

**VILLAGE OF NEW MARYLAND
COUNCIL
19 December 2018**

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: Mark Mahoney and Rockland Miller, Public Works Supervisor (for agenda items 1 – 5)

1. CALL TO ORDER

Mayor Judy Wilson-Shee called the meeting to order at 7:37 pm and reminded all in attendance that the meeting is being video-recorded for broadcast.

2. APPROVAL OF THE AGENDA

MOVED BY Deputy Mayor Alex Scholten and **seconded by** Councillor Tim Scammell to approve the agenda as distributed. **MOTION CARRIED.**

3. APPROVAL OF THE MINUTES

MOVED BY Councillor Gisèle McCaie-Burke and **seconded by** Deputy Mayor Alex Scholten to approve the minutes of the 21 November 2018 regular session of Council as circulated. **MOTION CARRIED.**

4. DISCLOSURE OF INTEREST

No disclosures of interest were declared.

5. PRESENTATIONS

Mark Mahoney made a presentation to Council regarding concerns over snow removal on behalf of residents of Bellflower Street. He stated that he corresponded with the Mayor through email on November 18, 2018. He read a letter that was written by the residents of Bellflower Street, dated November 19, 2018, with 22 signatures attached to it. The letter stated “We the undersigned citizens of Bellflower Street would like to express our complete dissatisfaction with the snow removal service on our street which is contracted to Charters Construction Ltd. We cite the latest storm of November 16, 2018 which began at approximately 8 am and we did not see a snow plow until 12:15 am November 17, 2018 - some 16 plus hours later. The plow returned at 4:20 am. Our concerns with these delays is our inability to come and go from our homes freely, to work or for other personal appointments. Furthermore it poses a serious risk in a case of emergency. Our ask of you, the elected officials, is to review the specifics of the existing contract with Charters Construction Ltd., and seek an immediate resolution to the delays in snow clearing in our neighbourhood. We would appreciate a written response from Council outlining your findings and resolution. Thank you very much.” Mr. Mahoney presented the letter to Mayor Wilson-Shee.

Mayor Wilson-Shee stated that she remembers receiving a phone call from Mr. Mahoney that evening at

approximately 10 pm regarding his concerns about snow removal. She said she immediately contacted the Public Works Supervisor about the matter and then returned Mr. Mahoney's phone call shortly thereafter and spoke with Mrs. Mahoney. Mayor Wilson-Shee advised that the Public Works Supervisor, Rockland Miller, is in attendance at this evening's meeting and asked if he would like to comment on this concern. Mr. Miller addressed the Mayor, Council and Mr. Mahoney and explained that following the incident that Mr. Mahoney brought to Council's attention, Public Works staff met with the both contractors to remind them of their obligations with snow clearing operations. He stated that the contractors are to commence plowing after 5 cm of snow accumulation and to repeat plowing so as to hold maximum accumulation to 10 cm. He added that final clean-up is required after each storm and any storm that has an accumulation of less than 5 cm. Mr. Miller reiterated that both contractors have been reminded of their obligations and advised that the Village expects they will follow the snow clearing requirements of the contract. Mayor Wilson-Shee assured Mr. Mahoney that Council takes this matter very seriously. Council will address the matter and a written response will be provided as requested. She thanked Mr. Mahony for taking the time to attend the Council meeting and for speaking with Council about this concern.

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:

- a letter from Environment and Climate Change Canada concerning chlorinated effluent discharges from drinking water treatment facilities and how these discharges conflict with the *Fisheries Act*;
- an announcement from the Fredericton Chamber of Commerce that the 2019 State of the Province Address will be held on January 31, 2019 at the Fredericton Convention Centre;
- information from the Union of Municipalities of New Brunswick concerning the reduction in funding in the Provincial Capital Budget for 2019-2020 Municipal Designated Highway program; and
- an email from the New Brunswick Association for Community Living requesting consideration of support for their holiday shopping list for those in need.

