

Village of New Maryland

Council

20 January 2021

Present: Mayor Judy Wilson-Shee Deputy Mayor Alex Scholten
Councillor Paul LeBlanc Councillor Mike Pope
Councillor Tim Scammell CAO/Clerk Cynthia Geldart

Assistant Clerk Diane Henderson

1. Call to Order

Mayor Judy Wilson-Shee called the meeting to order at 7:19 p.m. noting an early start as there were no members of the public had registered to attend and shared a reminder that the Council meeting is video-recorded for broadcasting.

2. Approval of the Agenda

MOVED BY Councillor Paul LeBlanc and **seconded by** Councillor Mike Pope that the agenda be approved as circulated. **MOTION CARRIED.**

3. Approval of the Minutes

MOVED BY Councillor Tim Scammell and **seconded by** Deputy Mayor Alex Scholten that the minutes of the 16 December 2020 regular session of Council be approved as circulated. **MOTION CARRIED.**

4. Disclosure of Interest

No *Disclosures of Interest* were declared.

5. Presentations:

No Presentations were made.

6. Proclamations

No proclamations were brought forward.

7. Correspondence

The following correspondence was read into the record by Cynthia Geldart, CAO/Clerk, as per the request of Mayor Wilson-Shee:

- a copy of the Municipal Review Statistics Report from Service New Brunswick containing the decisions of all Requests for Reviews completed on properties within the Village;
- information from the Chamber of Commerce regarding the State of the Province Address which will be a virtual livestream event on January 27th, at 2:30 pm; and
- a copy of the bulletin from the Union of Municipalities of New Brunswick.

8. Meetings and/or Special Events Attended by Mayor Wilson-Shee

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

- December 17 – met with various colleagues on site at St. Mary the Virgin Church to discuss details of digging down to the foundation;
- December 17 – RSC 11 Special Board meeting via Zoom to approve year-end transfers;
- December 18 – stopped into our staff's luncheon to wish everyone a safe holiday;

- December 18 – admired all the well decorated homes while touring for our Village’s first Community Christmas Lights Challenge and assisted with judging the entries; (*Councillor Tim Scammell, Lion Fonda French and Recreation Coordinator Michelle Sawler also attended*); Lion Fonda provided painted decorative rocks and left them at the homes that had registered for the event;
- December 21 – met on site at St. Mary the Virgin Church to dig down to have a closer look at its foundation;
- December 21 – travelled with Recreation Coordinator Michelle Sawler to meet with the homeowners who placed in the top 3 (*three*) of the Christmas Lights Challenge and presented them with their prizes;
- December 21 – called members of the volunteer firefighters to thank them for their dedicated service to our community;
- December 24 – Mayor Wilson-Shee rang bells on her front doorstep with her grandson Kale, in preparation of the arrival of Santa Clause;
- January 1 – a drive-through at the Government House for the New Year’s Day Levee and was met outside the front door by the Lieutenant Governor and offered best wishes (*Mayor Wilson-Shee’s grandson Kale also attended*);
- January 4 – a Zoom meeting with Don Fitzgerald ED, RSC11;
- January 5 – participated in a PNM Zoomers meeting held via Zoom;
- January 5 – a New Maryland Lions Club meeting held via Zoom;
- January 13 – listened to an interview with Dr. Jennifer Russell, hosted by the Carr brothers; and
- January 14 – a RSC11 Governance meeting held via Zoom;

Mayor Judy Wilson-Shee extended sincere condolences to the families who have lost a loved one due to the virus. She also wished a very Happy Birthday to Arnold Hawkins of Beaver Harbour, NB, who will be celebrating his 110th birthday on January 30th. A certificate has been sent to Mr. Hawkins in recognition of being the oldest Canadian-born man.

9. Comments by Members of Council

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

Deputy Mayor Alex Scholten

- December 17 - a Zoom call with Cities of New Brunswick Association President Adam Lordon and ED Charline McCoy and UMNb ED Margot Cragg to discuss upcoming municipal reform consultations with Local Government and Local Governance Reform Minister Daniel Allain;
- January 8 - a Zoom meeting with Fredericton Chamber of Commerce CEO Krista Ross and members of the Chamber Immigration Committee to discuss the Lost Votes campaign and to prepare for a meeting with Ministers within the provincial government;
- January 12 - a Zoom call with Ministers Daniel Allain, Dominic Cardy, Arlene Dunn, Mary Wilson and Jill Green and several MLA’s including Jeff Carr, Richard Ames, Ryan Cullins and Chamber CEO Krista Ross and members of the Chamber’s Immigration Committee and Ignite; Fredericton representative Sarah Holloran to discuss the Lost Votes campaign and the potential for permanent residents in the Province to vote in municipal elections;
- January 18 - a Zoom call with Minister Daniel Allain and representatives from the Cities of New Brunswick Association, AMANB, AFMNB and UMNb to discuss the announcement being made on the process Minister Allain and his government have put in place to review municipal governance and reform and to seek out stakeholder input; the announcement also included a launch of a government

