

**VILLAGE OF NEW MARYLAND
COUNCIL
20 December 2017**

Present: Mayor Judy Wilson-Shee
Deputy Mayor Alex Scholten
Councillor Paul LeBlanc
Councillor Gisèle McCaie-Burke
Councillor Mike Pope
Councillor Tim Scammell

Also Present: Cynthia Geldart, Chief Administrative Officer/Clerk
Karen Taylor, Assistant Clerk

Guests: Jackie and Paul Desmeules, Brenda and Joel MacDonald (for agenda items 1 – 5)

1. **CALL TO ORDER**
Mayor Judy Wilson-Shee called the meeting to order at 7:30 pm and reminded all in attendance that the meeting is being video-recorded for broadcast.

2. **APPROVAL OF THE AGENDA**
MOVED BY Councillor Tim Scammell and **seconded by** Councillor Mike Pope to approve the agenda as distributed. **MOTION CARRIED.**

3. **APPROVAL OF THE MINUTES**
MOVED BY Councillor Gisele McCaie-Burke and **seconded by** Deputy Mayor Alex Scholten to approve the minutes of the 15 November 2017 regular session of Council as circulated. **MOTION CARRIED.**

4. **DISCLOSURE OF INTEREST**
No disclosures of interest were declared.

5. **PRESENTATIONS**
Mayor Wilson-Shee presented certificates of recognition to Paul Desmeules and Brenda & Joel MacDonald for their heroic efforts in saving the life of Jackie Desmeules.

6. **PROCLAMATIONS**
No proclamations were read.

7. **CORRESPONDENCE**
The following correspondence was read into the record by the CAO/Clerk, Cynthia Geldart, as per the request of Mayor Judy Wilson-Shee:
- information from the Dept. of Environment and Local Government concerning the 2018 community funding and equalization grants for municipalities and rural communities;

- a letter to Robert Amos, Chairperson of the New Maryland Local Service District, regarding regional emergency response;
- an email from the Fredericton Chamber of Commerce advising that tickets are available for the State of the Province Address scheduled for January 25, 2018;
- a letter from TreeCanada thanking us for participating in the Canada150 celebration program;
- the Ignite Fredericton December 2017 Newsletter; and
- correspondence from the Dept. of Transportation and Infrastructure advising of increases in the summer and winter maintenance rates that will be effective January 1, 2018.

8. MEETINGS AND/OR SPECIAL EVENTS

Mayor Judy Wilson-Shee attended the following meetings and/or special events since the last formal Council meeting:

- Nov. 16th – Age-Friendly Community Ad hoc Committee at which Councillor McCaie-Burke chaired the meeting;
- Nov. 16th – State of the City Address which was also attended by Deputy Mayor Scholten and Councillor Scammell;
- Nov. 18th – Christmas dinner hosted by MLA Jeff Carr;
- Nov. 21st – meeting with Bob Doon of Taylor Printing, which was also attended by Fire Chief Farrell;
- Nov. 21st – Lions Club meeting;
- Nov. 22nd – launch of New Brunswick’s Recreation Sport & Policy Framework, which was also attended by Councillor McCaie-Burke;
- Nov. 22nd – Holiday social hosted by MLA Jeff Carr and also attended by Councillor McCaie-Burke;
- Nov. 23rd – NBCC Gala;
- Nov. 25th – Wreath-making seminar, which was also attended by Councillor McCaie-Burke;
- Nov. 27th – signing of ONB’s Memorandum of Understanding;
- Nov. 28th – meeting with a resident, which was also attended by our CAO Cynthia Geldart and Assistant Clerk Karen Taylor;
- Nov. 28th – public meeting to discuss the future of St. Mary the Virgin Church along with Councillor Scammell;
- Nov. 30th – reception hosted by the Village which was attended by all members of Council and members of senior staff;
- Dec. 1st – French focus group that was chaired by Councillor McCaie-Burke;
- Dec. 1st – Village’s Christmas banquet which was attended by all members of Council;
- Dec. 2nd – Lions Club Turkey Drive;
- Dec. 3rd – volunteered as Mrs. Santa at the Food & Toy Drive breakfast that was held at Wetmore Street Pub, and was also attended by Councillors LeBlanc, McCaie-Burke, Pope and Scammell;
- Dec. 4th – a meeting with Cynthia Geldart CAO and Janelle Doan to discuss the employee climate survey;
- Dec. 4th – PNM Zoomers’ monthly meeting, which was also attended by Councillor McCaie-Burke;
- Dec. 4th – Food & Toy Drive with Councillor McCaie-Burke who volunteered;
- Dec. 5th – RSC 11 Board meeting;
- Dec. 5th – Christmas Reception for the 5th Canadian Division Support Base Gagetown;
- Dec. 5th – Food & Toy Drive at which CAO Cynthia Geldart and Councillor McCaie-Burke volunteered;
- Dec. 6th – NMES Playground Open House with Councillor McCaie-Burke and Recreation Coordinator Michelle Sawler;
- Dec. 6th – Food & Toy Drive along with Councillors McCaie-Burke and LeBlanc, who volunteered;
- Dec. 7th – Business Immigrant Graduation event;
- Dec. 7th – Town of Oromocto’s annual holiday reception, which was also attended by Councillor McCaie-

Burke;

Dec. 7th - Village's Christmas Tree Lighting ceremony, which was also attended by Councillors McCaie-Burke and Scammell;

Dec. 11th – meeting with a resident, along with Councillor McCaie-Burke;

Dec. 12th – volunteered at the NMES Christmas dinner;

Dec. 13th – meeting with CAO Cynthia Geldart;

