

**Regional Service Commission 7/Commission de services régionaux 7**

**\*MINUTES/PROCÈS-VERBAL\***

**November 26, 2013 6:30 p.m./26 novembre 2013, 18h30**

**Hôtel de ville de Moncton City Hall  
Council Chambers/Salle du conseil  
655, rue Main Street  
Moncton**

**Board Members Present/membres du conseil d'administration présents:**

Maire/Mayor Terry Keating	Village de/of Salisbury, Président/Chairperson
Maire/Mayor Jacques LeBlanc	Ville de/Town of Shediac, Vice-président/Vice-Chair
Maire/Mayor Yvon Lapierre	Ville de/City of Dieppe
Maire/Mayor George LeBlanc	Ville de/City of Moncton
Mairesse/Mayor Ann Seamans	Ville de/Town of Riverview
Maire/Mayor Robert Berry	Ville de/Town of Sackville
Mairesse/Mayor Kirstin Shortt	Village de/of Alma
Mairesse/Mayor Maryse LeBlanc	Communauté rurale Beaubassin-est
Maire/Mayor Jerome Bear	Village de/of Dorchester
Maire/Mayor Patrick Armstrong	Village de/of Hillsborough
Maire/Mayor Donald LeBlanc	Village de/of Memramcook
Maire/Mayor Jerry Gogan	Village de/of Petitcodiac
Mairesse/Mayor Judy Scott	Village de/of Port Elgin
Mairesse/Mayor Debbie Dodier	Village de/of Cap-Pelé
Président/President Ronald Boudreau	DSL/LSD Représentant/Representative
Président/President C.F. (Chuck) Steeves	DSL/LSD Représentant/Representative
Président/President Patrick Fusk	DSL/LSD Représentant/Representative
Président/President Gerry Chapman	DSL/LSD Représentant/Representative

**Board Members Absent/membres absents:**

Maire/Mayor C. Dale Elliott	Village de/of Riverside-Albert
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**Also Present/Également présents:**

Gérard Belliveau	Executive Director/Directeur général
Andrew Wort	Director of Solid Waste/Directeur des déchets solides
Nicole Rioux	Chief Financial Officer/Directrice de finances

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The meeting was called to order at approximately 6:35 p.m., with Chairperson Terry Keating presiding.

- 1. RECORDING OF ATTENDANCE/PRÉSENCES**
- 2. CONFLICTS OF INTEREST DECLARATIONS/DÉCLARATIONS DE CONFLITS D'INTÉRÊTS**

No conflicts registered.

**3. ADOPTION OF THE MEETING AGENDA/ADOPTION DE L'ORDRE DU JOUR**

Chairperson Terry Keating requested that an In-Camera matter be added to tonight's Agenda.

*MOVED BY: President Ronald Boudreau, LSD Representative*  
*SECONDED BY: Shediac Mayor Jacques LeBlanc*

*that tonight's Agenda be ADOPTED with the addition of an In-Camera matter, under Item 14.*

**MOTION CARRIED - UNANIMOUS**

**4. ADOPTION OF MINUTES OF THE REGULAR MEETING OF OCTOBER 29, 2013/ADOPTION DU PROCÈS-VERBAL DE LA RÉUNION ORDINAIRE DU 29 OCTOBRE 2013**

*MOVED BY: President C.F. (Chuck) Steeves, LSD Representative*  
*SECONDED BY: Sackville Mayor Robert Berry*

*that the Minutes of the Regular Meeting of October 29, 2013 be ADOPTED, as submitted.*

**MOTION CARRIED - UNANIMOUS**

**5. PUBLIC PRESENTATION/PRÉSENTATION PUBLIQUE**

- (a) RCMP/GRC – follow-up/*suivi*

Executive Director Gérard Belliveau reported that there has been no indication that there would be a presentation by RCMP representatives this evening; however, Acting District Commander, Gerry Belliveau, has forwarded a brief report, via e-mail, to municipalities/communities within the Southeast District.

**6. COMMITTEE REPORTS/RAPPORTS DES COMITÉS**

- (a) Finance Committee/Comité des finances
- (i) Financial reports/*Rapports financiers*
  - (ii) Other Financial Matters/*autres questions financières*

With the approval of Finance Committee Chair Jacques LeBlanc, Executive Director Belliveau reported on the Committee's recent meeting of November 19, 2013.

Finance Committee Minutes were circulated this evening.