- website outlining the process, including a timeline and studies; there will be consultation before and after the May municipal elections, a public Green Paper (discussion document) in March and a position paper by the end of 2021;
- January 18 - telephone call with Mayor Susan Cassidy of Hanwell to discuss the work of Ignite Fredericton and the importance of our communities working together on regional economic development initiatives; and
- January 18 - telephone call with Ignite Fredericton President Larry Shaw to discuss the upcoming municipal reform reviews and the importance of regional economic development in those discussions.

Councillor Paul LeBlanc

- January 1 - attended the drive-through at the Lieutenant Governor's New Year's Day Levee.

10. Planning Advisory Committee (PAC)

No report was presented.

11. Emergency Response Plan (ERP) Committee

No report was presented.

12. Project Reports / Updates

12(i) Recreation & Leisure Services Department Updates

Councillor Tim Scammell provided a summary of the Recreation & Leisure Services Department activities as prepared by the Recreation Coordinator. Our first ever Community Christmas Lights Challenge was a success. First, second and third place gift certificates were purchased from New Maryland businesses. The contest generated a lot of enthusiasm and interest from residents on our Facebook page and the post with our winners reached over 6,500 (*six thousand, five hundred*) people. Our judges panel had a great time visiting all the decorated homes and we plan to host the contest again next year.

Many thanks to staff of the Public Works Department who took over the collection of Christmas trees after the Scouts had to cancel the pick-up due to our provincial move into the orange alert level. Their efforts are appreciated by staff and the residents.

Many residents have been inquiring about our outdoor rinks. January has been unseasonably mild with very little snow, so unfortunately, we have been unable to get underway. As soon as work commences on the rinks and we have a timeline for opening, we will post to our Facebook & Twitter pages.

The bridge rebuild on the New Maryland Centre nature trail was completed just prior to Christmas and all sections of the trail are now open. A reminder that for anyone accessing our trails in the winter with dogs, please remember the trails are not an off-leash area. Please pick up after your pet(s) so that everyone can enjoy our community shared trails; the nature trails are a perfect spot for a walk or snowshoe.

Due to the status of our zone being in the Red Alert Level, all PNM Zoomers activities are currently on hold. Just a reminder that memberships are due for 2021 which are \$20 (*twenty dollars*) for the year. Membership forms can be found on the Village website, under "50 plus". New members are always welcome. Information is also available on the Zoomers scholarship for high school and university students enrolled in geriatric

studies or a related field. The \$500 (*five hundred dollars*) scholarship is awarded annually and is funded by the Zoomers. For more information on PNM Zoomers activities please contact pnmzoomers@gmail.com.

We are very pleased with the progress that has been made on the new Public Works & Recreation garage over the past month. With power established earlier in January the building is now fully lit and heated. The office furniture was delivered and installed this past week and the flooring, painting, and several other finishing details, as well as perimeter fencing, are almost complete. Once the phone lines and internet connections are in place, staff will relocate from the Village Office to the new building. Everyone is looking forward to the new space and having the opportunity to store our tractors and equipment out of the elements. Not only will this new facility prolong the life of our equipment but it will also be a tremendous advantage to have everything stored and centralized into one location.

MOVED BY Councillor Tim Scammell and **seconded by** Deputy Mayor Alex Scholten the adoption of the Recreation and Leisure Services Department Report. **MOTION CARRIED.**

Councillor Scammell introduced a motion and provided background information. As part of the 2021 Capital Budget discussions staff requested funds to purchase a new tractor. This request was subsequently approved by Council and at the CIC meeting of January 13th, Council agreed that staff could move forward with the purchase following a motion at formal Council on January 20th.

