

**VILLAGE OF NEW MARYLAND
COUNCIL
18 December 2019**

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

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 Gisèle McCaie-Burke and **seconded by** Councillor Tim Scammell to approve the agenda as distributed. **MOTION CARRIED UNANIMOUSLY.**

3. APPROVAL OF THE MINUTES

MOVED BY Deputy Mayor Alex Scholten and **seconded by** Councillor Mike Pope to approve the minutes of the 20 November 2019 regular session of Council as circulated.
MOTION CARRIED UNANIMOUSLY.

4. DISCLOSURE OF INTEREST

No disclosures of interest were declared.

5. PRESENTATIONS

No presentations were made.

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 the Department of Transportation and Infrastructure regarding municipal summer and winter maintenance rates;
- information from the Department of Public Safety regarding our billing rate for the 2020 provincial RCMP policing service;
- an email from the Department of Public Safety concerning damage assessments from Hurricane Dorian, as well as a copy of the claims and guidelines document to be used when requesting financial

- compensation;
- an invitation from the Fredericton Chamber of Commerce to attend their Winter Warmer Open House on January 16, 2020; and
- the weekly bulletin from the Union of Municipalities of New Brunswick (UMNB).

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:

November 21st – meeting with the Hon. Jenica Atwin, MP, at the Village office, which was also attended by Deputy Mayor Scholten, Councillors McCaie-Burke and Scammell and the Chief Administrative Officer/Clerk Cynthia Geldart;

November 23rd – Minister Jeff Carr's Christmas dinner;

November 25th – the Celebration of Life for Mayor Blair Cummings in Cambridge Narrows, along with Deputy Mayor Scholten; Mayor Wilson-Shee commented that Mayor Cummings was very passionate about his community and that she became acquainted with him through the RSC 11;

November 26th – New Maryland Lions Club meeting;

November 28th – Christmas Open House at the New Maryland Centre hosted by the Village;

November 30th – instructed at the wreath making seminar, which had 77 participants;

December 1st – New Maryland Lions Club breakfast at the Wetmore-Street Pub, which was a very successful event; Mayor Wilson-Shee remarked that she played the role of Mrs. Claus;

December 2nd – volunteered at the New Maryland Lions Club Food and Toy Drive;

December 3rd – RSC 11 Board meeting conference call;

December 4th – Colonel Osmond's Annual Christmas Cocktail Reception; Mayor Wilson-Shee noted that Col. Osmond announced that he will be posted in July 2020 and she remarked that he will be missed;

December 4th – the gathering of volunteers at the New Maryland Centre after the Food and Toy Drive;

December 5th – Parish of New Maryland Zoomers (PNM Zoomers) soup luncheon, which was attended by 12 students and two staff members from New Maryland Elementary School (NMES); Mayor Wilson-Shee added that music was provided by Barry and Mr. and Mrs. Claus made an appearance;

December 5th – the Meals on Wheels reception;

December 5th – the Town of Oromocto's reception;

December 5th – the Village's Annual Christmas Tree Lighting event with Santa, which was also attended by all members of Council;

December 5th – RCMP 'J' Division's Annual Officers' reception;

December 6th – Village's Christmas Banquet along with all members of Council; Mayor Wilson-Shee commented that Councillor Mike Pope received his 5-year service pin, staff member Kirk Billings received his 15-year service pin and staff member Kyle Arsenault (not in attendance) will receive his 5-year pin, Kevin Harris and Paul McAdam, members of the New Maryland Fire Department each received their 15-year service pins, and Emergency Response Plan Committee members Gary Love and Eric Ferguson each received their 5-year service pins; Mayor Wilson-Shee also noted that she was presented with her 15-year service pin;

December 9th – Planning Advisory Committee meeting;

December 10th – volunteered at the NMES Christmas dinner;

December 10th – Hanwell Rural Community's Open House, which was also attended by Deputy Mayor Scholten, Councillor McCaie-Burke and Fire Chief Farrell;

December 11th – reading buddies program at NMES; Mayor Wilson-Shee commented that this was the last session for this term and that she has witnessed a lot of positive progress;

December 12th – PNM Zoomers social time after their last exercise class for this term;

December 12th – Ignite Fredericton reception, which Deputy Mayor Scholten also attended;
December 16th – Municipal Association’s meeting and breakfast hosted by Minister Jeff Carr at the New Maryland Centre;
December 16th – PNM Zoomers line dancing and social time; and
December 18th – NMES Christmas concert.