Dec. 14th – NMES Christmas concert;

Dec. 14th – Social sponsored by the PNM Zoomers' exercise class;

Dec. 15th – meeting with a business owner;

Dec. 15th – brief appearance at staff's Christmas luncheon;

Dec. 15th – Christmas dinner for the executive of the PNM Zoomers which was hosted by Councillor McCaie-Burke;

Dec. 16th – Opal's Christmas dinner held at Porter's Diner (*Mayor Wilson-Shee commented that the owner, Paul Porter, provided the dinner free of charge and it was a wonderful evening for all of the Opal children and their families*);

Dec. 18th – volunteered at NMES cafeteria;

Dec. 18th – Holiday Open House hosted by MP Matt DeCoursey;

Dec. 19th – RSC 11 Special Board meeting; and

Dec. 20th – meeting with Mac Burns, Jacklyn Burns and Facilities Manager Nancy St. Croix.

9. PLANNING ADVISORY COMMITTEE

Councillor Tim Scammell presented the report from the Planning Advisory Committee which met on December 11th.

- Staff reviewed the Building Permit Report for November 2017, during which a total of 8 permits were issued. The current year-to-date totals stand at 133 permits having been issued, \$3,401,612 in estimated value of construction, and \$26,245 in permit fee revenue.
- The committee also reviewed a variance application in relation to a new home at 31 Sandcherry Lane. Due to changes by the contractor, the elevation of the front entry level was increased causing the front stair to project further into the front yard. The builder submitted a variance application seeking approval to permit the front stair to project 0.75 metres further into the front yard than the 1.5 metre limit stated in the Zoning By-law. Upon considering the intent and historical rationale for the by-law front yard setback and front yard projection requirements, the committee granted an approval to the applicant's request.
- The committee reviewed a schedule of the monthly PAC meeting and application submittal deadline dates for 2018. Certain meeting dates in 2018 have been adjusted in consideration of statutory holidays that fall on the first Monday of the month, and the December Christmas Food & Toy Drive.

MOVED BY Councillor Tim Scammell and **seconded by** Councillor Gisele McCaie-Burke the adoption of this report.

Discussion:

Councillor Scammell thanked members of the committee and staff for the work they have done.

MOTION CARRIED.

► **MOVED BY** Councillor Tim Scammell and **seconded by** Deputy Mayor Alex Scholten the following resolution of Council:

Be It Resolved That in accordance with the terms of the Developer's Agreement between the Village of

New Maryland and Centennial Heights Development Ltd., for the development of Centennial Gardens Subdivision 2014 - Phase 1A and 1B, consisting of 19 residential building lots on Alban Street, Sandcherry Lane, Jasmine Court, and Kimberley Street, which development, by agreement includes the construction of municipal services, roadway construction, concrete curb and gutters, foundation preparation and installation of concrete sidewalks, base and surface asphalt, boulevard construction and landscaping, and construction of pathways sub-grade, drainage swales, ditches and storm water attenuation facilities (“Works”), enumerated in the said Developer’s Agreement,

And Whereas the one (1) year warranty period for the surface construction portion of the Works consisting of roadway asphalt, curb and gutter, sidewalks and boulevard landscaping, is due to expire on December 21, 2017, the Village Council, on the recommendation of the Village Engineer and Staff, resolves to terminate the one (1) year warranty period, assume the surface construction portion of the Works, and authorize release of the final remaining portion of the related financial security.

Discussion:

Councillor Scammell explained that in accordance with the provisions of the development agreement for the project captioned above, the developer has submitted a request for Council’s assumption of the surface construction portion of the works, termination of the 1-year warranty period, and release of the related financial security currently held by the Village. The surface construction portions of the works are comprised of the roadway asphalt, curb and gutter, sidewalks and boulevard landscaping in the Centennial Gardens Phase 1 residential subdivision. The Village Engineer has verified that the surface construction elements are in a state worthy of assumption by Village Council, and recommends Council proceed accordingly. **MOTION CARRIED.**

► **MOVED BY** Councillor Tim Scammell and **seconded by** Councillor Mike Pope the following resolution of Council:

Be It Resolved That by authority granted under the *Community Planning Act* (the "Act") and the by-laws enacted pursuant to the *Act*, the Council for the Village of New Maryland (the "Village") hereby authorizes Robert Pero, Development Officer, to make application through the Village's legal counsel on behalf of the Village to The Court of Queen's Bench of New Brunswick for an order that the owners of the property located at 157 Woodlawn Lane comply with the Village's Zoning By-law No. 04-2016 and Building By-law No. 06-2016 and for any further or other relief that the said Development Officer considers necessary or appropriate in relation to the foregoing.

Discussion:

Councillor Scammell clarified that ongoing attempts by the Assistant Building Inspector/Development Officer have been unsuccessful in seeking the subject landowner’s compliance with the Village Zoning By-law standards with respect to swimming pool installations. Over the course of recent months, staff has done everything reasonably possible, and afforded the landowner ample opportunity, to achieve voluntary compliance. Despite these repeated efforts, inaction by the resident led to the issuance of an Order to Comply to cause the installation of the necessary permanent fence enclosure surrounding the pool. The landowner has demonstrated disregard of the issued order as the permanent fencing has yet to be installed. This resolution will enable staff to engage a more persuasive means of enforcement, by way of making application to the New Brunswick Court of Queen’s Bench for a court imposed order to force the landowner’s compliance with the by-laws of the Village of New Maryland. **MOTION CARRIED.**

10. **EMERGENCY RESPONSE PLAN COMMITTEE**

Councillor Paul LeBlanc presented the report from the Emergency Response Plan Committee which met on November 21st.