The quote from Bayview Trucks & Equipment details the cost for the Kubota 60 HST3 4WD CAB with snow tires, turf tires, forks, loader, and snowblower attachment. The total cost including HST is \$74,474.00 (*seventy-four thousand, four hundred and seventy-four dollars*). Council had approved a capital budget of \$80,000 (*eighty thousand dollars*) for this purchase, which will result in approximately \$10,000 (*ten thousand dollars*) in savings.

MOVED BY Councillor Tim Scammell and **seconded by** Councillor Mike Pope the following Resolution of Council: ***Be It Resolved That*** the Council for the Village of New Maryland, as per the recommendation of the Recreation Coordinator, move forward with the purchase of a Kubota 60 HST3 4WD CAB from Bayview Trucks and Equipment Ltd at a cost of \$64,760.00 (*sixty-four thousand, seven hundred and sixty dollars*) plus \$9,714.00 (*nine thousand, seven hundred and fourteen dollars*) HST for a total purchase price of \$74,474.00 (*seventy-four thousand, four hundred and seventy-four dollars*).

Discussion: Councillor Paul LeBlanc commented that he would like to have the cost of an extended warranty investigated for the tractor. **MOTION CARRIED.**

12(ii) Public Works Department Updates

Councillor Paul LeBlanc provided updates for the month of December from the Public Works Department as prepared by the Public Works Supervisor. Village staff investigated a total of 85 (*eighty-five*) Public Works Reports for 2020. The reports are inquiries from residents relating to transportation, water and sewer or recreation issues. The reports are investigated to the satisfaction of residents and staff. The majority of the reports concluded with gratitude and compliments from the residents involved. We had a 32% decrease in reports from the previous year. The majority of reports are attributed to culvert replacement inquiries. The 85 (*eighty-five*) reports are similar to inquiries of other years.

The Covid-19 pandemic forced staff to adapt to new ways while working through the pandemic. Village Council and Public Works staff take public safety and the safety of staff seriously. Staff worked every day to

ensure the Village's infrastructure continued to function properly, provided safe drinking water and wastewater was treated so that it did not pose a risk to the environment.

To reduce the chances of spreading the disease, staff split shifts, worked from home when they could, limited one member per vehicle, worked alone or when the work required two or more staff followed the Department of Health's Covid-19 guidelines.

Public Works staff managed to complete several projects throughout 2020 which included: the Alban Street Upgrade, street tree planting, lane narrowing, negotiated a 7-year garbage and recycling contract with Fero, awarded the new contract for snow and ice control, culvert replacement, Springwater Place entrance sign, Public Works/Recreation Operations building, Department of Environment/Department of Health audit and worked on the Sunrise Wellfield Development.

With winter weather upon us, motorists are reminded to allow extra time and greater stopping distances when slippery conditions may be present. Keep your speeds to the posted 40km/hr speed limit and be mindful of pedestrians using crosswalks and walking along streets with no sidewalks.

Councillor LeBlanc reminded residents to 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.

MOVED BY Councillor Paul LeBlanc and **seconded by** Deputy Mayor Alex Scholten the adoption of the Public Works Department Report. **MOTION CARRIED.**

12(iii) New Maryland Fire Department

Deputy Mayor Alex Scholten explained that he had two reports to present, with the first being the quarterly report for October, November and December 2020 and the second being the Year-end Summary report. The total number of calls for the quarter was 19 (*nineteen*) and the total firefighting hours for the quarter was 119 (*one hundred and nineteen*). The total firefighting hours within the Village was 51 (*fifty-one*) and the total firefighting hours for outside the Village was 68 (*sixty-eight*). The annual total calls for 2020 was 82 (*eighty-two*). The total firefighting hours for 2020 was 618 (*six hundred and eighteen*). Of the 618 (*six hundred and eighteen*) hours, the total firefighting hours within the Village was 206 (*two hundred and six*) hours and the total firefighting hours outside of the Village was 412 (*four hundred and twelve*).

MOVED BY Deputy Mayor Alex Scholten and **seconded by** Councillor Paul LeBlanc the adoption of the New Maryland Fire Department Quarterly and Year-end Summary Reports as submitted by Chief Farrell. **MOTION CARRIED.**

12(iv) Development Services Department

Councillor Mike Pope provided an update from the Development Service Department. The Development Services Department has prepared the 2020 Annual Building Permit Summary, which clearly presents an increase in larger-scale construction and renovation projects in comparison to previous years. The year-end totals reveal 136 (*one hundred and thirty-six*) building permits having been issued, with an estimated value of construction of just over \$6.4M (*six million, four hundred thousand dollars*) and a permit fee revenue of \$47,417 (*forty-seven thousand, four hundred and seventeen dollars*).