Mayor Wilson-Shee elaborated on three acts of kindness she recently experienced and involved: Matthew Bird, a Fredericton High School student who assisted her with clearing the end of her driveways; Josh Goodine, a resident who assisted her with removing snow from her driveways; and a gentleman at the NMES Christmas concert who gave her his seat. Mayor Wilson-Shee commented that she is proud to live in a community where the people are so caring and helpful.

Mayor Wilson-Shee also reminded residents of the New Year’s Levee that she and Council will host on January 1st at Victoria Hall from 12:00 – 1:30 pm. There will be music, light refreshments will be served and everyone is welcome to attend.

On behalf of her colleagues on Council and staff, Mayor Wilson-Shee wished everyone a very Merry Christmas, a Happy New Year and a safe journey for those who are travelling over the holidays.

Mayor Wilson-Shee expressed a special thank you to Jeff Despres, Rogers TV, who records the monthly Council meetings and presented him with a token of appreciation.

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

November 23rd – UMN Board meeting to provide an update from the meeting of the NB Recreation and Sports policy framework and to acquire support for the eight regional workshops that are planned for spring 2020;

December 2nd to 4th – packed boxes with the New Maryland Lions Club Food and Toy Drive;

December 5th – PNM Zoomers soup luncheon; and

December 9th – workshop organized by the Collaborative for Healthy Aging and Care; Councillor McCaie-Burke stated that she was asked to speak at the workshop about New Maryland’s age-friendly initiatives.

Deputy Mayor Alex Scholten

November 22nd and 23rd - UMN Board meetings at the Crowne Plaza in Fredericton, along with Councillor McCaie-Burke; Deputy Mayor Scholten stated that the many issues impacting municipalities in New Brunswick and how municipalities can work more effectively with the Province of New Brunswick were discussed;

November 23rd – New Maryland Lions Club Turkey Drive along with Councillor McCaie-Burke, which raised over \$800 and received 40 turkey donations for the Food and Toy Drive; Deputy Mayor Scholten expressed special thanks to Fire Chief Harry Farrell and his volunteer firefighters for their assistance and to the workers at the Food and Toy Drive;

November 26th - Fredericton Local Immigration Partnership Appreciation dinner at the Wu Centre in Fredericton;

November 28th - tour of the new Cyber Security Building on Knowledge Park Drive with the executive of Ignite Fredericton and Knowledge Park;
December 1st – New Maryland Lions Club annual fundraiser breakfast with Santa at Wetmore-Street Pub; Deputy Mayor Scholten commented that over \$1800 was raised for the Lions Club Food and Toy Drive and he thanked Wetmore-Street Pub for the donation of food for the breakfast and the many volunteers that helped;
December 2nd to 4th – the 24th annual New Maryland Lions Club Food and Toy Drive; Deputy Mayor Scholten added that this year over \$5,000 was raised by the Lions Club and he thanked M.W. Price and Sons for running the float, as well as the members of New Maryland Fire Dept. and the RCMP for their assistance;
December 5th - visited the Veterans Farmer location in Rusagonis, along with Councillor Scammell, to collect a box of toys for the Lions Club Food and Toy Drive;
December 7th – helped distribute food and toys collected in the New Maryland Lions Club Food and Toy drive; Deputy Mayor Scholten noted that this year 218 food hampers were distributed to families in need, toys for over 250 children were handed out and a huge amount of food was given to local shelters, community kitchens and other service groups;
December 9th - Planning Advisory Committee meeting, also attended by Mayor Wilson-Shee; and
December 14th - meeting with representatives of the Multicultural Association of Fredericton to discuss their new Master Networker program.

Mayor Wilson-Shee commented on the great success of the Lions Club Food and Toy Drive and thanked Deputy Mayor Scholten for his leadership with the Food and Toy Drive.

Councillor Pope

December 18th - NMES Christmas concert.

Councillor Pope congratulated Mayor Wilson-Shee for her 15 years of service.

10. PLANNING ADVISORY COMMITTEE

Deputy Mayor Alex Scholten provided an update from the Planning Advisory Committee (PAC).

