied by unrelated non-family members, in which case building code upgrades would be necessary for that manner of building occupancy. The variance approval and agreement serves to address the present needs of the Owners/Applicants and gives recognition to the due diligence owed by all parties.

MOVED BY Councillor Laurie Pearson 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 and the Village Planning Advisory Committee, require the registry in the Service New Brunswick Land Registry Database, for the property located at 117 Sprucewood Drive, New Maryland, New Brunswick, having Property Identification Number 75300442, a land-use agreement with such agreement outlining terms and conditions in relation to the Village Planning Advisory Committee's approval of a variance to Section 7.29 (1) (e) of *Zoning By-law No. 04-2019* to permit an In-law Suite having a floor area of 111 (one hundred eleven) square metres; and that the Mayor and Clerk are hereby authorized to execute such agreement. **MOTION CARRIED.**

7. Award Contract Extension – Silvermark

Councillor Scholten brought forward a motion to award a contract extension to Silvermark.

- He explained that as authorized by Council on 17 December 2025, the Village engaged in a service agreement with Silvermark for pre-construction consultation services focused on the future mixed density development of the Village-owned Forbes Property. Silvermark have admirably fulfilled the initial scope of work to advise on the potential for an aging care facility as an integrated keynote feature of the site development concept. To maintain collective momentum toward the strategic development vision for the property, staff wish to engage further with Silvermark.

- The attached service agreement amendment outlines recommended next steps toward the development of the aging care facility, a diversity of housing options, commercial amenities and green spaces at the site and the associated remuneration. This also includes a stakeholder engagement process, which is identified in the agreement that includes identification and coordination of key stakeholders including residents of the Village of New Maryland, special interest groups, development partners, government and regulatory bodies, and Council and municipal staff. With regard to impacts to the Development Services Department budget, sufficient funds are available in the department operating budget and reserve accounts for half of the anticipated expense, and staff would propose the balance be addressed via other reserved funds.

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 senior staff, accept the solicited service agreement amendment from 695381 NB Inc., operating as Silvermark, dated 30 April 2026, in the amount of $7,500.00 *(seven thousand, five hundred dollars)* plus $1,125.00 *(one thousand, one hundred twenty-five dollars)* HST per month, for a proposed 6 (six) month term of contract, for the provision of pre-development consultation services to support the integration of aging care facilities as a strategic element of a proposed mixed-use / mixed-density development within the Village; and that the Village Clerk is authorized to execute said service agreement, as attached. **MOTION CARRIED.**

8. Amend 2024-2028 Capital Investment Plan (Canada Community Building Fund)

Councillor Scammell brought forward a motion regarding an amendment to the 2024-2028 Capital Investment Plan (Canada Community Building Fund).

MOVED BY Councillor Tim Scammell and **seconded by** Councillor Alex Scholten the following Resolution of Council: ***Be It Resolved That*** the Council for the Village of New Maryland adopt the amended document entitled The Village of New Maryland 2024-2028 Capital Investment Plan for the Canada Community-Building Fund (Amended) as attached hereto. **MOTION CARRIED.**

9. Department of Natural Resources Gifting Agreement Authorization of Signatures

Councillor Pearson brought forward a motion regarding the Department of Natural Resources (DNR) gifting agreement authorization of signatures.

- She explained that the Wildfire Management Branch of DNR has implemented an initiative designed to enhance wildfire response capabilities across the province. The program involves the redistribution of essential firefighting equipment to support volunteer fire departments.
- DNR will be providing both refurbished and new equipment. They will supply fully refurbished Wajax portable high-pressure fire pump kits, including the Wajax pump, 20 (twenty) lengths of discharge hose, various tools and accessories. The new equipment includes a fuel can, fuel line, toolbox, and assorted items.
- DNR will also offer the initial training on the use of the fire pump kits and maintain a collaborative relationship with the fire department going forward. That collaboration involves additional training 2 (two) nights per year, focusing on wildland-specific tactics and operations.
- Effective wildlife management requires coordinated efforts from multiple agencies and DNR relies heavily on the support of local fire departments to fulfill its mandate. The Natural Resources Canada program "*Fighting and Managing Wildfires in a Changing Climate*" is providing funding and DNR is using the opportunity to enhance the wildfire response capabilities of all volunteer fire departments to better protect communities and minimize the impact of wildfires in the province.
- Before DNR proceeds with the delivery of the equipment, the *Gifting Agreement* needs to be signed. The Agreement has been reviewed by the Fire Chief, Treasurer and Chief Administrative Officer and recommended for approval.

MOVED BY Councillor Laurie Pearson and **seconded by** Councillor Tim Scammell the following Resolution of Council: ***Be It Resolved That*** the Council for the Village of New Maryland, as per the recommendation of senior staff, approves the *Gifting Agreement* between the Village of New Maryland and the Wildfire Management Branch

of the Department of Natural Resources as attached, and that the Mayor and Clerk are hereby authorized to execute said Agreement. **MOTION CARRIED.**

10. Approval of Purchase - NMC Park Playground Equipment

Councillor Scholten brought forward a motion regarding the purchase of NMC park playground equipment.

- He explained that staff have been working with PlayPower to develop a design for the replacement of the playground equipment at the NMC. The current playground structure has experienced ongoing wear and deterioration due to age and regular use and is beginning to show signs of decline that will require attention.
- The proposed design incorporates updated features, including accessible elements that aim to support inclusive play for children of varying abilities. This approach aligns with the Village's goal of providing safe, modern, and welcoming recreational spaces for the community.
- Discussions with PlayPower have indicated that the cost of the equipment could increase significantly if the order is not placed in a timely manner. Therefore, staff asked Council to bring the motion forward at the Special Session in order to proceed with the purchase at the amounts quoted.

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 Recreation Coordinator, authorize the purchase of equipment for the New Maryland Centre Playground from PlayPower in the amount of $212,705.49 *(two hundred twelve thousand, seven hundred five dollars and forty-nine cents)* plus $31,905.82 *(thirty-one thousand, nine hundred five dollars and eighty-two cents)* HST for a total purchase price of $244,611.31 *(two hundred forty-four thousand, six hundred eleven dollars and thirty-one cents)*; and that the funds be sourced from the 2026-2029 Capital Renewal Plan and the Recreation Capital Reserve. **MOTION CARRIED.**

11. Adjournment

MOVED BY Councillor Alex Scholten and **seconded by** Councillor Tim Scammell that the meeting be adjourned. **MOTION CARRIED**.

The meeting adjourned at 5:30 p.m.

Respectfully submitted,
Maggie Kitchener
Maggie Kitchener
Assistant Clerk

Alex Scholten
Mayor

Cynthia Geldart
CAO/Clerk

VILLAGE of NEW MARYLAND
1991 N.B.