Despite the various challenges presented by the Covid-19 pandemic, it was a remarkably busy and productive year for the Development Services Department and the Village in general. Some of the larger scale projects included: the construction of the Village of New Maryland Public Works and Recreation Department Operations Building, a new commercial multi-unit self-storage building, multiple commercial tenant-space renovations, 6 (*six*) single-family dwellings, 3 (*three*) two-unit garden homes, 1 (*one*) three-unit garden home, in addition to a consistent level of new construction and renovation activity in other categories.

The Orchard's Edge residential development has also begun to show momentum with multiple sales of existing dwellings units and with an increase in the number of new garden home units under construction. This trend promises to continue for 2021 and the accessible housing features that are inherent to the building designs will prove to be a valuable addition of life-span housing options for Village residents.

In December 2020, senior staff reviewed and approved the installation of lot services for a continued phase of 6 (*six*) residential building lots and 13 (*thirteen*) future lots on Kimberley Street and Boxwood Lane in the Centennial Gardens Subdivision. Throughout the year, department staff also engaged with a number of developers, with interest in future development opportunities in the Village.

At the December 16, 2020, formal Council meeting, Upland Planning + Design was awarded the contract to provide consulting services to deliver Urban Design Standards and Public Realm Guidelines for the Route 101 corridor within the Village.

The consultant's initial study of the Village's key planning documents, master plans, and community action plans will begin without delay. Public consultation and engagement will be a critical element, and a public open-house will be scheduled in the latter stages of the project when Covid-19 social distancing protocols permit. In the interim and throughout the project, the consultant proposes the innovative use of electronic media to inform and engage the public. The final deliverable will serve as design standards for the future evolution of the highway corridor and lands adjacent to it. Areas of focus will address cohesive building designs, zoning, streetscape design, traffic management and active transportation objectives. The project will provide an opportunity for residents, business owners and operators, and other stakeholders to share their ideas on creating a safer, more functional, and aesthetically appealing vision for the Village core.

MOVED BY Councillor Mike Pope and **seconded by** Councillor Tim Scammell the adoption of the Development Services Department Report. **MOTION CARRIED.**

12(v) Administration Department

Councillor Tim Scammell provided a summary of the Administration Department as prepared by the CAO. He explained that there isn't anyone in our province, young or old, who has not been impacted in some way by COVID-19 in 2020. Our municipal staff were no different and it was an incredibly challenging year for staff. Our CAO wanted to recognize and thank our staff for their continued dedication, professionalism and commitment to the municipality and our residents during such a stressful year.

While dealing with the pandemic and the impact to our families and the community, staff continued to ensure that municipal services were provided at the standards our residents expect. Anyone who works with the public can attest to the fact that tempers are short, pandemic fatigue is a significant challenge, social media is often a venue for misinformation and untruths and we have a health crisis that is, or was, new to everyone.

During 2020 there was no discernable disruption in the services we provide, other than the cancellation of a few of our much-loved social events and a brief interruption in our recycling service. It was actually a “much busier than usual” year for many of us.

One major and intensely time-consuming project in 2020 was our Sunrise Wellfield Development Project. The search for a new water source has been ongoing for over 15 years and we have spent close to \$2M (*two million dollars*) with no success. Our *Strategic Plan 2009 – 2014* and *Strategic Plan 2017 – 2022* both identified the Water Supply as our number one priority. The Strategic Plan documents and priorities were created with significant public input and consultation. Our staff and consultants have been diligent for many years in the pursuit of a successful conclusion to this priority objective and 2020 brought us much closer to that goal.

The development of the new wells that have been identified on the parcel of land below the Sunrise Estates Subdivision is just the first step in being able to provide the much-needed redundancy to our municipal water system, allow for additional development and potentially provide service to existing homes. Submitting the funding application, engaging in extensive public consultation and information sharing, following the Environmental Impact Assessment process, and working with homeowners who volunteered to allow staff to install monitoring devices in their private wells to ensure we do not impact private wells (or that we are immediately made aware of impacts and are able to correct them), were all arduous components of the project. This is just the first step in our goal to increase our municipal water supply and when each step costs millions of dollars, we need to move forward one step at a time to ensure we maintain sound financial planning and fiscal responsibility. We would not have been able to proceed with this project without the funding support we received. The provincial legislation that requires the municipal water system to be self-funding creates an enormous financial burden. All of the costs of the system must be paid for in user fees and we cannot use tax dollars or other sources of revenue to support the water system. The financial impact to our water customers would be exorbitant and unaffordable so we can only move forward with each step or project when financial assistance is available.