- The Planning Advisory Committee (PAC) met the evening of December 9th for the conduct of their regular meeting.
- The committee reviewed and discussed the November 2019 Building Permit Report which noted 6 permits having been issued with \$100,500 in estimated value of construction and \$827 in permit fee revenue for the month. The year-to-date values totaled 132 building permits, approximately \$4.4 million dollars in construction value and \$33,400 in permit fee revenues.
- The temporary use application for a group home located at 400 New Maryland Highway was reviewed. Village staff and two employees from Capital Family Services Inc. provided the committee and residents in attendance with details and background information about the group home currently in operation at the subject property. Seven residents attended the meeting. Seven letters were received and all expressed similar comments in opposition to the application. The concerns raised related to loss of property values, volume of vehicle traffic, frequency of attendance by first responders, Capital Family Services not securing the required approvals and the past negative experiences with the children at the facility. After a lengthy discussion on the details of the application and the comments received from neighbouring property owners, the committee agreed to approve the temporary use variance application subject to terms and conditions. The approval is valid until March 31, 2020 to allow the operation to continue only until such time that Village Council has ruled on the concurrently submitted application for a zone amendment to request that a “group home”

- be added to the list of permitted uses for the subject property.
- Staff and the committee reviewed the draft version of Schedule “A” to the PAC Policy on Procedure and Protocol for the proposed PAC meeting and application deadlines for 2020. The final version of the Schedule will be presented at the January 6, 2020 PAC regular meeting.

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

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

Be It Resolved That the Council of the Village of New Maryland, in accordance with Section 111 of the *Community Planning Act, S.N.B. (2017) Chapter 19* and amendments thereto, moves to schedule a Public Hearing, to be held on Wednesday, January 22, 2020, commencing at 6:30 pm at the Village Office located at 584 New Maryland Highway, to give consideration to the requested Zoning By-Law Amendment 04-01-2020, *A By-Law to Amend Zoning By-Law 04-2019*, to add “Group Home” to the list of permitted land uses for the residential zoned property located at 400 New Maryland Highway, being Property Identification Numbers 75062554 and 75298232, and to permit, subject to terms and conditions, the operation of a group home by Capital Family Services Inc.

Discussion:

Deputy Mayor Scholten clarified that in recent weeks it was determined that the operation of a group home at 400 New Maryland Highway is non-conforming to the Village Municipal Plan and Zoning By-Laws. The property owner has therefore submitted a request, and received conditional approval, for a temporary use variance from the Planning Advisory Committee until such time that Council has rendered a decision on their concurrent application for a zoning amendment. The referenced zoning application requests a zone amendment to add “Group Home” to the list of permitted land uses for the residential zoned property located at 400 New Maryland Highway, and to thereby permit the continued use of the property for that purpose. The Village Municipal Plan By-Law states that, in the areas designated Residential on the Future Land Use Map, it shall be a policy of Council that Institutional uses, such as a group home, will be permitted only as an amendment to the Zoning By-Law and subject to terms and conditions outlined in the Municipal Plan, and as determined by Council. For Council’s consideration, these resolutions are proposed to commence the public engagement process for the requested zoning amendment. Subject to Council adopting these resolutions, staff will initiate the public notification process in accordance with the *New Brunswick Community Planning Act* provisions.

MOTION CARRIED UNANIMOUSLY.

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

Be It Resolved That the Council of the Village of New Maryland, in accordance with Section 110 of the *Community Planning Act, S.N.B. (2017) Chapter 19* and amendments thereto, hereby requests that staff forward to the Planning Advisory Committee, for their review, the requested Zoning By-Law Amendment 04-01-2020, *A By-Law to Amend Zoning By-Law 04-2019*, to amend the permitted land uses for the residential zoned property at 400 New Maryland Highway, being Property Identification Numbers 75062554 and 75298232, to permit subject to terms and conditions, the operation of a Group Home. Council further requests that the Planning Advisory Committee provide their views prior to Wednesday, January 22, 2020. **MOTION CARRIED UNANIMOUSLY.**

11. EMERGENCY RESPONSE PLAN COMMITTEE

No report was presented.

12. PROJECT REPORTS AND UPDATES

(i) Recreation Department:

Councillor Tim Scammell presented an update from the Recreation Department.

