

**Regular Monthly Meeting
September 22, 2016**

Minutes of the meeting of the Board of Directors of Fundy Regional Service Commission held on Thursday, September 22, 2016 at 10 Crane Mountain, Saint John.

1. Call to Order

The Board Chairperson, Gary Clark, called the meeting to order at 10:00 a.m.

BOARD MEMBERS

Gary Clark, Chairperson
Glen Baxter, Vice Chairperson
Don Darling, Mayor, City of Saint John
Nancy Grant, Deputy Mayor, Rothesay
Bette Ann Chatterton, Mayor, St. Martins
Grace Losier, Mayor, Grand Bay-Westfield
Brenda Rathburn, Local Service District Representative
David Rogers, Local Service District Representative
Sandra Speight, Local Service District Representative

OTHERS

Marc MacLeod, Executive Director
John Hack, Sierra Planning
Terry Keating – Dept. of Environment & Local Gov't
Brian Shannon, Fundy Regional Service Commission
Media
General Public

2. Approval of Order of Business

The Chairperson asked for approval of the agenda as presented.

Motion: To approve the September 22, 2016 agenda as presented.

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

3. Disclosure of Conflict of Interest

None

4. Recognition Award

Chairperson Clark presented Recognition Awards to Steve Bartlett and Allan Vinkle for the outstanding first aid given to a patron who suffered a heart attack while at the Public Drop Off.

5. Approval of the Minutes

Motion: To approve the minutes as circulated.

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

6. Building and Planning Report

Building Inspector Brian Shannon gave a brief overview of the report for July and August.

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

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

7. Correspondence – Town of Rothesay

Director Grant advised that the Town of Rothesay has identified an issue regarding access to Emergency Services if there was train derailment. With the Commissions mandate regarding EMO Planning and given the likelihood of other communities facing a similar situation, she asked if there was any interest by members to explore common solutions.

Motion: To table the item until the October meeting.

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

8. Regional Recreation Plan

Executive Director MacLeod advised the as per the Board's motion at the February meeting to receive and have the Recreation Plan forwarded to the Municipal Councils and LSD Representatives to study with a decision being made after the Municipal elections. With the Board having new members we thought it would be prudent present the plan so the new members could see the presentation as well as serve as a refresher for the existing members.

The Executive Director introduced Mr. John Hack of Sierra Planning who gave the review of the Recreational Plan.

The Executive Director advised that staff are planning to give presentations of the Recreation Plan to the Municipal Councils and the RAC members over the next month.

Motion: To receive and file the Recreation Plan as presented.

Moved: Director Darling
Seconded: Director Grant
Vote: Motion Carried

9. Tender – Compost Shredder

Executive Director MacLeod advised that a new Shredder was budget for in the amount of \$140,000.00 in the 2016 budget, however due to the rise in the US dollar the cost of the unit has gone up which is reflected in the Tender submissions. This increase would be absorbed in the current overall capital budget for 2016.

A call for tenders were sent out with the closing date being September 19th, we received two submissions, one from Sparta Manufacturing and Shred-Tech.

Both companies offered two options with one option from Sparta Manufacturing being disqualified due to not meeting the chamber size specification.

Motion: To approve the purchase of a new Model ST-100E Shredder in the amount of \$202,558.15, HST included to be funded from the operating budget.

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

10. Budget

Executive Director MacLeod gave an overview of the budget which included process followed, the impacts to the draft budget, and a review of the revenue numbers as well as the expenditures of Corporate Services.

The process steps remain the same with the development of the budget, a roundtable discussion and final draft budget.

The 2017 budget will see the tipping fee remain the same, Corporate Services decreasing and the impact to all communities reduced in part because of the consolidation of the positions of the Executive Director and the General Manager.

Budget Total:- Corporate and Local Planning Services - \$515,834
 Landfill - \$7,654,617
 Total less contribution to Corporate - \$7,958,838

Community	Total Impact 2016	Total Impact 2017	Difference
Grand Bay-Westfield	1,826	1,555	-\$ 271
Quispamsis	7,102	6,058	-\$ 1,044
Rothesay	5,046	4,291	-\$ 755
Saint John	28,381	24,227	-\$ 4,154
St. Martins	1,843	1,443	-\$ 400
Greenwich	6,221	4,963	-\$ 1,258
Westfield (West/East)	12,198	10,007	-\$ 2,191
Petersville	2,644	2,144	-\$ 500
Musquash	39,014	33,364	-\$ 5,650
Kingston	21,446	18,396	-\$ 3,050
Rothesay	1,879	1,483	-\$ 396
Saint Martins	5,534	4,387	-\$ 1,147
Simonds	17,041	13,424	-\$ 3,617
Fairfield	1,267	995	-\$ 272

Motion: To have the Board Members take the 2017 draft budget to their respective communities for their information as required by the legislated 45-day notice and then bring back any comments or concerns to the October meeting; at which time the vote to approve will take place.

Moved: Director Darling
 Seconded: Director Grant
 Vote: Motion Carried

11. Motion to Adjourn

Chairperson Clark called for a motion to adjourn.

Motion: To adjourn the meeting at 12:20 pm.

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

APPROVED (date) October 27/16



Gary Clark, Chairperson



Jeanne DeCourville, Recording Secretary