8. MAYOR'S COMMENTS

Mayor Judy Wilson-Shee provided an update on the meetings and social events that she attended since the last Council meeting:

Nov. 22nd – RSC 11 Governance meeting;

Nov. 25th – Hanwell Tree Lighting ceremony along with Deputy Mayor Alex Scholten and Fire Chief Harry Farrell;

Nov. 26th - Seniors Advisory Committee meeting along Deputy Mayor Alex Scholten and Councillors McCaie-Burke, Pope and Scammell (*Deputy Mayor Scholten provided an update under 'Project Reports and Updates'*);

Nov. 27th – Teleconference call with NB Trails Board members;

Nov. 29th – Teleconference call with representatives from NB Trails and Trans Canada Trail;

Nov. 29th – Village's Open House (*All members of Council attended*);

Dec. 2nd – New Maryland Lions Club annual breakfast at Wetmore Street Pub (*Deputy Mayor Scholten volunteered and Councillors McCaie-Burke and Pope attended. Santa was in attendance and the Mayor*

played the role of Mrs. Claus);

Dec. 3rd – a meeting with representatives of NB Trails and the Dept. of Energy and Resource Development and the Dept. of Tourism;

Dec. 3rd – New Maryland Lions Club Food and Toy Drive;

Dec. 4th – Christmas Soup Luncheon hosted by the Parish of New Maryland Zoomers (*Councillor McCaie-Burke organized this very successful event. The Honourable Jeff Carr attended as well as Councillor Pope and five members of senior staff. The special guest was the Honourable Jocelyne Roy-Vienneau, Lieutenant Governor, who was accompanied by her husband, His Honour Ronald Vienneau. Her speech was very moving. Santa made an appearance. In total approximately 55 people attended*);

Dec. 4th – RSC 11 Board meeting;

Dec. 5th – reception hosted by the Town of Oromocto;

Dec. 5th – volunteer reception hosted by New Maryland Lions Club (*Deputy Mayor Scholten, Councillors McCaie-Burke and Pope attended. The Food and Toy Drive and the Turkey Drive (with support from our Volunteer Fire Department), and the Breakfast with Santa fundraiser were successful events which would not have been possible without the many, many volunteers and generous donations. Mayor Wilson-Shee thanked everyone for their contributions and for the wonderful display of community spirit which was a perfect example of team work.*);

Dec. 6th - meeting with Cynthia Geldart, CAO, and Janelle Doan to discuss the staff climate survey results;

Dec. 6th – luncheon meeting with the Honourable Jeff Carr;

Dec. 6th – Village’s annual Christmas Tree Lighting ceremony which was attended by the Honourable Jeff Carr and all members of Council;

Dec. 6th – reception hosted by Base Commander Colonel Osmond, 5th Canadian Division Support Group;

Dec. 7th – Village’s annual Christmas Banquet with all members of Council (*The following individuals were recognized for their years of service: 1) Councillor Service Pin – Councillor Gisèle McCaie-Burke (10 years); 2) Staff Service Pins – Aaron McFadyen (5 years), Michelle Sawler (5 years), Scott Sparks (5 years), Doug Hackett (10 years – was not in attendance); 3) Committee Service Pins – Brad Marshall (PAC 25 years), Curtis McIntyre (ERP 5 years), Mark Manderson (ERP 5 years), Pius Organ (ERP 5 years – was not in attendance), Sandy Craft (ERP 10 years), and Tom Hanley (ERP 15 years). Congratulations to all recipients!*);

Congratulations to all recipients!);

Dec. 10th – Christmas Open House Meals on Wheels;

Dec. 10th – PAC meeting, along with Deputy Mayor Alex Scholten;

Dec. 11th – volunteered serving Christmas dinner at NMES;

Dec. 12th – Christmas concert at NMES, which Councillor Pope also attended;

Dec. 13th – Social following the PNM Zoomers’ exercise class;

Dec. 13th – RCMP Reception held at “J” Division;

Dec. 14th – Honourable Jeff Carr’s Christmas dinner;

Dec. 15th – NB Trails Committee meeting to discuss the White Paper;

Dec. 15th – volunteered at the 2nd annual OPAL Family Christmas Dinner held at Porter’s Diner (*Mayor Wilson-Shee noted that her grandchildren attended the event with her*); and

Dec. 16th – Wine and Cheese Social at Gary and Carolyn Campbell’s residence, along with Councillor McCaie-Burke.

Mayor Wilson-Shee reminded residents to plan on attending the New Year’s Levy on January 1st at Victoria Hall from 12:00 to 1:30 pm. Light refreshments will be served and music will be provided by

Dean Comeau and Reg Hayes.

On behalf of Council and staff, Mayor Wilson-Shee wished everyone a Merry Christmas and a Happy New Year.

9. COMMENTS BY MEMBERS OF COUNCIL

Members of Council presented updates for the meetings and social events they attended since the last Council meeting.

Councillor Gisèle McCaie-Burke wished a Merry Christmas and a Happy 2019 to her fellow Council members, staff and residents. She stated that 2018 has been a very busy year. She added that she was very honoured to receive her 10-year service pin, and noted that the last 10 years on Council have gone by very quickly.

Councillor Paul LeBlanc wished Council, residents and staff a very Merry Christmas.