- The Wreath Making seminar on November 30th was a wonderful event. Staff sincerely appreciated Mayor Wilson-Shee's willingness to lead the sessions when George Bidlake was unexpectedly out of the province. A total of 76 wreaths were made, and several bags of food and toys, as well as cash donations, were collected for the Lions Club.
- This year's Food and Toy drive was a great success! The Lions Club provided staff with additional information prior to the event which was posted to social media and the Village web site. This year 225 boxes were packed at Faith Baptist Church for distribution to families in need. Many thanks to all of the New Maryland and area residents who generously donated to this wonderful cause and to the members of the New Maryland Lions Club, Fire Department and area volunteers for organizing the Food and Toy Drive.
- The Christmas Tree Lighting was held on Thursday, December 5th and it was nice to have all of Council in attendance. The crowd was entertained by the New Maryland Elementary School Christmas Elf Choir who did a great job leading the sing-along. Santa had a long line waiting to see him once he did arrive and our Grade 5 student, Victoria Daigle, was a big help assisting Santa in the gazebo. Santa handed out 73 treat bags. Victoria Hall and the grounds looked beautiful and a great crowd of 150-175 people were in attendance.
- The Christmas banner and snowflake light pole banners were installed the week of the Christmas Tree Lighting event. The caroler lights at the Village entrance and the Christmas lights at the municipal office all add a festive air to the Village.
- The following is a list of Parish of New Maryland Zoomers activities:
 - The Zoomers will hold their next monthly meeting on January 6th at 10:00 am;
 - Stretch and strengthening classes take place every Tuesday and Thursday morning from 10:00 to 11:00 am and will resume on January 7th;
 - Book club meets the fourth Thursday of each month at 11:00 am in the boardroom, and the next meeting is scheduled for January 23rd;
 - Line dancing takes place every Monday at Victoria Hall. The beginners class is at 9:15 am, and intermediate class is at 10:30 am. The cost is \$5 per person per class, and you must be a member of the PNM Zoomers in order to participate. Starting in January, only the intermediate line dancing will be offered;
 - PNM Zoomers host pot-luck socials every other month. The next social is scheduled for January 15th at 5:30 pm, with the guest speaker at 6:00 pm;
 - PNM Zoomers memberships are due January 2020, and the cost is \$25.00 for the year. Membership forms can be found on the Village website, under "50 plus";
 - Copies of the December issue of the PNM Zoomers newsletter is available at the Village Office as well as online; and
 - For more information on PNM Zoomers activities, please contact pnmzoomers@gmail.com.
- The 2017-2018 participation numbers for both ice sports and summer season for Fredericton and

surrounding communities were sent by the Province this week. As per the Recreational Services Agreement, the City of Fredericton reports on the participation numbers every three years. The next meeting of the Recreation Advisory Committee is scheduled for February 3, 2020 at 7:00 pm at the Grant Harvey Centre.

- The Village now has 839 followers on Twitter and by the end of the month, staff will have tweeted their 3,500th 'tweet'. The Village's Facebook page now has over 2,400 'likes' and over 2,500 'followers'. The Village's social media presence continues to grow and provides an excellent opportunity to reach out to residents with photos and information in a timely manner.
- Mayor and Council will be hosting the Village's annual New Year's Levee on Wednesday, January 1st at Victoria Hall from 12:00 – 1:30 pm. All are welcome to attend and light refreshments will be served.
- The Recreation and Leisure Services Department will be hosting a Community Skate at the Grant Harvey Centre on Thursday, January 2nd from 2:00 – 4:00 pm. All are welcome to enjoy a holiday skate with family and friends. Hot chocolate will be served and there is no charge to attend.
- The Recreation and Leisure Services Department will be holding a one-day Christmas Break Day Camp on Friday, January 3rd at the New Maryland Centre from 8:30 am to 4:30 pm. The cost is \$35 per participant and includes 'make your own' pizza. The day will include lots of indoor and outdoor games and Day Camp favourite activities are planned. This one-day camp is for children ages 6 to 12 and registration is at the Village office.
- There are still a few spots available for the Babysitters Course that is being held on Friday, January 3rd at Victoria Hall. The cost is \$45 for participants age 11 years and older. Registration is at the Village office.
- Open Gym and Co-ed Adult Volleyball have concluded for the year. The New Maryland Elementary School will be closed over the Christmas Break (from December 20th – January 5th).

MOVED BY Councillor Tim Scammell and **seconded by** Councillor Gisèle McCaie-Burke the adoption of this report. **MOTION CARRIED UNANIMOUSLY.**

(ii) Public Works Department:

Councillor Paul LeBlanc presented an update from the Public Works Department.

- Village staff investigated three Public Works Reports for November 2019. The reports were inquiries for a fallen tree, curb stop cap replacement and sanding streets.
- Data from the speed radars located throughout the Village indicate the average speeds are between 47 and 49 km/hr. The posted speed limit on Village streets is 40 km/hr., and in the vicinity of the school it's 30 km/hr. Drivers are reminded to please respect the speed limit and be watchful for pedestrians and students walking to school. The radars and 3D Silhouette child signs have been put away for winter months and will be set out again in early spring.
- Motorists are also reminded to allow extra time and greater stopping distances when slippery conditions may be present.
- 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.
- Over the last month, Public Works staff performed stormwater system maintenance which included cleaning catch basin sumps, ditching along Route 101 and at a storm outfall in Pine Ridge Estates. Staff continue to monitor weather forecasts for winter operations and work closely with the Village's snow removal contractors.

