



**Regular Monthly Meeting
October 28, 2019**

Minutes of the meeting of the Board of Directors of Fundy Regional Service Commission held on Monday, October 28, 2019, at 10 Crane Mountain Rd., Saint John NB.

1. Call to Order

The Board Vice Chairperson, Glen Baxter, called the regular board meeting to order at 10:00 a.m.

2. Record of Attendance

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|-----------------------|---------------------------------------|
| Libby O'Hara | Deputy Mayor, Quispamsis |
| Glen Baxter | Vice Chairperson |
| Bette Anne Chatterton | Mayor, St. Martins |
| Shirley McAlary | Deputy Mayor, Saint John |
| Grace Losier | Mayor, Grand Bay-Westfield |
| Nancy Grant | Mayor, Rothesay |
| Brenda Rathburn | Local Service District Representative |
| Jim Bedford | Local Service District Representative |
| John Cairns | Local Service District Representative |

Absent

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|------------|-------------|
| Gary Clark | Chairperson |
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OTHERS

Marc MacLeod, Executive Director, FRSC
 Sharon Matthews, Recording Secretary, FRSC
 Nick Cameron, Recreation Facilitator, FRSC
 Brian Shannon, Building Inspector/Development Officer, FRSC
 Terry Keating, Manager, Environment and Local Government

3. Approval of the Order of Business

The Vice Chairperson asked for approval of the Order of Business

Motion: To approve the October 28, 2019 Agenda as presented.

Moved: Director Losier

Seconded: Director Grant

Vote: *Motion Carried*

4. Disclosure of Conflict of Interest

None

5. Approval of Minutes

Motion: To approve the September 10, 2019 minutes.

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

6. Planning – Building Inspection - Q3

Brian Shannon, Building Inspector/Development Officer presented to the Board the third quarter report for Building, Development & Planning for the Village of St. Martins and Local Service Districts of the Fundy Region. This year 2019 construction costs were \$1,814,100. higher than 2018 year to date values.

Motion: To receive and file the report as provided.

Moved: Director O'Hara
Seconded: Director McAlary
Vote: *Motion Carried*

7. Finance

a. 2020 Budget

The 2020 Draft Budget was distributed to all Councils and Environment and Local Government as per the Legislation for the 45 day review. Executive Director Marc MacLeod was requested to present at Rothesay Council and the Regional Advisory Committee (RAC).

Motion: To approve the 2020 Budget as presented by Executive Director Marc MacLeod.

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

b. Emergency Purchase – Excavator

An emergency purchase of an Excavator was required due to significant internal engine failure and damage on September 13, 2019. The Excavator is an integral piece of equipment in the daily operation of the Landfill. The Excavator was scheduled to be replaced on the 2019 Capital Budget.

Motion: To receive and file the report as provided.

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

c. Tender 2019-02 – Day Cab Tractor

Executive Director Marc MacLeod presented to the Board the Evaluation of Tenders for a new Day Cab Tractor. Four bids were received and it was recommended that Bayview Trucks & Equipment be awarded the Tender since they were the only bid that met all the specifications and concerns with risk accepting deficiencies contained in the other bids.

Motion: To receive and file the report as provided.

Moved: Director McAlary

Seconded: Director O'Hara

Vote: *Motion Carried*

d. Q3 2019 Financial Statements

Executive Director Marc MacLeod reviewed the 3rd Quarter Financial Statements with the Board. The Commission was approximately \$1M favourable mainly due to solid waste volume.

Motion: To receive and file Q3 2019 Financial Statements as presented.

Moved: Director McAlary

Seconded: Director O'Hara

Vote: *Motion Carried*

e. Property Acquisition

Executive Director Marc MacLeod updated the Board on the property acquisition. PAC unanimously (5-0) rejected the proposal for the rezoning of the property the Commission is looking to acquire for the clay and rock source. It will now go to Council on November 4th to address items CMEI brought up and provide Council with a clear understanding for points made by public members at the PAC meeting.

8. Recreation – Active Transportation

Nick Cameron, Recreation Facilitator presented to the Board a Regional Recreation Plan Implementation Update. Over the next few months they will be wrapping up current projects and begin planning for a renewed implementation plan for 2020 and beyond. There is a growing interest in Trails and "The Great Trail" currently connects (5) municipalities and (4) LSD's in the Fundy Region. Nick also spoke on an Active Transportation Symposium, "Move Forward", to take place November 14th at the Lily Lake Pavilion to discuss the challenges, opportunities and actions to develop active transportation across New Brunswick.

Motion: To receive and file the Update as presented.

Moved: Director O'Hara

Seconded: Director Rathburn

Vote: *Motion Carried*

9. Emergency Measures Organization (EMO) – Les Weber

Les Weber, Regional Emergency Management Coordinator updated the Commission on the Spring Freshet and the areas that were affected. He spoke on the purpose of the Regional Emergency Operations Centre (REOC) to provide Regional resources to Municipalities as required and the intent to conduct (3) training events per year.

Motion: To receive and file report as presented.

Moved: Director Losier

Seconded: Director Rathburn

Vote: *Motion Carried*

10. Admin

a. CMEI – Community Projects

Discussion took place on the process of evaluating the project money allocated to CMEI and approving the funds for the projects. Marc MacLeod updated the Board on a new evaluation process with a scorecard to evaluate projects on common criteria. A Committee had been formed using Director Bedford, CMEI Executives, and Marc MacLeod.

b. Printed paper & Packaging

The RSC Solid Waste Group is proposing that the new PPP program announced by the Province be developed to operate through the RSC model as conceived by legislation for solid waste services. The Group has proposed 15 key elements in the development of a PPP program for the Province of NB.

Motion: That Executive Director Marc MacLeod amend letter to Minister Carr that reflects the 15 conditions.

Moved: Director O'Hara
Seconded: Director Losier
Vote: *Motion Carried*

11. Adjournment

The date for the next meeting was discussed and will be scheduled at a later date.

Vice Chairperson Baxter called for a motion to adjourn.

Motion: To adjourn the meeting at 12:16 pm.

Moved: Director O'Hara
Seconded: Director Rathburn.
Vote: *Motion Carried*

APPROVED (date) _____


Glen Baxter, Vice Chairperson


Sharon Matthews, Recording Secretary