Deputy Mayor Alex Scholten provided the following update for the meetings and events he recently attended:

Nov. 22nd – UMNB Zone 5 meeting in Council Chamber, along with Councillor McCaie-Burke;

Nov. 24th – volunteered, along with Fire Chief Farrell, at the New Maryland Lions Club Annual Turkey Drive (*Over 40 turkeys were donated by Village residents and were added to food boxes to be distributed in December to families in need*);

Nov. 24th – retirement party at the Rotary Club in Doaktown for former Mayor Bev Gaston (*Mayor Gaston has been a long-time supporter of municipalities in the province and was most recently the President of the UMNB Board*);

Nov. 25th – annual Community of Hanwell Tree Lighting ceremony with Mayor Wilson-Shee;

Nov. 27th – Advisory Committee meeting of the Succession Connect Program offered through the Fredericton Chamber of Commerce;

Nov. 29th – Village of New Maryland Christmas Open House, along with Mayor Wilson-Shee and all members of Council;

Nov. 30th to Dec. 1- UMNB Board meeting in Fredericton as one of two Zone 5 representatives (*Deputy Mayor Scholten noted that he was fortunate to have been elected as the new 1st Vice President at that meeting*);

Dec. 3rd to 5th – volunteered at the New Maryland Lions Club Food and Toy Drive, along with Mayor Wilson-Shee and Councillors McCaie-Burke and Pope;

Dec. 4th – announcement and photo op session on behalf of UMNB regarding NB EMO's Brunswick Bravo exercise, which will be conducted in 2019 as a follow-up to the Brunswick Alpha exercise that was held in June 2018 (*In attendance were Fredericton Mayor Mike O'Brien, Justice and Public Safety Minister Carl Urquhart, Executive Director of the Association of Municipal Administrators of NB Danielle Charron, Vice-President of the Association francophone des municipalités du Nouveau-Brunswick Henri Mallet, NB EMO Director Greg MacCallum and NB EMO Operations Unit Manager Stacey Cooling*);

Dec. 4th – Christmas get-together for members of the Fredericton Chamber of Commerce's Business Immigrant Mentorship Program;

Dec. 5th – meeting with UMN Board Executive Director Margot Craig;
Dec. 8th – volunteered with the New Maryland Lions Club Food and Toy Drive distribution (*Over 218 families will have a more joyous Christmas because of the hard work and dedication of the many volunteers who helped out in this long-standing community activity*);
Dec. 17th – MP Matt DeCoursey’s Holiday Open House at his constituency office in Fredericton; and
Dec. 18th – meeting with Ignite Fredericton and Fredericton Chamber of Commerce representatives to discuss a strategic review of immigration programs and offerings in the greater Fredericton area and how those programs may be more effectively offered.

Mayor Wilson-Shee noted that CAO Cynthia Geldart also participated in the New Maryland Lions Club Food and Toy Drive. She also confirmed that she did not attend the UMN Board Zone 5 meeting as she was attending the RSC 11 Governance meeting.

Councillor Mike Pope stated that he attended the NMES Christmas concert along with Mayor Wilson-Shee. He added that it is a fantastic event held each year that sets the tone for the holiday season, and it is fun to watch the amount of work that the children put into the program. Councillor Pope also commented that the Food and Toy Drive was a very rewarding event and it was nice to see the residents come out and give their donations and support for those in need. He wished Council, staff, and residents a very Merry Christmas and all the best for 2019.

Councillor Tim Scammell congratulated the Deputy Mayor on his election to the UMN Board. He also wished everyone a Merry Christmas and a Happy New Year.

10. PLANNING ADVISORY COMMITTEE

Councillor Tim Scammell provided an update from the December 10, 2018 meeting of the Planning Advisory Committee.

- The committee reviewed the November 2018 building permit summary report which included only renovation projects. In November, six permits were issued representing \$73,284 in estimated value of construction and \$638 in permit fee revenue for the month. The year-to-date total number of building permits stands at 108, with a cumulative construction value of approximately \$3.2 million, and permit fee revenues of \$24,750. These values are slightly lower than the year-to-date totals for the same period in 2017.
- The committee reviewed re-zoning and variance requests from the applicant KBM Village Properties Ltd., to permit re-zoning of the property at 6 Baker Brook Court from Residential R2 to a Residential R3 zone to permit construction of a 4-unit row dwelling. In consideration of the specifics of the proposal as well as written and verbal responses from residents in the local area, the committee recommended that Council’s review and approval of the re-zoning application proceed on the condition that the development concept be modified from a four (4) unit to a three (3) row dwelling. The committee’s recommendation to Council was based on their opinion that the Developer’s proposal for a 4-unit development was not suitable for the subject property as evidenced by the number and extent of the zoning by-law variances being requested.