- Fourteen committee members were present, representing Red Cross, Anglophone West School District, Fredericton Amateur Radio Club, New Maryland Lions Club, PNM Zoomers, York Sunbury Ground Search & Rescue, Alert Program, NB Emergency Measures Organization (NB EMO), and Village staff.
- The bulk of the meeting consisted of a presentation by Jason Cooling, Regional Emergency Management Coordinator for NB EMO. Jason shared a presentation on the New Maryland Emergency Response Plan 2017, a document that included the compilation of our original Emergency Response Plan into a format prepared by the Department of Justice and Public Safety, and NB EMO. The document is very interactive and contains numerous links to detailed information for emergency response at the local, regional and provincial levels.
- Jason also advised the committee of the emergency preparedness exercise that will take place in New Brunswick in June 2018. The exercise is called Brunswick Alpha 2018, and is a one-day exercise that will give communities, municipalities and Local Service Districts an opportunity to practice our respective roles during an emergency event. All municipalities are invited and encouraged to participate in the exercise and with the planning phases. The exercise is being organized by NB EMO in partnership with the Canadian Armed Forces through Joint Task Force Atlantic. Brunswick Alpha 2018 will be designed to allow municipal staff members involved in emergency response to practice planned responses and other procedures at the level which they choose to participate, from simple to complex. The scenario will revolve around a progressive severe weather event unfolding across the province. Advanced weather reporting, simulated social media, and web based news reporting will add to the realism of the exercise. This will be the first exercise of this magnitude in our province and will contribute to enhancing resiliency into the future. Additional information will be shared with our ERP Committee and Council as it becomes available.
- The committee also participated in a discussion led by our Fire Chief and our EOC Director regarding a possible table top exercise to be scheduled in the spring with a potential field exercise later in the summer. The proposal was to prepare a scenario that would involve the New Maryland Elementary School. The role of the communication is crucial, and the exercise would also focus on the participation of the amateur or ham radio component.
- The meeting concluded with a brief discussion surrounding training requirements and availability for committee members.

MOVED BY Councillor Paul LeBlanc and **seconded by** Councillor Gisele McCaie-Burke the adoption of this report. **MOTION CARRIED.**

11. PROJECT REPORTS AND UPDATES

(i) **Recreation Department:**

Deputy Mayor Alex Scholten presented the following update from the Recreation Department.

Programs and special events

The Wreath-making seminar was held on Saturday, November 25th from 9:00 am – 1:30 pm at the New Maryland Centre. This year, all three sessions were full and several new participants were welcomed, as well as a number of regular attendees. A total of 72 wreaths were created, which is four more than last year, and 82 people were in attendance over the three sessions. Many thanks to George Bidlake for facilitating the seminar again this year. The participants were also very generous with their donations for the Food & Toy Drive.

This year's Food & Toy Drive was a tremendous success. The Lions Club provided Village staff with additional information prior to the event which was posted to Facebook, Twitter and the Village's website. Each day the route map for that evening was posted as well as the "wish list" of items and the weekend events leading up to the Food & Toy Drive. The addition of the "highway turkey" on Friday and Saturday generated a lot of interest from residents, and this year the Lions Club also did some live Facebook posts each evening to keep residents up-to-date with their route and location. In addition, a "thank you" video prepared by Jacklyn Burns on behalf of the Lions Club was sent to staff and posted on December 13th on the Village's Facebook page. This video featured Mayor Wilson-Shee and highlighted the donations received. It also provided an opportunity to thank all of the sponsors and volunteers. A total of 201 boxes were packed at Faith Baptist Church for distribution to families in need.

The Christmas Tree Lighting was held on Thursday, December 7th and the weather was perfect for the event. The Village was very pleased to welcome the NMES Grade 3-5 choir under the direction of Charlene MacLeod. The Mayor emceed the event and Councillors Gisèle McCaie-Burke and Tim Scammell were also in attendance, as well as MLA Jeff Carr. Mya Pearson, Grade 5 student from NMES, assisted the Mayor with the tree lighting and helped Santa in the gazebo after he arrived. Santa visited with 85 children this year (based on the number of treat bags handed out). This was the largest crowd that has attended this event, and was probably a result of the choir's presence and the mild weather. It was estimated that 150-175 people were in attendance. All of the candles were distributed this year for the first time. Special thanks to the 1st New Maryland Cubs & Guides for their assistance, as well as Village staff for setting up all the lights and for lending assistance during the event and in the kitchen.

A community skate is booked at the Grant Harvey Centre for Thursday, December 28th from 2:00 – 4:00 pm. Some ParticipACTION "swag" will be given out to participants as we close out the year with the 150 Playlist.

PNM Zoomers Activities

The next PNM Zoomers meeting is scheduled for January 8th at 10:00 am in the New Maryland Centre boardroom.

All Zoomers' memberships are due in January. Membership forms can be found on the VONM website under community groups 50 plus.

The Zoomers host pot luck socials every other month. The next social will be held on January 17th at 5:30 pm, and guest speaker Jarred Matthews will present the topic of Crime Reduction through Environmental Design at 6:30 pm.

Exercise class takes place every Tuesday and Thursday morning from 10:00 to 11:00 am. Classes resume Tuesday, January 9th.

The Book club's next meeting is Thursday, January 18th at 11:00 am in the boardroom at the New Maryland Centre.

For more information about Zoomers' activities, contact pnmzoomers@gmail.com.