- The New Maryland Scouts, with the help of Village Public Works staff, are planning to collect Christmas trees on Saturday January 4, 2020. Residents who would like to have their Christmas tree collected should leave it at the curb before 9:00 am that morning. A small donation to the New Maryland Scouts is greatly appreciated.

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

Discussion:

Mayor Wilson-Shee commented that in the report under the topic of speed radars, it should state that drivers should be watchful for pedestrians and students walking from school, as well as to school. **MOTION CARRIED UNANIMOUSLY.**

(iii) Finance Department

No update was presented from the Finance Department, however Councillor Gisèle McCaie-Burke presented the following motions.

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

Be It Resolved That the Council for the Village of New Maryland, submit to the Municipal Capital Borrowing Board an application for authorization to borrow for a capital expense for the following term and amount:

Purpose:

Transportation Services

Public Works garage

Amount (\$)

\$2,000,000

Term

20 Years.

Discussion:

Councillor McCaie-Burke explained that the Public Works and Recreation Departments identified a need for a garage to replace the barn and Quonset hut to properly store and work on equipment out of the extreme weather conditions. Council approved the project in principle in 2014 and has started reserving funds since. In the 2019 Budget, Council approved the construction of the Public Works/Recreation garage. Staff have identified and secured a piece of property for the construction of the building using funds that were reserved for this project. Numerous options for the construction of this facility were presented to Council for consideration along with environmental factors such as solar and/or geothermal additions. The intent of this application is to allow for enough funding to cover the entire project no matter which options are selected. If final costs are less than the amount applied for, or if other sources of grants are available, then only the required amount to finance the project will be requested at the debenture stage of the application. The process to start this application begins with a resolution of Council. Making the resolution at this evening's Council meeting would qualify the Village to meet the January 8, 2020 application deadline followed by a hearing on February 10, 2020 with a decision likely by early March 2020. As you can see it is a lengthy process and each month there is a delay the longer we must wait for approval and the later construction can start. At the December 11, 2019 Council-In-Committee meeting this resolution and information were presented and reviewed by Council and Council agreed to move forward with the motion.

Councillor McCaie-Burke commented that the need for a Public Works/Recreation garage has

been a topic of discussion for many years, and she expressed her opinion that it is prudent that the project moves forward. Mayor Wilson-Shee also mentioned that with the removal of the barn and Quonset hut from the Forbes property, staff are currently required to store and work on equipment outside. **MOTION CARRIED UNANIMOUSLY.**

► **MOVED BY** Councillor Gisèle McCaie-Burke 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 General Operating Fund (Acct #0626 1013-181) to the General Capital Reserve Fund (Acct # 0626 1015-021) the amount of \$7,000 (Seven Thousand Dollars) which was donated by the New Maryland Community Support Group's Golf Tournament for the purpose of repairs made to the Boardwalk Trail during the summer of 2019. **MOTION CARRIED UNANIMOUSLY.**

► **MOVED BY** Councillor Gisèle McCaie-Burke 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 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 for ongoing capital projects.

Discussion:

Councillor McCaie-Burke reported that as presented at the December 11, 2019 Council-In-Committee meeting and approved by Council, the following motion allocates any surplus funds in the General Operating Fund to the General Capital Fund for continuing capital projects in subsequent years. **MOTION CARRIED UNANIMOUSLY.**

► **MOVED BY** Councillor Gisèle McCaie-Burke 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 Utility Operating Fund (Account# 0626 1014-176) to the Utility Capital Fund (Account # 0626 1020-867) any surplus amount created at year-end from the Utility Operating Fund for ongoing capital projects.

Discussion:

Councillor McCaie-Burke stated that as presented at the December 11, 2019 Council-In-Committee meeting and approved by Council, the following motion allocates any surplus funds in the Utility Operating Fund to the Utility Capital Fund for continuing capital projects in subsequent years. **MOTION CARRIED UNANIMOUSLY.**

(iv) **Administration Department:**

No report was presented from the Administration Department, however Councillor Gisèle McCaie-Burke presented the following motions.

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

Be It Resolved That the Council for the Village of New Maryland, as per the recommendation

of the Facilities Manager, adopt the revised policy: RD-2, Victoria Hall Schedule of Fees, as attached hereto.