MOVED BY Councillor Tim Scammell **seconded by** Deputy Mayor Alex Scholten the adoption of this report. **MOTION CARRIED.**

11. **EMERGENCY RESPONSE PLAN COMMITTEE**

No report was presented.

12. **PROJECT REPORTS AND UPDATES**

(i) **Recreation Department:**

Councillor Mike Pope presented the following update from the Recreation Department.

Christmas Events

This year's Food and Toy Drive was a tremendous success. The New Maryland Lions Club provided staff with additional information prior to the event which was posted to Facebook, Twitter and the website. Each day Village staff posted the route map for that evening as well as the "wish list" of items and the weekend events leading up to the Food and Toy Drive. Again, this year the New Maryland Lions Club provided live Facebook posts each evening to keep residents updated with their route and location. In addition, a "thank you" video prepared by Jacklyn Burns on behalf of the New Maryland Lions Club was shared on the Village Facebook page. The video highlighted all the donations and provided an opportunity to thank all the sponsors and volunteers. This year, a total of 218 boxes were packed at Faith Baptist Church for distribution to families in need.

The Christmas Tree Lighting was held on Thursday, December 6th and it was a clear, cold night. The Village was very pleased to welcome back the NMES Grade 3-5 choir, this year under the direction of Eric Hanenberg. The choir performed two songs and helped lead our carol sing, with Mr. Hanenberg playing guitar. Santa was a bit delayed but many thanks to the Mayor for keeping the music going. The Mayor emceed the event and all members of Council were in attendance as well as the Honourable Jeff Carr. Grace Lavigne, Grade 5 student from NMES assisted the Mayor with the tree lighting and helped Santa in the gazebo after he arrived. By far this was the largest crowd we have had at this event, no doubt as a result of the choir's presence and the perfect weather. Approximately 150-175 people attended the event.

A community skate is booked at the Grant Harvey Centre on Thursday, December 27th from 2:00 – 4:00 pm. Staff will also be on hand serving hot chocolate. Everyone is welcome.

Babysitter Course

The next babysitter course will be held on Thursday, January 3rd at Victoria Hall. The cost is \$50, and the course is for youth ages 11 and up. Registrations will be accepted until Monday, December 31st.

PNM Zoomers Activities

- The PNM Zoomers' next meeting is January 7th at 10:00 am in the boardroom at the New Maryland Centre;
- Stretch and strengthening classes take place every Tuesday and Thursday morning from 10:00 to 11:00 am;

- Line dancing takes place Mondays at 10:30 am at Victoria Hall. The cost is \$5 per person per class and PNM Zoomer membership is required to participate.
- For more information contact pnmzoomers@gmail.com.

NMES

NMES activities continue until the school closes for Christmas break from December 22nd – January 7th. The final open gym for the season will be offered on Friday evening, December 21st from 6:30 pm – 8:30 pm.

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 2018 including: 28 birthday parties, 10 karate special events (including tournaments, workshops, and clinics), two basketball mini tournaments, and 4 other one-of events. It is wonderful to be able to offer additional program opportunities at this facility due to the Reciprocal Agreement that is in place with the School District.

Sara Penney will work her last shift as gym supervisor next week. Sara has been an employee since September 2017. We wish her the very best in her last term at UNB. Sara is currently submitting applications for medical school.

Parks & Playgrounds/Beautification

The repairs to the New Maryland Centre trails bridge were completed late last month. Many thanks to Poul Jorgensen and his staff from NB Trails for a job very well done. The budgeted boardwalk repairs will be undertaken in 2019.

Dobbelsteyn Signs Ltd. installed the Merry Christmas banner and assisted with the tree lights prior to the Village Christmas Tree Lighting event. 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.

With the recent colder weather, staff has begun flooding the first rink at Athletic Park this week. Depending on the weather, it may be possible to have the first rink open over the Christmas break. Staff will keep residents posted on our Facebook, Twitter, etc.

Social Media

There are now 783 followers on the Village Twitter page and the Village Facebook page reached a milestone earlier this month with 2000 “likes”. The Food and Toy Drive posts reached close to 1,000 views and the tree lighting pictures and video were viewed over 1,200 times. A photo of Victoria Hall Park that was taken by local resident Peter McLean was recently posted.

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

(ii) Public Works Department:

Councillor Gisèle McCaie-Burke presented the following update from the Public Works Department.