NMES

November invoices for NMES were processed for New Maryland Karate, Reds Volleyball, YMCA Basketball, the Model Aircraft Club (which is now meeting twice per month from November – April), Cyr’s Dance and Pickleball NB. REDS Volleyball will conclude their season on December 14th. Pickleball, Adult Volleyball and Open Gym have concluded until January 2018 when the school re-opens. The popular K-2 Run Club, which was offered in the fall at the NMES soccer field, will be held for ten Wednesdays at the gym starting January 10th.

Open gym on Saturday evenings was quiet the first two weeks following the time change (which is now 6:00 - 8:00 pm) but there have been more drop-ins the first two weeks of December. Typically, open gym is busiest in the winter months. A staff meeting with the gym supervisors will be held the week before Christmas to discuss fall programs and the upcoming winter schedule.

For Council’s information, in addition to the regular user groups that are booked throughout the year and in the evenings at NMES, several special events were also booked in 2017 including: 34 birthday parties, 14 dates for karate tournaments and workshops, two pickleball demos, and 16 individual special events (which included baseball spring training, various end-of-year team parties, baby showers, Fredericton Rocks event, paint & sip, soccer registration, basketball mini tournaments, etc.). Birthday bookings have dramatically increased over the past few years. The Village is pleased to be able to offer additional program opportunities at this facility due to the reciprocal agreement that is in place with the school district.

NMES will be closed over the Christmas break from December 22nd – January 7th.

Parks & Playgrounds/Beautification

The bleachers from the soccer field have been moved over for the skating rinks and weather permitting, staff intends to start flooding in early January. The inclusive swings were taken down, and the benches and flower pots have been stored for the season.

In addition to the Victoria Hall lights, the LED carolers were installed next to the Welcome sign at the Village entrance and the Village office outdoor lights were installed. As usual, staff did a terrific job with all of the displays.

Social Media

The Village’s Twitter page reached a milestone in early December when we tweeted our 2,500th “Tweet” which was in regard to the upcoming subdivision schedule for the Lions Club Food & Toy Drive. We now have over 750 followers on Twitter and over 1700 “likes” on Facebook. All of our Food & Toy Drive posts reached close to 1,000 views and our tree lighting pictures and video were viewed over 2,600 times. Our social media presence continues to grow and provide an excellent opportunity to reach out to residents with photos, videos and news in a timely manner.

MOVED BY Deputy Mayor Alex Scholten and **seconded by** Councillor Mike Pope the adoption of this report.

Discussion:

Councillor Pope commented that it was unfortunate he was unable to attend the Christmas Tree lighting event, which is his favourite event of the year, particularly since his daughter sang in the choir that evening. He said he was able to briefly view the choir singing through facetime with his wife, and commented that it appeared to be a wonderful evening for all.

Mayor Wilson-Shee remarked that new this year staff were able to configure the Christmas tree lights so that the need to coordinate the plugging-in of the lights with the throwing of the switch was not necessary as it had been in past years. She stated that the children were very excited for the arrival of Santa, and the line-up of children to visit Santa in the gazebo extended to the parking lot.

Councillor McCaie-Burke noted that the Zoomers' membership fee is only \$20 per year and covers many activities and events. She added that the Zoomers are an advocate group for people age 50 plus and are always looking for new members to welcome. She encouraged everyone to consider joining the group and explained that people under the age of 50 can join as associate members and still enjoy the same privileges. **MOTION CARRIED.**

(ii) Public Works Department:

Councillor Mike Pope presented the following update from the Public Works Department.

Public Works Reports

Village staff investigated three Public Works Reports for the month of November. The reports were inquiries to culvert repair, driveway repair, storm water run-off, and garbage collection.

Fall Leaf Pick-Up

The Fall Leaf Pick-up was completed on November 16th. For the first time, only compostable paper bags of leaves were accepted, and residents were very accepting of this move. Village Council and staff thank residents for their cooperation. Another leaf collection will be scheduled in the early spring of 2018.

Garbage & Recycling Collection

Christmas and New Year's Day fall on Monday, and garbage and recycling will not be collected on these days. Fero will be collecting garbage and recycling on the Saturday prior to the Monday to allow staff to enjoy the holidays. For residents who would normally have garbage and recycling collected on Monday December 25th, yours will be collected Saturday December 23rd. Residents who would normally have their garbage and recycling picked up on Monday, January 1st, will have theirs collected on Saturday December 30th.

Christmas Tree Pick-Up

The New Maryland Boy Scouts will be assisting Public Works staff with the collection of Christmas trees. Donations to the Scouts are appreciated. The tentative date is January 6, 2018 with collection starting around 9:00 am.

Speed Radars for November/December

Permanent Radar on Bradshaw Drive captured 38,466 vehicles over 42 days with 85% of motorists travelling 47km/h and under.

Permanent Radar on Crown Avenue captured 88,524 vehicles over 42 days with 85% of motorists travelling 48km/h and under.

Permanent Radar on Atkinson Lane captured 39,764 vehicles over 42 days with 85% of motorists travelling 46km/h and under.

Permanent Radar on Sprucewood Drive (east) captured 25,437 vehicles over 42 days with 85% of

motorists travelling 35km/h and under. School Zone speed limit is 30km/h.

Permanent Radar on Sprucewood Drive (west) captured 22,896 vehicles over 42 days with 85% of motorists travelling 37km/h and under. School Zone speed limit is 30km/h.

Permanent Radar on MacIntosh Drive captured 61,572 vehicles over 42 days with 85% of motorists travelling 47km/h and under.

Permanent Radar on Sunrise Estates Drive captured 25,985 vehicles over 42 days with 85% of motorists travelling 49km/h and under.