Discussion:

Councillor McCaie-Burke explained that Council reviewed and approved the details of proposed amendments to the rental fee structure for Victoria Hall, as presented at the August 10th Council-In-Committee meeting. There will be no increase in the current hourly rate of \$30 per hours plus HST for Victoria Hall, however, the new rate structure will provide for half day (4hrs), day (8 hours) and full day rates identical to those of Hall A at the New Maryland Centre. The amendments to the policy also include minor updates to reflect current practices, incorporate provincial legislation and reduce duplication. The amended policy RD-2, “Victoria Hall Schedule of Fees” is attached. **MOTION CARRIED UNANIMOUSLY.**

(v) **Seniors Advisory Committee:**

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

- The Seniors Advisory Committee met on November 25th with 8 members in attendance.
- The committee received a presentation from Pat Carlson, with the Harvey Region Dial-a-Ride Program. Pat shared with the committee the history of how the program came to be, the challenges they have faced with acquiring volunteer drivers and funding resources that are available to establish these types of programs. The committee will be further reviewing the information that Pat provided to determine if this would be a program that would work well in our community.
- Councillor McCaie-Burke provided updates from the “Understanding Seniors Isolation and Loneliness” workshop and the “Supporting Age-Friendly Communities in Canada” conference that she attended in October. The information that was presented was found to be very interesting and pertinent to the work that the committee is doing, and it sparked conversation about projects that could be undertaken to further investigate the issue of seniors isolation and loneliness as well as funding that is available to assist with research. The committee will be examining these suggestions and having more in-depth discussions at the committee meetings in the new year.
- The committee will not be meeting in December. The next scheduled meeting will be January 27, 2020 at 7:00 pm.

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

13. **APPROVAL OF THE TREASURER’S REPORT**

MOVED BY Councillor Paul LeBlanc and **seconded by** Councillor Mike Pope to following resolution of Council:

Be It Resolved That the Treasurer’s Report be adopted as follows:

Payments made in the month of November 2019

- from the General Operating account by cheques and direct payments \$273,022.85 (Two Hundred and Seventy-Three Thousand, and Twenty-Two Dollars and Eighty-Five Cents);
- from the Water and Sewer Operating account \$194,040.31 (One Hundred and Ninety-Four Thousand, and Forty Dollars and Thirty-One Cents);
- from the General Capital account \$14,315.41 (Fourteen Thousand, Three Hundred and Fifteen Dollars and Forty-One Cents); and
- from the Water and Sewer Capital account \$104,070.98 (One Hundred and Four Thousand, and Seventy Dollars and Ninety-Eight Cents). **MOTION CARRIED UNANIMOUSLY.**

14. PUBLIC INPUT / INQUIRIES

There were no members of the public in attendance to provide input or make inquiries.

15. NEW BUSINESS

(i) Presentation of the 2020 Budgets

Councillor Mike Pope presented the following budget speech:

“Your Worship, fellow Councillors and residents. Before diving into budget numbers, I do want to provide some background information that led us to the proposed 2020 budget.

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.

The 2020 budget preparation process started six months ago on June 26th. Our initial meeting was held to discuss a set of reasonable financial guidelines for the Department Heads to work within for their proposed 2020 operating budgets. Over the next couple of months, department heads met with our Treasurer and Chief Administrative Officer to refine their operating budget proposals and prepare their Capital Budget requests to present to Council.

A meeting was held on October 23rd 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, coupled with the information based upon the guiding principles from the Village’s Asset Management Plan.

Another meeting was held on November 13th for the presentation of the Operating Budget requests. As with the Capital Budget presentations, all Department Heads presented their requests to Council with detailed explanations of associated costs, service delivery requirements, and in response to the goals and objectives identified by Council in the Strategic Plan. That meeting also included the presentation of a line-by-line item information review for Council of operating budgets for all departments.

On December 11th a final meeting of Council and staff was held. After receiving the tax base number from the Provincial Government, along with the Equalization Grant and RCMP costs for 2020, the compiled information from both Operating and Capital Budgets was presented to Council for review in the format of a Preliminary 2020 Budget. Council worked diligently to establish a realistic and affordable budget while still offering quality services and infrastructure. All that work culminated in the budget presented for formal adoption by Council at tonight’s Council meeting.

Needless to say, our financial situation has been impacted by continued downloading from the provincial government, and the loss of our old unconditional grant funding amounts. 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 continue to work with our 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 residential 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 know a one cent increase to our tax rate results in only \$35,301 additional funds to work with. That amount doesn't go very far when facing major projects to finance.

The single largest project facing the Village in 2020 is the construction of a Public Works/Recreation garage which will provide a single facility in which to store and work on Village equipment out of the elements. This facility will also demonstrate the Village's "green initiatives" by having solar arrays constructed over a storm-water attenuation pond that will feed power back to the building. Other projects include additional "green initiatives" through a continued tree planting program, building energy audits and the implementation of energy efficiencies to reduce overall power costs. Good asset management practices continue with the ongoing reserves being set aside from one year to the next. In keeping with the Stormwater Master Plan, continued work on the stormwater infrastructure will take place in 2020.