Public Works Reports

Village staff investigated four Public Works Reports for the month of November. The reports were inquiries to property damage from the wind storm, tree removal, sanitary sewer blockage and street light maintenance.

Garbage Collection

There will be NO Garbage or Recycling Services on Christmas Day or New Year's Day.

If your regular garbage and recycling day falls on Tuesday, collection for these holidays will be done on Saturday, December 22, 2018 and Saturday December 29, 2018. Be sure to have materials out by 7:00 am as pick-up times are expected to be early.

Christmas Tree Pick-up

The New Maryland Scouts, with the help of Village Public Works staff, are planning to collect Christmas trees on Saturday, January 5, 2019. If you would like to have your Christmas tree collected, please have it at the curb before 9:00 am. A small donation to the New Maryland Scouts is greatly appreciated.

Adopt-a-Hydrant

Residents have been very cooperative in helping staff clear hydrants during and after the snowstorms. Council and staff would like to thank residents who have participated in the adopt-a-hydrant program for snow clearing and would like to encourage others to participate during the winter months by keeping hydrants clear of snow. Any assistance is greatly appreciated.

Parking on Village Streets

Please be advised the ban on overnight parking on Village streets is now in effect. As per By-Law No. 63, vehicles are not permitted to park on Village streets between midnight and 7:00 am of any day, or leave any vehicle unattended during periods of snowfall, on any street or highway so as to interfere with snow removal operations.

Placement of Snow

Residents are reminded not to place snow on streets or sidewalks in accordance with section 7.0 of the Village of New Maryland Use of Streets By-Law No. 62-2000. Doing so will result in a minimum fine of \$50.

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

(iii) Finance Department:

No report was presented.

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

Be It Resolved That the Council for the Village of New Maryland accept the amended document entitled The Village of New Maryland Five-Year Capital Investment Plan for the GTF Administrative Agreement 2014-2018 be adopted, as attached hereto.

Discussion:

Councillor LeBlanc explained that in 2014 the Village of New Maryland entered into an agreement on capital investments for Gas Tax funding for 2014-2018. That investment was solely focused on securing additional water resources. As this phase of the program is coming to a close, there was a need to identify and allocate projects to use up the balance of funding available, which is what this amendment accomplishes. This allows the funding of the identified projects to continue until they are complete even if it goes beyond 2018. These projects now include: continued efforts in securing additional water sources; Woodlawn Lane water main and sanitary forcemain upgrades; and Bradshaw Drive sanitary sewer upgrades. **MOTION CARRIED.**

► **MOVED BY** Councillor Paul LeBlanc 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 the General Operating Fund (Acct #0626 1013-181) to the General Operating Reserve Fund (Acct # 0626 1015-013) the following amounts:

- \$50,000 (Fifty Thousand Dollars) being the amount to be reserved for the Urban Design Framework and Public Realm Guidelines for the Route 101 corridor.

Discussion:

Councillor Paul LeBlanc clarified that all allocations to or from reserve funds require motions of Council as per the *Local Governance Act*. In 2018 a Climate Change Adaptation Strategy was developed and linked to that was a budget of \$50,000 (Fifty Thousand Dollars), however due to a funding opportunity from the New Brunswick Environmental Trust Fund the project was able to be fully covered without expense to the Village. As a result, the Village has an opportunity to re-allocate these funds toward the preparation of an Urban Design Framework and a set of Public Realm Guidelines for the Route 101 corridor and future business park developments within the Village. As reviewed at the December 12th Council-In-Committee meeting, in order to take advantage of this opportunity the Village needs to make a motion to reserve these funds.

MOTION CARRIED.

► **MOVED BY** Councillor Paul LeBlanc and **seconded by** Councillor Gisèle McCaie-Burke 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:

Councillor Paul LeBlanc stated that each year, at year-end, any surplus funds in the operating accounts are allocated to be moved to the corresponding capital accounts, as discussed at the

December 12th Council-In-Committee meeting. This allocation is performed by the Village's 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** Councillor Paul LeBlanc and **seconded by** Deputy Mayor Alex Scholten 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.**

(iv) **Administration Department:**

No report was presented.

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

Be It Resolved That the Council for the Village of New Maryland begin the necessary readings to enact By-Law No. 50-2018, a By-law Respecting the Procedures of Council and Administration.