The speeds captured are similar to the last report. Motorists are reminded to adhere to the posted speed limit of 40km/h on Village streets and 30 km/h in the school zone, and to be watchful for children going to and from school.

MOVED BY Councillor Mike Pope and **seconded by** Councillor Gisele McCaie-Burke the adoption of this report.

Discussion:

Mayor Wilson-Shee encouraged residents to participate in the adopt-a-hydrant program and help keep snow cleared away from hydrants. **MOTION CARRIED.**

(iii) Finance Department:

No report was presented from the Finance Department.

► **MOVED BY** Deputy Mayor 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, transfer from the General Operating Fund (Account # 0626 1013-181) to the General Capital Fund (Account # 0626 1020-875) any surplus amount created at year-end from the General Operating Fund.

Discussion:

Deputy Mayor Scholten explained that each year, at year-end, the Village allocates any surplus funds in the operating accounts to be moved to the corresponding capital accounts. As discussed and agreed at the December 13, 2017 Council-In-Committee meeting, this allocation is performed by our auditors and reduces the impact of the second previous year surplus on future budgets. These resolutions allocate unused general operating funds and unused utility operating funds for continuing capital projects in subsequent years. **MOTION CARRIED.**

► **MOVED BY** Deputy Mayor Alex Scholten and **seconded by** Councillor Gisele McCaie-Burke the following resolution of Council:

Be It Resolved That the Council for the Village of New Maryland, transfer from the Water and Sewer Operating Fund (Account# 0626 1014-176) to the Water and Sewer Capital Fund (Account # 0626 1020-867) any surplus amount created at year-end from the Water and Sewer Operating Fund. **MOTION CARRIED.**

► **MOVED BY** Deputy Mayor Alex Scholten and **seconded by** Councillor Mike Pope the following resolution of Council:

Be It Resolved That the Council for the Village of New Maryland transfer from the Utility Capital Fund (Acct #0626 1020-867) to the Utility Capital Reserve Fund (Acct #0626 1018-839) the sum of \$900,000 (*nine-hundred thousand dollars*) being an amount accumulated for the purpose of well exploration and development.

Discussion:

Deputy Mayor Scholten stated that all allocations to or from reserve funds require motions of Council as per the *New Brunswick Municipalities Act*. As discussed and agreed at the December 13, 2017 Council-In-Committee meeting, this motion deals with Utility Capital funds accumulated over past years for well exploration to be moved into the Utility Capital Reserves.

MOTION CARRIED.

► **MOVED BY** Deputy Mayor Alex Scholten and **seconded by** Councillor Paul LeBlanc the following resolution of Council:

Be It Resolved That the Council for the Village of New Maryland transfer from the General Operating Fund (Acct # 0626 1013-181) to the General Operating Reserve Fund (Acct #0626 1015-013) the sum of \$15,000 (*fifteen thousand dollars*) being the amount in the 2017 budget for a revision to the Specifications for Developers.

Discussion:

Deputy Mayor Scholten noted that all allocations to or from reserve funds require motions of Council as per the *New Brunswick Municipalities Act*. As agreed at the December 13, 2017 Council-In-Committee meeting, this motion deals with General Operating funds allocated in the 2017 budget for the revision of the Specifications for Developers. Due to timing issues this project needed to be held over until 2018. **MOTION CARRIED.**

(iv) Age-Friendly Community Ad hoc Committee:

Councillor Gisèle McCaie-Burke presented an update from the Age-Friendly Community Ad hoc Committee.

- The Age-Friendly Community Ad hoc committee held its monthly meeting on Thursday, November 16, 2017 with seven committee members present. The meeting was focused on receiving updates about on-going activities which were presented by the chairs of the three Age-Friendly sub-committees.
- The chair of the Identification of Needs of Seniors sub-committee reported that there were some difficulties trying to post the survey online, therefore, the launch of the Age-Friendly survey would be delayed by a week. The date to issue the survey was changed to November 20th with a closing date of December 8th, if all went according to plan. As reported previously, the survey was to be administered one-on-one. Residents have the choice of completing the survey online, by paper format, or with the assistance of a committee member if requested.
- The committee also discussed the proposed communication strategy to promote the survey. The promotional methods suggested to be used would be similar to those used for the forum and included: mailing a flyer to all New Maryland homes; media promotion with the Daily Gleaner, CBC and Rogers TV; promotion on the Village's social media sites, website, and community bulletin board; circulating information through all the local churches and the PNM Zoomers; and distributing information to all local retail outlets and the Centre communautaire Sainte-Anne.
- The Data Analysis and Preparation of Report sub-committee has been busy analyzing findings stemming from the community inventory of programs, services and businesses, the forum and focus groups. Although the initial plan was to have a full report with recommendations to present to Council in November, the sub-committee is on target to have at least a partial report

ready. The sub-committee chair provided a second draft interim report, and the survey results will be added to the report once they have been received. The committee felt it was important to provide Council with some preliminary findings and recommendations gathered to date so that Council can budget accordingly during its 2018 budget deliberations. A presentation was made at the November 22nd Council-In-Committee meeting which highlighted the preliminary findings and recommendations that are described in the interim report. The full report of the findings and recommendations will be made public early in the New Year.

