

**Regular Monthly Meeting  
December 16, 2014**

Minutes of the meeting of the Board of Directors of Fundy Regional Service Commission held on Tuesday, December 16, 2014 at Place 400, 400 Main Street, Saint John.

**1. Call to Order**

The Board Chairperson, Grace Losier, called the meeting to order at 11:00 a.m.

**2. Record of Attendance**

**BOARD MEMBERS**

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

**OTHERS**

Jack Keir, Executive Director  
Brian Shannon, Fundy Regional Service Commission  
Ian Macdonald, Department of Environment and Local Government  
Brent Whelan, Department of Public Safety  
Members of the Public and Media

**3. Approval of Order of Business**

The Chairperson asked for approval of the agenda as presented.

**Motion:** To approve the December 16, 2014 agenda as presented.

Moved: Director Driscoll  
Seconded: Director Speight

Discussion: Director Bishop asked to have two items added to the agenda, the first being the status of the FRSW contract negotiations and the second an update of FRSW financial statements.

Chairperson Losier advised that the negotiations are a closed session item and will be dealt with in the January meeting.

Executive Director Keir advised that quarterly updates are given to the board and the last update was in August, however due to timing the fourth quarter numbers have not been completed but will be included in January's documents; however there are no issues and the landfill is not running at a deficit.

Director Bishop rescinded the motion to add the items as they have been addressed.

Vote: Motion Carried

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

None

#### **5.1 Approval of the Minutes**

**Motion:** To approve minutes of the Closed Session, November 25, 2014 as circulated.

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

#### **5.2 Approval of the Minutes**

**Motion:** To approve minutes of the Open Session, November 25, 2014 as circulated.

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

#### **6. Building and Planning Report**

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

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

## **7. EMO Plan Presentation**

Brent Whelan gave an overview of the year in review for the EMO and associated storms. The LSD reps advised that the EMO worked very well in their communities.

Executive Director Keir asked that although the plan does not need the Boards approval he would like to request that we receive a copy of the final plan.

## **8. Compost Loader Tender**

General Manager MacLeod advised that funds to replace the compost loader was approved in the 2014 budget and with the current loader now having exceeded the hours of operation it is necessary to issue a tender. Therefore, we would be looking for a motion to issue a tender for a used loader, however a new loader could be considered if it is within budget and operational parameters.

**Motion:** To authorize the issue of a tender for a used Compost Loader to be purchased from the general capital fund in 2015 up to \$150,000 before HST.

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

## **9. Landfill Cover Tender**

General Manager MacLeod advised that a tender for Cover Material is issued annually and awarded for the next calendar year. The tender is to supply material for roads, daily and intermediate cover of garbage for vehicle travel and animal control in the landfill.

With the 2014 contract ending in December and the scheduled of an earlier December and later January meeting, the Commission would be vulnerable to variable pricing for the majority of January and therefore it is requested to issue and award a tender to the lowest bidder for the 2015 contract year.

**Motion:** To authorize the General Manager to award tender 2014-7 to the lowest bidder assuming no conditions and an update to the Commission at the next meeting.

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

## **10. Leachate Standby Tender**

General Manager MacLeod advised that again with the timing of the December and January meetings the issuing and awarding of the annual standard tender for the supply of standby collection and haulage of leachate the Commission would be vulnerable to variable pricing for the majority of January without a contract.

The tender is a standard issue and will be awarded for the calendar year of 2015. 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.

**Motion:** To authorize the General Manager to award tender 2014-6 to the lowest bidder assuming no conditions and update to the Commission at the next meeting.

Moved: Director Bishop  
Seconded: Director Driscoll

Discussion: Chairperson asked General Manager MacLeod for an update on the new cell cover installation.

General Manager MacLeod advised that the material has been laid out on 6 acres and aside from a brief wind event at the higher tier it is working well and that once completely installed the plan is to tie gas into the new wells.

Director Bishop commented that he would like to see regular updates as things come up through the year.

General Manager MacLeod will update the Board early in the new year on the landfill activity.

Vote: Motion Carried

## **11. Year End Motions**

### **General Capital Fund**

General Manager MacLeod advised that motions are required to move specified budgeted funds in 2014 for future use.

1) As per the requirement of the Canada Building Grant \$25,000.00 must be allocated yearly for the Material Recovery Facility.

**Motion:** To authorize the 2014 transfer of \$ 25,000.00 to the General Capital Fund from the Landfill Operating Fund as per the Building Canada Fund Agreement.

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

2) Funds approved in the 2014 budget for reinvestment in the gasification system to be spent in 2015.

**Motion:** The Commission authorizes the 2014 transfer of \$250,000.00 to the General Capital Fund from the Electrical Generation Operating Fund for future equipment purchases.

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

3) Equipment purchase budgeted in 2014, now to be purchased in 2015.

**Motion:** The Commission authorizes the 2014 transfer of \$225,000.00 to the General Capital Fund from the Landfill Operating Fund for future equipment purchases.

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

4) Funds are required for the construction of cell seven in 2015 which has been allocated in the budget.

**Motion:** The Commission authorizes the 2014 transfer of \$451,082.00 to the General Capital Fund from the Landfill Operating Fund for Cell Construction.

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

### **Perpetual Care**

1) As a requirement of the closure of the landfill a post closure fund has been established for the maintenance of the facility for approximately 30 years.

**Motion:** The Commission authorizes the 2013 transfer of \$ 109,156.00 to the Post Closure Fund.

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

## **Capital Expenditures**

1) To allocate funds for the purchase of a dump truck approved in 2013 but purchased in 2014.

**Motion:** The Commission authorizes the purchase of a 2008 dump truck in the amount of \$51,610.97 after HST rebate calculation to be funded from the General Capital Fund.

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

2) To allocate funds for equipment approved in 2013 but purchased in 2014.

**Motion:** The Commission authorizes the purchase of a conveyor for the MRF in the amount of \$45,050.00 after HST rebate calculation, to be funded from the General Capital Fund.

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

3) A cost clarification on a motion made at the August 26, 2014 meeting.

**Motion:** The Commission authorizes the purchase of supplies for the gas project in an amount up to \$50,000 after HST rebate calculation, to be funded from the General Capital Fund.

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

## **12. Update on Regional Policing Study**

Executive Director Keir advised that he has had several meetings over the last month with city staff and the private contractor. The review of the survey results have been reviewed and the plan is for the group to make a presentation to the Board at the January meeting regarding the next steps and the associated costs so the Board will have the necessary information to make an informed decision on the pursuing regional policing.

Chairperson Losier advised that the cost for the study could be substantial based on past studies which have been in excess of \$200,000. Although the Board has committed \$10,000, it will require additional funding.

Director Bishop inquired what the cost to date is for the Commission.

Executive Director Keir advised that nothing has been invoiced as yet, however it is expected that it will be less than the budgeted 10,000.

### 13. Motion to Adjourn

Chairperson Losier called for a motion to adjourn and thanked Director Rathburn for her contributions and service on the Board.

**Motion:** To adjourn the meeting at 12:00 pm.

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

APPROVED (date)

February 4, 2015

  
\_\_\_\_\_  
Grace Losier, Chairperson

  
\_\_\_\_\_  
Jeanne DeCourville, Recording Secretary