Discussion:

Councillor Paul LeBlanc explained that in 2019 the Canada Revenue Agency will no longer allow the expense portion of the Mayor and Council's remuneration to be tax exempt. The result of this new regulation requires an amendment to section 3 of the Village of New Maryland Procedural By-law No. 50, whereby the reference to "expenses" is removed and the amount formerly under that item will now be added to the salary portion of their remuneration. This upcoming change was presented at the December 12, 2018 Council-In-Committee meeting and so agreed upon by Council. For the aforementioned reasons, an amendment to the Procedural By-law No. 50 is necessary to properly align Council's remuneration in accordance with the new Canada Revenue Agency's rule. As part of this process, By-law No. 50-2014 will be repealed in its entirety and replaced with By-law No. 50-2018, which will include the amended section 3. The need to repeal and replace the By-law is a requirement under the new *Local Governance Act* of New Brunswick.

MOTION CARRIED.

(v) **Seniors Advisory Committee:**

Deputy Mayor Alex Scholten presented the following update from the Seniors Advisory Committee.

- The Seniors Advisory Committee met on November 26, 2018 with ten committee members present.
- The Mayor presented a Year-End Summary to the committee of the achievements to date of both the former Age-Friendly Community Ad hoc Committee and the current Seniors Advisory Committee. The summary included many key accomplishments for the year that have helped improve services and offerings to community seniors. In February 2018, the Age-Friendly Community Ad hoc Committee completed its mandate by presenting to Council a report

- consisting of over 50 recommendations for actions that will improve services for seniors. The recommendations were based on the results of a series of consultations with the public held in 2017. The report was adopted by Council on February 21, 2018. On March 21, 2018 a Community Action Plan, based on the recommendations, was completed and adopted by Council. On March 26, 2018 a new 12-member Seniors Advisory Committee was established and held its first meeting to start work on advising Council regarding implementing the Community Action Plan. Recently, the Village has received Age-Friendly designation from the Province of New Brunswick. A total of seven monthly committee meetings and numerous sub-committee meetings were held between March and November of this year. Although the action plan's activities will be addressed within 5 years, 58% of the action items are either completed, partially completed or ongoing. Mayor Wilson-Shee felt that it was important to recognize and celebrate our successes and she added that none of this would have been possible without the hard work of our dedicated volunteers, Council, staff and input from our residents.
- The committee received an update from the Transportation sub-committee which has been tasked with assessing if the implementation of a public transportation project in the Village would be feasible. The sub-committee decided that a survey should be performed which will help assess transportation wants and needs. A draft copy of the survey was reviewed by the committee and it was recommended that the survey be brought to the December 12th Council-In-Committee for further discussion.
 - The Project Funding sub-committee has been busy researching projects that would qualify under provincial and federal funding programs. Committee member Jane Findlater explained that provincial funding is available for 'Zoomers on the Go' which is a provincial exercise project that will work to improve the fitness of seniors and was originally developed to help reduce seniors' risk of falling through the implementation of exercise. Another potential project undergoing research is an adult day care in New Maryland. The sub-committee will be working on the requirements for the funding application which has a submission deadline (for the second round of funding) of February 28, 2019. The sub-committee felt that in order to conclude if an adult day care would be practical and achievable, the implementation of a survey would be advisable. The committee agreed and in addition to the Transportation survey, the draft Adult Day Care survey was submitted to Council for review at the December 12th Council-In-Committee meeting. Both surveys were reviewed by Council at the December 12th Council-In-Committee meeting and Council agreed that the Adult Day Care Survey will be sent out to residents in the January water and sewer billing statements and the Transportation survey will be issued in the April utility billings.
 - Committee member Art Standing gave an update from the Regional Age-Friendly networking event that he, Jane and Councillor McCaie-Burke attended on Nov. 21st at O'dell Park Lodge. The topics of transportation, exchange of best practices, housing, and communication were the main areas of discussion. The event allowed the opportunity for communities to meet and discuss age-friendly initiatives they are working on, and most attendees agreed that solutions to housing and transportation issues for seniors are their main focus.
 - Councillor Gisèle McCaie-Burke provided an update from the age-friendly presentation that she and Deputy Mayor Scholten recently made for the communities of Riverview, Petitcodiac and Alma. Their presentation advised participants of the steps involved in becoming 'age-friendly', and shared what worked well for New Maryland during our journey to 'age-friendly'

designation. This was another great opportunity for these communities to share information regarding age-friendly initiatives.

- The next committee meeting is scheduled for January 28, 2019 at 7:00 pm.