- The survey commenced on November 20th and the closing date was extended to December 15th to allow for more people to participate as every response is important to the success of the project. Residents age 50 plus that have not completed the survey can still do so until Friday, December 22nd. Councillor McCaie-Burke announced that to date 300 residents have completed the survey which translates to a response rate of 18%. She thanked all New Maryland residents age 50 plus who took the time to complete the 20-minute survey. Input from the survey, along with other relevant needs assessment findings, are very important to capture the needs of our aging population.
- Councillor McCaie-Burke noted that the Age-Friendly Committee members, staff, Council, and many others have dedicated many hours and a lot of hard work to bring this project together and make it operational. She thanked everyone for their time and effort and also acknowledged the generous financial contributions of local businesses.
- The next committee meeting is scheduled for January 18, 2018.

MOVED BY Councillor Gisèle McCaie-Burke and **seconded by** Deputy Mayor Alex Scholten the adoption of this report.

Discussion:

Councillor McCaie-Burke stated that many participants who completed the survey have entered their contact information into the prize draw. She announced that the drawing of names will take place this evening during the Council meeting and in order to retain confidentiality, the winners will be contacted tomorrow by Village staff. **MOTION CARRIED.** (*Following the motion to adopt Councillor McCaie-Burke's report, the names were drawn by members of Council.*)

12. APPROVAL OF THE TREASURER'S REPORT

MOVED BY Councillor Tim Scammell and **seconded by** Councillor Mike Pope to approve the Treasurer's Report for the month of November 2017 as follows:

- from the General Operating account by cheques and direct payments \$415,093.74 (*Four Hundred and Fifteen Thousand and Ninety-Three Dollars and Seventy-Four Cents*);
- from the Water & Sewer Operating account \$338,364.49 (*Three Hundred and Thirty-Eight Thousand, Three Hundred and Sixty-Four Dollars and Forty-Nine Cents*);
- from the General Capital account \$241,657.09 (*Two Hundred and Forty-One Thousand, Six Hundred and Fifty-Seven Dollars and Nine Cents*); and
- from the Water & Sewer Capital account \$152,827.02 (*One Hundred and Fifty-Two Thousand, Eight Hundred and Twenty-Seven Dollars and Two Cents*). **MOTION CARRIED.**

13. PUBLIC INPUT / INQUIRIES

There were no members of the public present at the meeting to provide input or make inquiries. On behalf of her colleagues on Council, Mayor Wilson-Shee wished everyone Merry Christmas and Happy New Year.

14. NEW BUSINESS

(i) Presentation of the 2018 Budgets

Councillor Gisèle McCaie-Burke presented the following budget speech:

“Your Worship, fellow Councillors and residents. Before going head first into budget numbers, I do want to provide some background information leading to the proposed 2018 budget.

Dave Ramsey, a well-known businessman and a motivational speaker once said “A budget is telling your money where to go instead of wondering where it went.” This leads me to say that Council takes the budget process for our community very seriously and has been working studiously to establish a budget that meets the needs of our residents while maintaining sound fiscal responsibility.

Many may not realize this, but we held 6 meetings that were dedicated to budget discussions and open debate in an effort to make the best decisions possible. The 2018 budget preparation process started four months ago on August 23rd. Our initial meeting was held to discuss a set of reasonable financial guidelines for the Department Heads to work within for their proposed 2018 operating budgets. Over the next few weeks, department heads met with our Treasurer and CAO to refine their operating budget proposals and prepare their Capital Budget requests to present to Council. A discussion followed on September 27th in which Council confirmed the schedule, timeline, process and public inclusion in the budget process. The next meeting was held on October 25th for the presentation of the Capital Budget requests. All Department Heads presented their requests to Council with detailed explanations of associated costs, service delivery requirements, and long-term planning. Council made the difficult decision of prioritizing the capital requests based on the recommendations provided by senior staff and their own knowledge and experience with the needs of our community and residents. The fourth meeting was held on November 8th for an additional review of Capital budget requests and of the selected priorities. That meeting also included the first presentation of a line-by-line item review by Council of operating budgets for all departments. The decisions of Council were combined with the data we received from the province, which forms the basis of our budget, and the compiled information was presented to Council for review in the format of our Preliminary 2018 Budget. That meeting was held on November 22nd and our residents were invited and encouraged to attend. A final meeting was then held on December 13th in which the revised budget was presented for any final revisions by Council. All of that work culminated in the budget presented for formal adoption by Council at tonight’s Council meeting.

Council worked diligently to establish a realistic and affordable budget while still offering quality services and infrastructure. Needless to say, our financial situation has been impacted by downloading from the provincial government, a loss in our unconditional grant, and a zero increase in our municipal tax base for the fourth year in a row, even though we are building new homes. We also face the same realities as other communities with rising costs of infrastructure, both new and maintenance of existing infrastructure. To this effort, we have recently started the process to establish an Asset Management Plan which will aid in our long-term responsible financial planning for the community.

As we all know, New Maryland is basically a bedroom community, therefore, our municipal

revenue dollars are 93% derived from property tax. With that in mind, we have also been looking for creative ways to increase our revenues to meet the demands of escalating costs. It is also important to be aware of the fact that a one cent increase to our tax rate results in only \$34,167 additional funds to work with. That amount doesn't go very far when facing major projects to finance.

Council has been reviewing the Utility Budget as well as the General Government Budget. It is a requirement of provincial legislation that these two budgets are completely separate budgets and funds. This requirement imposes a number of challenges to our community due to the fact that our limited number of municipal water customers are required to cover all of the costs associated with operating and/or expanding our municipal water system. The only revenue for the utility budget is through the user fees. Council initiated a revenue strategy process in November 2015 that resulted in minimal increases to the utility rates over the next five years.

Your Worship, fellow Councillors and residents it is my privilege to present to you at this time the 2018 General Operating, Utility and Capital Budgets for the Village of New Maryland.

