



**Fundy Regional  
Service Commission**

**Commission de Services  
Régionaux de Fundy**

**Regular Monthly Meeting**

**March 22, 2021**

---

Minutes of the meeting of the Board of Directors of Fundy Regional Service Commission held on Monday, March 22, 2021, at 10 Crane Mountain Rd., Saint John NB.

**1. Call to Order**

The Board Chairperson, Nancy Grant, called the regular board meeting to order at 10:23 a.m. noting that all COVID-19 regulations have been followed including active screening, physical distancing and the use of masks.

**2. Record of Attendance**

Nancy Grant	Chairperson
Jim Bedford	Vice Chairperson
Bette Ann Chatterton	Mayor, St. Martins (via telephone)
Gary Clark	Mayor, Quispamsis
Grace Losier	Mayor, Grand Bay-Westfield
Shirley McAlary	Deputy Mayor, Saint John
Cindy MacCready	Local Service District Representative (Alternate)
Brenda Rathburn	Local Service District Representative
John Cairns	Local Service District Representative

**Absent**

**OTHERS**

Marc MacLeod, Executive Director, FRSC

Alicia Raynes, Recording Secretary, FRSC

Nick Cameron, Assistant Development Officer, FRSC

Brenda MacCallum, Public Relations & Program Development Officer, FRSC

**3. Approval of the Order of Business**

The Chairperson asked for approval of the Order of Business

**Motion:** To approve the March 22, 2021 Agenda as presented.

Moved: Director Clark  
Seconded: Director Losier  
Vote: *Motion Carried*

#### **4. Disclosure of Conflict of Interest**

Director MacCready expressed a conflict of interest regarding number eight (8). Chairperson Grant advised that Director MacCready would be excused from the meeting during the discussion surrounding "CMEI – Community Projects".

#### **5. Approval of the Minutes**

**Motion:** To approve the February 10, 2021 minutes as presented.

Moved: Director McAlary  
Seconded: Director Clark  
Vote: *Motion Carried*

#### **6. Planning – Building Inspection – February 2021**

Nick Cameron, Assistant Development Officer, FRSC, presented the February, 2021 Report for Building, Development & Planning for the Village of St. Martins & FRSC Rural areas. Year-to-date total estimated cost of construction at the end of February, 2021 was \$154,500 compared to 2020 which was \$13,000.

Mr. Cameron advised that as mentioned at the February board meeting, the Government of New Brunswick has adopted a new building code administration regulation (Reg. 2021-02), which has changed the applicable building code from the 2010 National Building Code to the 2015 National Building Code. The implication and challenges of the changes were discussed and it was noted that a significant increase in building permits is anticipated for structures that were previously exempted such as garages, seasonal camps and outbuildings. Although there is no immediate need for additional staff in the Fundy Region to cover the increased demand for building inspection services, that is expected to change once the cost of building supplies stabilizes.

**Motion:** To receive and file the Monthly Report for February, 2021 as presented.

Moved: Director Clark  
Seconded: Director McAlary  
Vote: *Motion Carried*

#### **7. Finance – 2008 Dozer**

Executive Director MacLeod provided a brief overview of the 2008 D6 Dozer rebuild which was approved as part of the 2021 Capital Plan. It was explained that upon dismantling the Dozer at the Toromont CAT facility, it was discovered that additional parts were severely worn and needed replacement. It is recommended by staff to approve the additional parts required.

**Motion:** To approve the additional parts required for the 2008 D6 Dozer rebuild to be funded from the Capital Reserve in the amount of \$25,745.82 (including HST).

Moved: Director Losier  
Seconded: Director Rathburn  
Vote: *Motion Carried*

## **8. CMEI – Community Projects**

Chairperson Grant excused Director MacCready from the meeting due to a conflict of interest.

Executive Director MacLeod provided a brief background stating that Order in Council 2005-112 requires the establishment of an annual fund for on-site amenities, off-site host community or a combination of both options. It allows for consultation with local groups to help determine recipients. The agreement with CMEI requires allocation of \$75000 annually adjusted for partial inflation to \$90875 in 2021. Under the agreement CMEI must fairly evaluate and recommend projects for funding and Fundy Region Solid Waste will review and consider the recommendations actively with CMEI. In 2020, a new scorecard was developed in partnership with CMEI and the score has been recorded on the recommendation sheet resulting in a ranking for disbursement of funds.

The newly developed scorecard was used to rank the projects and was found to be a consistent method of ranking for disbursement of funds. The process was reviewed by the Executive Director and no changes were recommended.

**Motion:** The Commission authorize the funding for host community projects as presented up to the amount of \$90,875 in 2021.

Moved: Director Clark  
Seconded: Director Losier  
Vote: *Motion Carried*

## **9. Leaf & Yard Waste**

Brenda MacCallum, Public Relations & Program Development Officer, FRSC gave a presentation regarding changes to leaf and yard waste packaging. It was explained that clear plastic bags will no longer be acceptable packaging for leaves and yard waste. Residents will now have to use paper leaf bags for any additional yard waste. This change will have minor impact on residents as the majority of residents already use paper leaf bags which are widely available. This change will also align with the new Plastic Bag Reduction Bylaw that will be implemented as of July 1, 2021.

It was further explained that Information about the change will be sent to municipalities and haulers in the Spring of 2021 and a campaign to inform residents will also take place. Implementation of this change is anticipated to be in the fall of 2021 at which time, leaves in clear plastic bags will be stickered and left at the curb.

Ms. MacCallum also provided an updated on the Plastic Bag Reduction Bylaw noting that the Bylaw has been fully adopted in Quispamsis, Grand Bay-Westfield and Hampton. The second reading has passed in Rothesay and Saint John.

**Motion:** To receive and file as presented.

Moved: Director McAlary  
Seconded: Director Clark  
Vote: *Motion Carried*

Chairperson Grant called for a motion to adjourn.

**Motion:** To adjourn the meeting at 10:59 am.

**Moved:** Director Losier  
**Seconded:** Director Rathburn  
**Vote:** *Motion Carried*

APPROVED (date) April 26, 2021

*Nancy Grant*  
Nancy Grant, Chairperson

*Alicia Raynes*  
Alicia Raynes, Recording Secretary