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

Discussion:

Councillor Gisèle McCaie-Burke commented that the Adult Day Care Survey is not very long and only contains four questions. She encouraged everyone to whom the survey would apply to complete the survey on the Village website once it becomes available the first week of January 2019, or complete the paper copy that will be included in the January water and sewer billing and return it to the Village office. **MOTION CARRIED.**

13. APPROVAL OF THE TREASURER'S REPORT

MOVED BY Councillor Mike Pope and **seconded by** Councillor Tim Scammell to approve the Treasurer's Report for the month of November 2018 as follows:

- from the General Operating account by cheques and direct payments \$575,054.42 (*Five Hundred and Seventy-Five Thousand, and Fifty-Four Dollars and Forty-Two Cents*);
- from the Water & Sewer Operating account \$133,710.04 (*One Hundred and Thirty-Three Thousand, Seven Hundred and Ten Dollars and Four Cents*);
- from the General Capital account \$26,653.01 (*Twenty-Six Thousand, Six Hundred and Fifty-Three Dollars and One Cent*); and
- from the Water & Sewer Capital account \$29,187.85 (*Twenty-Nine Thousand, One Hundred and Eighty-Seven Dollars and Eighty-Five Cents*).

Discussion:

Councillor Mike Pope explained that the adoption of the Treasurer's monthly report fulfills a municipal requirement under provincial legislation. **MOTION CARRIED.**

14. PUBLIC INPUT / INQUIRIES

No inquiries were made or public input received.

15. NEW BUSINESS

(i) Presentation of the 2019 Budgets

Councillor Tim Scammell 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 2019 budget.

Barack Obama, former President of the United States, said "A budget is more than just a series of numbers on a page; it is an embodiment of our values."

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 six meetings that were dedicated to budget discussions and open debate in an effort to make the best decisions possible.

The 2019 budget preparation process started six months ago on June 27th.

Our initial meeting was held to discuss a set of reasonable financial guidelines for the Department Heads to work within for their proposed 2019 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 26th in which Council confirmed the schedule, timeline, process and public inclusion in the budget process.

The next meeting was held on October 24th 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 14th for an additional review of Capital budget requests and of the selected priorities.

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 2019 Budget. That meeting was held on November 28th and our residents were invited and encouraged to attend. That meeting also included the first presentation of a line-by-line item review by Council of operating budgets for all departments.

A final meeting was then held on December 12th 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 this year our municipal tax base only grew by 1.5% the first growth in 5 years, even though we are building many 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 \$34,689 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 the 2019 General Operating, Utility and Capital Budgets for the Village of New Maryland.

In the 2019 General Operating Fund Non-Tax Revenue Budget we were able to generate a total Non-Tax Revenue of \$325,306. Our tax base grew 1.5%, the first increase in five years, resulting in a new tax base of \$346,887,100. This represents an increase in revenue of \$65,995 from the base.

The 2019 General Operating and Capital Fund Expenditure Budget will be \$4,768,680 which is an increase of \$143,480 over the 2018 amounts.

General Government Services will only increase by \$11,472 to \$960,240. The primary drivers being addition of funds to cover liability insurance, personnel costs and cost of assessment.

Protective Services expenditures will be \$1,047,535, an increase of \$2,588 over 2018, which includes the R.C.M.P. increase of \$5,500, Emergency Measures increase of \$86, Building Inspection increase of \$3,175 and a Fire Department reduction of \$6,173.

Transportation Services expenditures will be \$650,985, an increase of \$22,815, of which street cleaning, personnel costs, and snow were the main drivers.

Environmental Health Services expenditures will be \$276,734, an increase of \$18,373 for the garbage collection contract and disposal fees at the landfill.

Environmental Development Services expenditures (which includes Beautification) will be \$178,112, an increase of \$9,953. The primary factors in this increase is additional costs for legal services, personnel, and communications.

Recreation and Cultural Services expenditures will be \$661,236, an increase of \$23,204. The main drivers were personnel costs including student minimum wage increases, power costs, and repairs and maintenance costs for the New Maryland Centre.

Fiscal Services expenditures for debts will be \$558,550 an increase of \$113,092. This section includes Interest on Long Term Debt and Principal Instalments. The increase is due to borrowings of \$525,000 partially used to finance the Villages share of the Daniel Drive project along with new stormwater upgrades scheduled for 2019.