Councillor Scammell noted that as mentioned in other reports this evening, another major project in 2020 was the construction of our Public Works/Recreation Operations Building. The Village will celebrate 30 years of incorporation this summer and during those 30 years we have never had a garage or appropriate place for our public works and recreation teams to store, and more importantly, to work on equipment. Our crews have been working on equipment in the extreme weather elements for far too long. Our employees need, and deserve, a safe place to carry out their work. We also need to store equipment (tractors, mowers, trackless machines, etc.) in a proper environment to improve their operational efficiencies and reduce the need to continuously replace and repair tools and equipment. The building will contain two offices, on the main level, one for our public works staff and one for our recreation staff. Council started reserving money for this project many years ago to reduce the impact to our budget and although the construction schedule was delayed due to the pandemic, we are pleased to see the building near completion. The site work required an attenuation pond to ensure we addressed stormwater management requirements and, in the future, depending on the availability of grant funds, we will also be looking to install solar panels.

Many municipal projects this year were impacted by COVID-19 regarding supplies, availability of contractors and the extra steps staff had to take to maintain an effective COVID-19 Operational Plan for municipal buildings and staff. Our staff adapted and were successful in installing new infrastructure such as sidewalks, fire hydrants, curb and gutter, and culverts; they repaired or replaced playground equipment and sections of our walking trails at the New Maryland Centre; worked within our Asset Management plan and budget

restrictions and also met the new provincial deadline for the submission of our annual budget; they created new operational plans to move forward with Summer Day Camp programs and community events that ensured the safety of participants; and were also accessible to our residents. Even during the provincial shut down earlier this year, the Village Office remained staffed and were available to answer questions, process building permit applications (a record number in 2020) and ensure we met all of the requirements of our Certificates to Operate our water and wastewater systems.

From an administrative perspective, two long-time staff members left us (one with 19 [*nineteen*] years of experience and one with 12 [*twelve*] years of experience) which resulted in the loss of a great deal of corporate knowledge and posed challenges of working through the hiring process during a pandemic. We were incredibly fortunate with our new hires and they are already making a positive impact on our daily work with the community. The largest challenge that our CAO faced was keeping up with the overwhelming amount of information received or sent regarding the pandemic – She received and/or sent 4063 (*four thousand and sixty-three*) emails between March and December regarding the pandemic and that doesn't count the ones that were simply deleted. Ensuring that Council continued to run smoothly, being cognizant of the physical and mental health of our staff and continuing with the daily operations of the municipality was a challenge in 2020 and our staff met that challenge successfully in every way.

Councillor Scammell concluded the report by commenting one final note, if residents have any questions or concerns about what we (Staff or Council) are doing and why we are doing it, please don't hesitate to engage with us. Send us an email, give us a call, attend a meeting, or ask to meet with us one-on-one and we will provide you with answers. Our phones are answered between 8:30 a.m. and 4:30 p.m. Monday through Friday; our emails are answered regularly; our Council meetings are held on the third Wednesday of every month at 7:30 pm and that schedule hasn't changed in the almost-30 years since we incorporated; and we host additional meetings on the 2nd and 4th Wednesday of every month other than July and August. We are available, so please don't hesitate to reach out.

MOVED BY Councillor Tim Scammell and **seconded by** Councillor Mike Pope the adoption of the Administration Summary 2020 Report.

Discussion: Deputy Mayor Alex Scholten commented that, as noted in the report, social media can be unfair and inaccurate at times. It is important to recognize staff and to have a better understanding of the daily functions they manage. We commend our CAO and staff for all the work they have performed in these uncertain times, with the various levels of restrictions put in place, they have maneuvered us through it effectively. We are very fortunate to have such responsible, efficient, cost-conscious staff who always have the best interest of our community in mind. **MOTION CARRIED.**

Councillor Tim Scammell explained that he had two motions from the Administration Department and provided background information that was prepared by the Clerk's Office. During the December 16, 2020, formal Council meeting, Councillor Gisèle McCaie-Burke announced her resignation from Council. Members of Council thanked Gisèle for her many years of service and dedication to the community and recognized the contributions she has made over the past 13 (*thirteen*) years. Her resignation was a result of her moving out of our municipality and created a vacancy on Council.