In the 2018 General Operating Fund Non-Tax Revenue Budget we were able to generate a total Non-Tax Revenue of **\$313,006**. Our tax base shrunk at a rate of less than 1% (**0.00094%**), resulting in a new tax base of assessed value of **\$341,667,640**. This represents a reduction in revenue of **\$3,925** from the base.

The **2018** General Operating and Capital Fund Expenditure Budget will be **\$4,643,200** which is an increase of **\$106,341** over **2017** amounts.

General Government Services will only increase by **\$57,269** to **\$946,365**. The primary drivers being addition of funds to cover a liability as well as contingency funds. Protective Services expenditures will be **\$1,044,947**, an increase of **\$17,727** over 2017, which includes the R.C.M.P. increase of \$13,676, Emergency Measures, Building Inspection and Fire Department costs.

Transportation Services expenditures will be **\$631,170**, an increase of **\$36,229**, of which Engineering Services was the main driver. This was increased to allow for earlier preparation of engineering capital project estimates, so they can be acted upon more quickly as project funding becomes available.

Environmental Health Services expenditures will be **\$258,361**, an increase of **\$2,131** for garbage collection tonnage.

Environmental Development Services expenditures (which includes Beautification) will be **\$167,285**, an increase of **\$9,953**. The primary factor in this increase is the additional costs of flowers along the highway.

Recreation and Cultural Services expenditures will be **\$638,032**, an increase of **\$18,083**.

The main drivers were Parks and Playgrounds maintenance costs, the addition of an insurance deductible for the New Maryland Centre, and additional student costs due to increasing minimum wages in recent years.

Fiscal Services expenditures for debts will be **\$446,040** an increase of **\$49,130**. This section includes Interest on Long Term Debt and Principal Instalments. The increase is due to the former capital costs for the Sidewalk project in Applewood as well as for the addition of a new Sidewalk Trackless Tractor with blower debentures being issued.

For **2018**, the General Capital Fund will be **\$511,000**, a reduction of **\$83,913**.

Of the total Capital Fund, **\$98,000** has been allocated to Transportation projects, **\$45,000** has been allocated to Recreation projects, **\$130,000** has been allocated to the Fire Department and EMO, **\$172,000** has been allocated for Infrastructure Replacement Reserve, **\$6,000** has been allocated to a Municipal Plan Review Reserve, **\$50,000** has been allocated for a Climate Change Adaptation project, and **\$10,000** has been allocated to the New Maryland Centre.

In response to the infrastructure deficit, as made apparent through PSAB (Public Sector Accounting Board), Council has again stepped up to the plate in terms of continuing to address this deficit in order to protect the longevity and sustainability of the municipality by setting aside additional funding of **\$172,000** which equates to approximately **5¢** on the rate. This funding will be placed into a reserve for future infrastructure replacement.

At this juncture, I would like to point out that since **2011** the Village has lost **\$195,252** in revenues through reductions in Unconditional Grant funding from the Province of New Brunswick. In fact, since **2011** the Village has lost **\$220,252** through reductions in the Unconditional Grant, Provincial and Federal Student funding, as well as Fine Sharing Revenue. This represents a significant reduction in the Village's revenue, one that neither staff nor Council have any control over. Each cent of the rate represents **\$34,167** of revenue for the Village.

Therefore, the combined reductions since **2011** equates to **6.45¢** on the rate. Faced with this challenge, Council and staff worked diligently to reduce where they could without impacting services as best they could. They will continue to review program costs and services throughout **2018** to identify various options available for consideration.

In **2017**, as a result of the comprehensive study on the Village's storm water system, which identified potential flood areas that could benefit from new or upgraded storm water infrastructure, you see these initiatives reflected in capital spending.

As residents increase the pressure on the Village to deal with these deficiencies, we want to be transparent about the associated costs and where those funds will come from. Each project undoubtedly involves substantial borrowing and the additional costs from these borrowings will need to be reflected in future tax rates as we cannot afford to expand or upgrade this infrastructure without doing so.

Together, staff and Council worked diligently in order to bring forward a budget that not only addresses the sustainability of the Village but also the affordability for our residents and I believe that this budget has managed to do both.

Therefore, with a total expenditure of **\$4,643,200** less the Non-Tax Revenue of **\$313,006** and less the Community Funding and Equalization Grant of **\$10,148** and a Municipal Tax Base of **\$341,667,640** we are left with a Tax Rate for **2018** of **\$1.2644** per \$100 of assessment.

This represents an increase of **3.23¢** on the rate or **2.6%**. For every **\$100,000** of assessed value the **increase** would be **\$32.30** for the year compared to **2017** assessments, for example an average home of **\$230,000** would see an annual **increase** of **\$74.33** in their property tax bill or **\$6.19** per month.

The Village of New Maryland's **2018** Utility Operating and Capital Expenditure Budget will be **\$1,232,525** which represents an increase of **\$40,940**.

Water supply and Treatment costs will be **\$255,327** an increase of **\$4,505** over the **2017** amounts. This increase is mainly due to power and pumping costs.

Sewage Collection and Treatment costs will be **\$328,677**, an increase of **\$9,150** over the **2017** amounts. This reduction is primarily in the sewage treatment and disposal costs. Fiscal Services costs equal **\$318,503**, a reduction of **\$29,239** over the **2017** amounts due to the retirement of a water system debenture.

The following reserves will be made: **\$50,000** for future maintenance of the Waste Water Treatment Plant, **\$13,540** for the replacement of water meters and **\$20,000** for future maintenance of the Water Tower.

The Utility Capital requirements for **2018** are **\$245,678**, an increase of **\$56,203** over the **2017** amounts.