For 2019 the General Capital Fund will be \$453,288, a reduction of \$57,712. Of the total Capital \$109,288 has been allocated to Transportation projects, \$130,000 has been allocated to the Fire Department and EMO, \$172,000 has been allocated for Infrastructure Replacement Reserve, \$32,000 has been allocated to Planning, 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 compared to the 2011 funding amounts the Village has lost \$222,089 per year 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 \$34,689 of revenue for the Village. Therefore, the combined reductions since 2011 equates to 6.40¢ on the rate. Cumulatively, since 2011, on these three items, the Village has lost a grand total of \$1,275,563 over eight years – a 36.77¢ tax equivalent of lost revenues. 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 2019 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 will 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 \$4,786,680 less the Non-Tax Revenue of \$325,306 and less the Community Funding and Equalization Grant of \$6,022 and a Municipal Tax Base of \$346,887,100 we are left with a Tax Rate for 2019 of \$1.2844 per \$100 of assessment. This represents an increase of 2¢ on the rate or 1.6%. For every \$100,000 of assessed value the increase would be \$19.98 for the year compared to 2018 assessments, for example an average home of \$230,000 would see an annual increase of \$45.96 in their property tax bill or \$3.83 per month.

The Village of New Maryland's 2019 Utility Operating and Capital Expenditure Budget will be \$1,250,750 which represents an increase of \$18,225.

Water supply and Treatment costs will be \$266,877 an increase of \$11,550 over the 2018 amounts. This increase is primarily due to personnel costs.

Sewage Collection and Treatment costs will be \$332,863, an increase of \$4,186 over the 2018 amounts. This increase is primarily due to personnel costs.

Fiscal Services costs equal \$319,032, a small reduction of \$525 compared to the 2018 amounts.

The following reserves will be made: \$50,000 for future maintenance of the Waste Water Treatment Plant, \$13,660 for the replacement of water meters and \$20,000 for future maintenance of the Water Tower.

The Utility Capital requirements for 2019 are \$218,222, a reduction of \$27,456 over the 2018 amounts.

On the utility revenue side, under the heading Other Revenues from Own Sources results in a total of \$111,400. This leaves a balance of \$1,139,350 to generate from user fees. Water service will be charged at \$1.46 per cubic meter (an increase of 4¢ per cubic meter), plus a flat fee of

\$39 (an increase of \$1 per quarter) and a meter fee of \$5 per quarter (no change). Sewerage service will increase to \$544 per year an increase of \$16. This is the fourth 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 2019 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 2019 Operating and Utility Budgets for your consideration and approval."

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

Be It Resolved That the sum of \$4,786,680 (Four Million Seven Hundred and Eighty-Six Thousand Six Hundred and Eighty dollars) be the total budget of the Village of New Maryland, that the sum of \$4,786,680 (Four Million Seven Hundred and Eighty-Six Thousand Six Hundred and Eighty dollars) be the Warrant of the Municipality for the ensuing year, and that the tax rate for the Municipality be \$1.2844 (One point Two Eight 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. **MOTION CARRIED.**

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

Be It Resolved That pursuant to the *Local Governance Act*, the total budget for the water and sewer utility for the ensuing year would consist of total revenues of \$1,250,750 (One Million Two Hundred and Fifty Thousand Seven Hundred and Fifty dollars) and of total expenditures of \$1,250,750 (One Million Two Hundred and Fifty Thousand Seven Hundred and Fifty dollars).

Discussion:

Deputy Mayor Alex Scholten commented that it is Council's responsibility to ensure that every municipal dollar received is treated as hard-earned money from taxpayers. Council and staff have deliberated over budget discussions for the better part of six months, considered every expense and project, and made decisions that are fiscally responsible and for the benefit of residents today and into the future. He commended Council and staff for their hard work and he

stated his belief that taxpayers funds are being treated responsibly.

Mayor Wilson-Shee commented that the work done to prepare the budget involves teamwork. She thanked all members of Council and staff who were involved in the process.

MOTION CARRIED.

(ii) **First and Second Readings of By-law No. 50-2018**

MOVED BY Deputy Mayor Alex Scholten and **seconded by** Councillor Tim Scammell to read By-law No. 50-2018, a By-law Respecting the Procedures of Council and Administration, for the first time, this reading by title only. **MOTION CARRIED.**

Deputy Mayor Alex Scholten read By-Law No. 50-2018 for the first time by title only.

MOVED BY Deputy Mayor Alex Scholten and **seconded by** Councillor Paul LeBlanc to read By-law No. 50-2018, a By-law Respecting the Procedures of Council and Administration, for the second time, this reading by title only. **MOTION CARRIED.**

Deputy Mayor Alex Scholten read By-Law No. 50-2018 for the second time by title only.

16. DATE, TIME AND LOCATION OF NEXT MEETING

The next regular session of Council is scheduled for Wednesday, 16 January 2019 at 7:30 pm in Council Chamber.

17. MOTION FOR ADJOURNMENT

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

The meeting adjourned at 8:39 pm.

Respectfully submitted,

Karen Taylor
Assistant Clerk

Cynthia Geldart
CAO/Clerk

Judy Wilson-Shee
Mayor