There is an official process that must be followed to acknowledge a vacancy on Council. The *Local Governance Act* states that a vacancy results when a member ceases to be a resident of the local community; that Council shall by resolution within two months after the date that a vacancy arises, declare the vacancy;

within 10 (*ten*) days after the declaration the Clerk shall forward a certified copy of the Resolution to the Municipal Electoral Officer; and that a by-election shall not be held during the 12 (*twelve*) months immediately preceding the date of the general election.

MOVED BY Councillor Tim Scammell and **seconded by** Councillor Mike Pope the following Resolution of Council: ***Be It Resolved That*** the Council for the Village of New Maryland, as per Sections 51(1) of the *Local Governance Act*, declare a vacancy on Council resulting from the departure of Councillor Gisèle McCaie-Burke as per Section 50(1)(f) of the Act; and authorize the Clerk to forward a certified copy of the Resolution of Council declaring the vacancy to the Municipal Electoral Officer within 10 (*ten*) days. **MOTION CARRIED.**

MOVED BY Councillor Tim Scammell and **seconded by** Councillor Mike Pope the following Resolution of Council: ***Be It Resolved That*** the Council of the Village of New Maryland hereby directs that Cynthia Geldart, Chief Administrative Officer/Clerk; Harry Farrell, Fire Chief; Rob Pero, Building Inspector/Development Officer; Kyle Arsenault, Assistant Building Inspector/Development Officer; Audrey Harper, Administrative Assistant; Rockland Miller, Public Works Supervisor; Chris Nash, Public Works Utilities Supervisor; Greg Haslett, Public Works Water & Wastewater Systems Operator; Aaron McFadyen, Public Works Transportation Supervisor; and Randy Casey, Animal Control Officer, be appointed to enforce the by-laws of the Village of New Maryland, and amendments thereto; and ***Be It Further Resolved That*** Cynthia Geldart, Chief Administrative Officer/Clerk; Harry Farrell, Fire Chief; Rob Pero, Building Inspector/Development Officer; Kyle Arsenault, Assistant Building Inspector/Development Officer; Audrey Harper, Administrative Assistant; Rockland Miller, Public Works Supervisor; Chris Nash, Public Works Utilities Supervisor; Greg Haslett, Public Works Water & Wastewater Systems Operator; Aaron McFadyen, Public Works Transportation Supervisor; and Randy Casey, Animal Control Officer, be designated as persons authorized to make application or commence proceedings, on behalf of the Village of New Maryland, to Courts of competent jurisdiction in relation to matters arising under the *Local Governance Act* SNB 2017, Chapter 18, the *Community Planning Act* SNB 2017, Chapter 19, the *Police Act* SNB 1977, Chapter P-9.2, and by-laws enacted pursuant to these statutes. **MOTION CARRIED.**

12(vi) Finance Department

Councillor Paul LeBlanc explained that he had 2 (*two*) motions regarding applications to the Municipal Capital Borrowing Board. The purpose of these motions is to commence the process necessary to move forward with the applications to the Municipal Capital Borrowing Board (MCBB) to refinance two debentures. On May 24, 2011, Council passed two motions, the first to borrow \$1M (*one million dollars*) to finance a portion of the construction of the water tower. A debenture was subsequently issued with an initial ten-year term followed by a ten-year renewal set for 2021 in the amount of \$577,000 (*five hundred and seventy-seven thousand dollars*). The second motion was to borrow \$2M (*two million dollars*) to finance a portion of the paving of subdivision streets. A debenture was subsequently issued with an initial ten-year term followed by a five-year renewal set for 2021 in the amount of \$773,000 (*seven hundred and seventy-three thousand dollars*). To continue the financing of these projects, applications for refinancing to the MCBB along with motions of Council are required. At the January 13, 2021, Council-In-Committee meeting these resolutions and information were presented, reviewed and agreed by Council to move forward with the necessary motions.

MOVED BY Councillor Paul LeBlanc **seconded by** Councillor Mike Pope the following resolution of Council: ***Be It Resolved That*** the Municipality of the Village of New Maryland submit to the Municipal

Capital Borrowing Board and application for authorization to refinance debenture No. BE-26-2011 for a capital expense for the following term and amount:

Purpose	Amount (\$)	Term
Environmental Health Services (Utility)		
Water Tower	\$577,000.00	10 years. MOTION CARRIED.