Council also reviewed 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 user fees. Council initiated a revenue strategy process in November 2015 that resulted in minimal increases to the utility rates over five years and this is the last of those 5 years.

This entire budget process has been aligned with the Village's Strategic Plan in terms of being innovative and environmentally friendly, as well as promoting safety, a strong sense of community, healthy lifestyles and sound financial planning. All of these goals are in keeping with the Village's mission of making New Maryland the "Community of Choice".

Your Worship, fellow Councillors and residents it is my privilege to present to you the 2020 General Operating, Utility and Capital Budgets for the Village of New Maryland.

In the 2020 General Operating Fund Non-Tax Revenue Budget we were able to generate a total Non-Tax Revenue of \$333,661. Our tax base grew 1.77% resulting in a new tax base of \$353,014,900. This represents an increase in revenue of \$78,705 from the base.

The 2020 General Operating and Capital Fund Expenditure Budget will be \$4,938,388 which is an increase of \$169,708 over the 2019 amounts.

General Government Services expenditures will increase by \$27,739 to be \$987,979. The primary drivers being an increase to audit costs, computer costs and licenses, cost of assessment, and funds to cover personnel costs with the addition of one shared position between the Clerk,

Building Inspection, and Planning Departments.

Protective Services expenditures will increase by \$25,799 to be \$1,073,334, of which a significant portion includes the RCMP increase of \$18,509, and funds to cover personnel costs.

Transportation Services expenditures will increase by \$14,215 to be \$665,200, of which street cleaning, personnel costs, snow and ice removal, and the introduction of some operating costs associated with a public works/recreation garage were the main drivers.

Environmental Health Services expenditures will increase by \$8,770 to be \$285,504, an increase due to the garbage collection contract and disposal fees at the landfill.

Planning and Development Services expenditures (which includes beautification) will increase by \$26,066 to be \$204,178. The primary factors in this increase is additional costs for legal services, personnel, and communications, and funds to cover personnel costs.

Recreation and Cultural Services expenditures will be reduced by \$6,994 to be \$654,242. The main driver here was the result of a review and realignment of summer staff in order to take advantage of efficiencies which resulted in the redistribution and overall reduction of personnel costs..

Fiscal Services expenditures for debts will be reduced by \$78,099 to be \$482,451. This section includes interest on long-term debt and principal instalments. The reduction is due to the retirement of a debenture in 2019 on the Forbes property.

For 2020 the General Capital Fund will increase by \$132,212 to be \$585,500. Of the total Capital \$220,000 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, \$32,500 has been allocated to Planning, and \$31,000 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 almost 5 cents 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 \$219,876 for the current fiscal year through reductions in the Community Funding and Equalization Grant (formerly known as the Unconditional Grant), 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 \$35,301 of revenue for the Village. Therefore, the combined reductions since 2011 would equate to a 6.23 cents impact on the rate for 2020. Altogether, since 2011, on these three items, the Village has lost a grand total of \$1,495,439 over nine years – a 42.36 cents 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 2020 to identify various options available for consideration.

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 capital 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 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 \$4,938,388 less the Non-Tax Revenue of \$333,661 and less the Community Funding and Equalization Grant of \$6,235 and a Municipal Tax Base of \$353,014,900, we are left with a Tax Rate for 2020 of \$1.3026 per \$100 of assessment. This represents an increase of 1.82 cents on the rate or 1.4% overall. For every \$100,000 of assessed value the increase would be \$18.20 for the year compared to 2019 assessments, for example an average home of \$217,500 would see an annual increase of \$39.66 in their property tax bill or \$3.30 per month.

The Village of New Maryland's 2020 Utility Operating and Capital Expenditure Budget will be \$1,285,187 which represents an increase of \$34,437.

Water Supply and Treatment costs will be \$254,806 a reduction of \$12,071 over the 2019 amounts. This reduction is primarily due to a projected reduced use of consultants for 2020.

Sewage Collection and Treatment costs will be \$329,702, a reduction of \$3,161 over the 2019 amounts. This reduction is primarily due to a reduction in insurance premiums and savings on flushing sewer lines.

Fiscal Services costs equal \$318,843, a small reduction of \$189 compared to the 2019 amounts.

The following reserves will be made: \$50,000 for future maintenance of the Wastewater Treatment Plant, \$13,840 for the replacement of water meters and \$20,000 for future maintenance of the Water Tower.

The Utility Capital requirements for 2020 are \$263,005, an increase of \$44,783 over the 2019 amounts.

