

Regular Monthly Meeting February 23, 2016

Minutes of the meeting of the Board of Directors of Fundy Regional Service Commission held on Tuesday, February 23, 2016 at 10 Crane Mountain, Saint John.

1. Call to Order

The Board Chairperson, Murray Driscoll, called the open session to order at 10:13 a.m.

BOARD MEMBERS

Murray Driscoll, Mayor, Quispamsis, Chairperson
Joan Seeley, LSD Representative, Vice Chairperson [*absent*]
Grace Losier, Mayor, Grand Bay-Westfield [*absent*]
Bill Bishop, Mayor, Rothesay
Bette Ann Chatterton, Mayor, St. Martins
Mel Norton, Mayor, Saint John [*absent*]
David Rogers, Local Service District Representative
Glen Baxter, Local Service District Representative
Sandra Speight, Local Service District Representative

OTHERS

Marc MacLeod, Executive Director
Ian Macdonald – Dept. of Environment & Local Gov't
Brian Shannon, Fundy Regional Service Commission
Dana Purton Dickson – Town of Quispamsis
Media

2. Approval of Order of Business

The Chairperson asked for approval of the agenda as presented.

Motion: To approve the February 23, 2016 agenda with the addition of item 8 a. – Human Resources – Annual Increase.

Moved: Director Chatterton
Seconded: Director Speight
Vote: Motion Carried

3. Disclosure of Conflict of Interest

None

4. Approval of the Minutes

Motion: To approve minutes of the minutes as circulated.

Moved: Director Seeley
Seconded: Director Rogers
Vote: Motion Carried

5. Building and Planning Report

Motion: To receive and file the Building and Planning Report as presented.

Moved: Director Seeley
Seconded: Director Baxter
Vote: Motion Carried

6. Tender 2015-6 – Supply of Standby Collection & Haulage of Leachate

The tender is a standard issue and will be awarded for the calendar year of 2016. It commits the successful bidder to being on call as backup to Commission vehicles in the case of severe weather events and breakdowns that impact leachate levels.

There was no change in pricing from 2015 and the pricing meets the budget projections.

Motion: To authorize the Executive Director to award tender 2015-06 to the lowest bidder Keel Construction Ltd. for the price of \$6.25 per metric tonne, plus applicable taxes.

Moved: Director Losier
Seconded: Director Seeley
Vote: Motion Carried

7. Tender 2015-7 – Supply of Road Maintenance Aggregate

Executive Director MacLeod advised that a tender for Cover Material is issued annually and awarded for the calendar year of 2016. The tender is to supply material for roads, daily and intermediate cover of garbage for vehicle travel and animal control in the landfill. The current contactors held their prices for the month of January until the date of this meeting and the new pricing will be effective upon approval.

Motion: To authorize the Executive Director to award tender 2015-7 to the lowest bidder Keel Construction Ltd. for medium aggregate at \$7.25 per metric tonne and coarse aggregate for \$7.50 per metric tonne, plus applicable taxes.

Moved: Director Seeley
Seconded: Director Losier
Vote: Motion Carried

8. Compost Trailer

Executive Director MacLeod advised that after a review of the nature of the organic material being transported, safety on unstable ground, unload time and operational costs it was determined that a 'belt-type' dump trailer was required. For this configuration there was only one supplier that met all the requirements with an exclusive patented trailer design, Trout River.

The quote exceeded the target by \$6640. However, the extra is comparatively negligible and will be absorbed by the overall capital budget of \$1,486,000. The product is manufactured in PEI which minimized the US Dollar impact.

Motion: To authorize the Executive Director to proceed with the capital purchase of a Shuttle Floor Trailer from Trout River Industries for \$141,640.00 before HST to be funded from the Operating Fund.

Moved: Director Losier
Seconded: Director Seeley
Vote: Motion Carried

9. Presentation – Recreation Plan

Brenda MacCullam advised that the presentation which will be given by Mr. John Hack from Serra Planning & Management is to provide the Commission details on the development process and status of the project to date.

The process began with the formation of a steering committee consisting of Brenda MacCullam for the FRSC, the Recreation Directors from the Municipalities and the Local Service Manager.

Recreation assets were mapped, user group consultations were held, followed by recommendations which were given to the Steering Committee for feedback. Finally, a draft report was developed outlining Key Directions for FRSC, Municipalities and the Government.

Key Directions: -

- Partnership
- FRSC – Outreach, support for LSD's and promotion of collaboration between Municipalities

Mr. Hack outlined the seven recommendations outlined in the plan for the Fundy Regional Service Commission.

Motion: That the FRSC Regional Recreation Plan Final Draft be received and passed on to the present Municipal Councils and Regional LSD Representatives to study with the decision to be made after the Municipal elections.

Moved: Director Bishop
Seconded: Director Speight
Vote: Motion Carried

8.1 Human Resources – Salaries

Motion: To authorize the Executive Director to adjust staff salaries to reflect an increase of 2.5% for 2016.

Moved: Director Bishop
Seconded: Director Rogers
Vote: Motion Carried

9. Motion to Adjourn

Chairperson Driscoll called for a motion to adjourn.

Motion: To adjourn the meeting at 12:03 pm.

Moved: Director Bishop
Seconded: Director Speight
Vote: Motion Carried

APPROVED (date) March 22, 2016



Murray Driscoll, Chairperson



Jeanne DeCourville, Recording Secretary