On the utility revenue side, under the heading Other Revenues from Own Sources results in a total of **\$128,211**. This leaves a balance of **\$1,104,314** to generate from user fees.

Water service will be charged at **\$1.42** per cubic meter (an increase of **4¢** per cubic meter), plus a flat fee of **\$38** (an increase of **\$1** per quarter) and a meter fee of **\$5** per quarter (no change). Sewerage service will increase to **\$528** per year an increase of **\$16**. What this means is residents will pay **\$132** every three months instead of **\$128.00**. This is the third increase to the user fees as part of the Village of New Maryland's 5 Year sustainability program. For the average household with both water and sewer services this amounts to an **annual increase** of **\$28.08** or **\$2.34** per month.

In closing I want to say that in finalizing the budgets for official approval, Council has tried to balance fiscal responsibility and service delivery needs with economic realities and long-term financial planning.

Budgeting is not an exact science. However, we believe the proposed 2018 budgets will meet the objectives of Council for the upcoming year while keeping all of those factors in mind.

Public Information Summary documents contain general information of importance and are available to anyone interested. The two documents would provide all of the budget details.

Your Worship, I also want to take this opportunity to thank our hard-working staff and Council members for their dedication in helping to prepare the budget.

It is an honour to submit the Village of New Maryland's 2018 Operating and Utility Budgets for your consideration and approval.

At this point I would like to introduce the motions to adopt the 2018 Budgets.”

► **MOVED BY** Councillor Gisèle McCaie-Burke and **seconded by** Councillor Tim Scammell the following resolution of Council:

Be It Resolved That the sum of **\$4,643,200** (*Four Million Six Hundred and Forty-Three Thousand and Two Hundred dollars*) be the total budget of the Village of New Maryland, that the sum of **\$4,320,046** (*Four Million Three Hundred and Twenty Thousand and Forty-Six dollars*) be the Warrant of the Municipality for the ensuing year, and that the tax rate for the Municipality be **\$1.2644** (*One point Two Six Four Four dollars*). The Council orders and directs the levying by the Minister of Local Government of said amount on real property liable to taxation under the *Assessment Act* within the Municipality of The Village of New Maryland.

Discussion:

Deputy Mayor Alex Scholten thanked Council and staff for the work they have put into the budget preparation process. He expressed his belief that the result is a very reasonable and responsible budget for 2018. He added that the biggest challenge has been to balance the desire to keep taxes as low as possible while ensuring that future generations are not burdened with the work and cost of finishing projects tomorrow that should have been completed today. He added that he feels Council and staff have found that balance in this budget. He stated that through the development of this budget, Council has planned a number of actions and initiatives which are the result of listening to residents, staff and experts. Feedback received from seniors through the work of the Age-Friendly Community Ad hoc Committee has been invaluable. Many of the priorities identified by seniors and the committee have been reflected in this budget, but more work is still needed. Deputy Mayor Scholten expressed his opinion that in 2018 focus needs to be placed on the priority identified by the Age-Friendly Committee and seniors which is an acute need for the development of senior housing options that are currently unavailable in our community. He said that this shortfall has and will continue to result in seniors moving out of our community. Without the encouragement of Council for the development of more senior housing options, we will continue to disappoint those residents who have helped to establish and develop this community into what it has become today. Some actions to address those issues have been included in this budget, but more work must be done in this regard. He added that the input from residents that has been received by the Age-Friendly Committee has been very valuable and he would like to see Council entertain a similar process with the youth in 2018 so that their concerns may be better addressed in future budgets.

Mayor Wilson-Shee explained that youth are on the agenda for the new year. She also noted a figure amount that was incorrectly quoted during the budget speech. She clarified that under Environmental Health Services expenditures the correct amount is \$258,361, not \$257,361.

MOTION CARRIED.

► **MOVED BY** Councillor Gisèle McCaie-Burke and **seconded by** Councillor Mike Pope the following resolution of Council:

Be It Resolved That pursuant to paragraph 189(4) of the *Municipalities Act*, the total budget for the water and sewer utility for the ensuing year would consist of total revenues of **\$1,232,525** (*One Million Two Hundred and Thirty-Two Thousand Five Hundred and Twenty-Five dollars*) and of total expenditures of **\$1,232,525** (*One Million Two Hundred and Thirty-Two Thousand Five Hundred and Twenty-Five dollars*).

Discussion:

Councillor McCaie-Burke reminded residents that the plan to increase the utility rates annually over a 5-year period was adopted by Council 2 years ago. **MOTION CARRIED.**

(ii) Public Information Summary

Councillor Paul LeBlanc announced that Council has requested that public information summaries for the 2018 General Operating & Capital Budgets, and the 2018 Utility Operating & Capital Budgets be prepared, which explain the budget in a format that is easier to follow. He stated that these summaries will be available on the Village website and in paper format at the Village office. On behalf of Council, Councillor LeBlanc thanked the Treasurer for preparing the summaries and congratulated him on a job well done.

15. DATE, TIME AND LOCATION OF NEXT MEETING

The next regular session of Council is scheduled for Wednesday, 17 January 2018 at 7:30 pm in Council Chamber.

16. MOTION FOR ADJOURNMENT

MOVED BY Councillor Paul LeBlanc and **seconded by** Councillor Gisele McCaie-Burke to adjourn the meeting. **MOTION CARRIED.**

The meeting adjourned at 8:48 pm.

Respectfully submitted,

Karen Taylor
Assistant Clerk

Cynthia Geldart
CAO/Clerk

Judy Wilson-Shee
Mayor