MOVED BY Councillor Paul LeBlanc **seconded by** Deputy Mayor Alex Scholten the following resolution of Council: ***Be It Resolved That*** the Municipality of the Village of New Maryland submit to the Municipal Capital Borrowing Board an application for authorization to refinance debenture No. BE-25-2011 for a capital expense for the following term and amount:

Purpose	Amount (\$)	Term
Transportation Services		
Road Reconstruction	\$773,000.00	5 years. MOTION CARRIED.

13. Approval of the Treasurer's Report

Deputy Mayor Alex Scholten explained that the adoption of the Treasurer's Report fulfills a municipal requirement under provincial legislation and introduced a motion to adopt the report.

MOVED BY Deputy Mayor Alex Scholten and **seconded by** Councillor Tim Scammell the following resolution of Council: ***Be It Resolved That*** the Treasurer's Report be adopted as follows: Payments made in the month of December 2020: from the General Operating account by cheques and direct payments \$403,568.36 (*Four Hundred and Three Thousand, Five Hundred, Sixty-Eight Dollars and Thirty-Six Cents*); from the Water & Sewer Operating account \$13,558.81, (*Thirteen Thousand, Five Hundred, Fifty-Eight Dollars and Eighty-One Cents*); from the General Capital account \$552,924.03, (*Five Hundred and Fifty-Two Thousand, Nine Hundred, Twenty-Four Dollars and Three Cents*); and from the Water & Sewer Capital account \$90,179.74, (*Ninety Thousand, One Hundred, Seventy-Nine Dollars and Seventy-Four Cents*). **MOTION CARRIED.**

14. Public Input / Inquires

There were no members of the public present.

15. New Business

Third and Final Readings of Zoning By-law Amendment No. 04-01-2021

Councillor Mike Pope provided background information for the third and final readings of By-law No. 04-01-2021. He explained that staff have prepared proposed amendments to the Zoning By-law which include minor typographical corrections and revisions to definitions, building setback requirements, driveway standards and the Schedule of Fees.

The fee revisions noted in Schedule "B" to the by-law are recommended by staff in consideration of the Village's Strategic Plan objective with respect to sound fiscal management, and also revenue generation, reasonable fees for service, competitiveness with other jurisdictions, and in consideration of financial implications to stakeholders.

In accordance with the procedural requirements of the *New Brunswick Community Planning Act* and the *Local Governance Act*, a Public Hearing was held, and first and second readings of By-law Amendment 04-01-2021 were conducted at the December 16, 2020, Council meeting. No comments for, or against, the

proposed amendments were received from the public, and the minutes of the Public Hearing have been attached to this report for the official record.

Staff have therefore prepared the following motions of Council to conduct the third and final readings and thereby enact By-law Amendment 04-01-2021.

MOVED BY Councillor Mike Pope **seconded by** Deputy Mayor Alex Scholten to read By-law Amendment No. 04-01-2021, a by-law to amend the Village of New Maryland Zoning By-law for the third time, this reading by summary, pursuant to section 15(4) of the *Local Governance Act*. **MOTION CARRIED.**

Councillor Pope read the summary of By-law Amendment No. 04-01-2021, a by-law to amend the Village of New Maryland Zoning By-law including minor typographical corrections and amendments to update definitions and revise building setback requirements, driveway standards and the Schedule of Fees.

MOVED BY Councillor Mike Pope **seconded by** Councillor Tim Scammell to read By-law Amendment No. 04-01-2021, a by-law to amend the Village of New Maryland Zoning By-law, for the final time, this reading by title only, thereby enacting the by-law. **MOTION CARRIED.**

Councillor Mike Pope read By-law Amendment No. 04-01-2021, a By-law to Amend the Village of New Maryland Zoning By-law for the final time, by title only.

17. Date, Time and Location of Next Meeting

The next formal Council meeting will be held on Wednesday, 17 February 2021 at 7:30 pm with the location to be determined.

18. Motion for Adjournment

MOVED BY Councillor Paul LeBlanc and **seconded by** Councillor Mike Pope to adjourn the meeting. **MOTION CARRIED.**

The meeting adjourned at 8:03 pm.

Respectfully submitted,

Diane Henderson
Assistant Clerk

Judy Wilson-Shee
Mayor

Cynthia Geldart
CAO/Clerk