On the utility revenue side, under the heading Other Revenues from Own Sources results in a total of \$114,000. This leaves a balance of \$1,171,187 to generate from user fees. Water service will be charged at \$1.51 per cubic meter (an increase of 4 cents per cubic meter), plus a flat fee of \$40 (an increase of \$1 per quarter) and a meter fee of \$5 per quarter (no change). Sewerage service will increase to \$140 per quarter an increase of \$4. This is the fifth 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 \$27.40 or \$2.28 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 2020 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 2020 Operating and Utility Budgets for your consideration and approval."

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

Be It Resolved That the sum of \$4,938,388 (Four Million Nine Hundred and Thirty-Eight Thousand Three Hundred and Eighty-Eight Dollars) be the total budget of the Village of New Maryland, that the sum of \$4,598,492 (Four Million Five Hundred and Ninety-Eight Thousand Four Hundred and Ninety-Two Dollars) be the Warrant of the Municipality for the ensuing year, and that the tax rate for the Municipality be \$1.3026 (One point Three Zero Two Six 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:

Councillor Scammell iterated his support of the budget, as brought forward by Councillor Pope. He stated that the decisions made around the table are not easy and Council strives diligently to maintain sound fiscal management while still providing the level of services expected from residents. He stated that he believed this budget has fulfilled both of these objectives. Councillor Scammell explained that the budget process has been a lengthy one and decisions are never made lightly. The municipality has faced a serious challenge during the budget process over the past two or three years with the freeze or reduction in the municipal tax base. The tax base was not growing yet all services and contracts were increasing in cost, at least on par with the consumer price index. He noted that in the past five years, the tax base has increased by a mere 2.72% yet the increase in the consumer price index grew by 11.44%. Even with the financial restrictions that Council is forced to work with, they have maintained their focus on providing sound quality services while being mindful of economic challenges that many residents face. This budget focuses on Council's Strategic Plan goals and follows the guidelines of the Village's Asset Management Plan. Councillor Scammell added that the resulting minimal tax increase was a necessary decision for smart financial planning and results in an annual increase of only \$39.66, or \$3.30 per month, on the average valued home. Councillor Scammell stated his belief that this budget is smart, efficient, and financially responsible and reiterated his support of the motions being brought forward this evening. He thanked staff for their assistance with the compilation of these numbers.

Councillor McCaie-Burke stated that she concurred with Councillor Scammell's comments. She commended staff and Council for reviewing the budget in great detail and holding the line on spending to what is necessary and affordable. She remarked that she appreciated receiving detailed information that assisted her with making informed choices in regard to the budget. She added that her preference is that there would be no increase in the municipal tax rate this year but considering that major projects are on the horizon, the increase of 1.82 cents is reasonable. Councillor McCaie-Burke stated that she will be voting in favour of the budget.

Deputy Mayor Scholten commented that Council has been entrusted by the residents of New

Maryland to lead this community and to spend taxpayers money responsibly. Over the past three months, with the assistance of staff, Council painstakingly reviewed expenses. Council examined the Asset Management Plan in regard to infrastructure and compared today's costs with future costs to ensure that Council is not deferring difficult decisions to future generations. Deputy Mayor Scholten stated that he echoed Councillor Scammell's and Councillor McCaie-Burke's comments that this is a responsible budget. He added that when 93% of revenue is derived from property taxes, Council is challenged with holding the tax rate to a reasonable number while dealing with the reality of escalating costs. He thanked staff for their work with the budget and helping Council understand the consequences of their budget decisions. Deputy Mayor Scholten voiced his support of the budget.

Councillor LeBlanc offered his support for the budget, and stated that although his preference would have been no increase in the tax rate, he understands the reasons why that is not possible. He commented that as a small municipality Council should always be mindful of holding the line on tax increases while thoroughly examining the benefits of costly projects and expenditures.

MOTION CARRIED UNANIMOUSLY.

► **MOVED BY** Councillor Mike Pope and **seconded by** Councillor Tim Scammell 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 \$1,285,187 (One Million Two Hundred and Eighty-Five Thousand One Hundred and Eighty-Seven Dollars) and of total expenditures of \$1,285,187 (One Million Two Hundred and Eighty-Five Thousand One Hundred and Eighty-Seven Dollars). **MOTION CARRIED UNANIMOUSLY.**

16. DATE, TIME AND LOCATION OF NEXT MEETING

The next regular session of Council is scheduled for Wednesday, 15 January 2020 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 UNANIMOUSLY.**

The meeting adjourned at 8:45 pm.

Respectfully submitted,

Karen Taylor
Assistant Clerk

Cynthia Geldart
CAO/Clerk

Judy Wilson-Shee
Mayor