The Executive Director reviewed each of the following matters:

- Financial Reports – financial reports were accepted by the Finance Committee;
- Corporate Budget – surplus indicated for the period ending October 31, 2013;
- Collaboration and Regional Planning – surplus indicated for the period ending October 31, 2013;
- Local Planning – statements show projected deficit;

It was reported that cheques payable to various municipalities/communities for building permit and other planning related fees have been mailed out today.

A brief discussion ensued on the matter of the accumulated sick day benefit for former Planning Commission employees. Concern was expressed regarding the possibility that this benefit was improperly funded and whether it could become a liability for the Regional Service Commission. It was noted that the Province is presently reviewing this matter and expects to clarify this question in the near future.

- Solid Waste – Two Resolutions: one relating to a transfer from the Solid Waste Services' Operating Fund to the Solid Waste Services' Capital Reserve Fund; and the other Resolution relating to a transfer from the Solid Waste Services' Operating Fund to the Solid Waste Services' Operating Reserve Fund - *\*\*Motions will be entertained later in this meeting\*\**;
- Grant Requests - from the Villages of Alma and Petitcodiac

Executive Director Belliveau indicated that Finance Committee members recommended that the Board of Directors undertake its strategic planning initiative early in the new year and contact provincial officials to clarify the legislative intent of the RSC's mandate. It should be noted that the Finance Committee did not question the validity and/or the appropriateness of either of these grant requests. With respect to the Village of Petitcodiac's request, it was suggested that the invoice be retained until a policy can be established. Mr. Belliveau also indicated that the matter will be raised at an up-coming RSC Executive Directors/Chairpersons' meeting in Fredericton.

(b) Solid Waste/Déchets solides

- (i) General report on Solid Waste sorting campaign

Andrew Wort, Director of Solid Waste reviewed the residential waste compliance report card for November.

Mr. Wort touched on the following matters:

- Recent sorting improvements - glass material;
  - Various requests for educational presentations - villages, businesses and schools (presentation available in both official languages);
  - Atlantic Dairy Council – milk container recycling in schools;
  - new landfill cell tender – Request For Qualifications will be put out early in the new year
  - odour control –composting site and landfill site (gas)
- (ii) Agreement with Encorp - recycling

Mr. Wort reviewed the Memorandum of Agreement with ENCORP Atlantic Inc. in detail. The following are points raised in discussion:

- the benefits of partnering with ENCORP – compared to past methods;
- feasibility of purchasing a recycling plant – challenges with licensing such plants;
- renewal of Agreement with ENCORP;
- curbside collection of bottles/cans - revisited in the future.

Executive Director Belliveau pointed out the advantages, revenue wise, for the RSC. Both Mr. Belliveau and Mr. Wort support the Agreement with ENCORP Atlantic.

*MOVED BY: Dieppe Mayor Yvon Lapierre*  
*SECONDED BY: Petitcodiac Mayor Gerald Gogan*

*that the Regional Service Commission enter into an agreement with ENCORP Atlantic Inc. to December 31, 2014, automatically renewable for successive one-year periods, for the management of used beverage containers recycled from the blue bag line.*

*MOTION CARRIED – UNANIMOUS*

(c) Local Planning/Urbanisme

In the Planning Director's absence, Executive Director Belliveau updated the Board Members on Local Planning matters.

In comparison with the last few years, Executive Director Belliveau reported that building inspection has experienced a significant amount of activity this fall.

Various on-line systems are now in place. The *Intranet* for Board Members – (instructions on how to retrieve meeting information will follow). The Village of Petitcodiac has video conferencing capabilities with RSC's offices. This link provides area residents with the option of reaching Local Planning staff (i.e. building inspectors/development officers or planners) via video conferencing. Gradually, this service will be extended to other municipalities.

Cap-Pelé Mayor Debbie Dodier reported that her municipality is experiencing some time delays in receiving building permits and/or rezoning reviews. She pointed out that she is conscience that delays in services would be felt in the first year of the Commission's restructuring, however; potential developers could be deterred by these time delays, and consequently going elsewhere. She asked whether the RSC intends on hiring new building inspectors in the future.

Executive Director Belliveau responded by saying that he anticipates that things will get better with the help of the video conferencing service. He also reported that various municipal/rural plan review processes will begin in the year 2014, thus reducing the number of rezoning requests.

Executive Director Belliveau indicated that he intends to collaborate on plan review processes.

**7. REPORT ON COLLABORATIVE SERVICES ACTIVITY/RAPPORT SUR LES ACTIVITÉS EN MATIÈRE DE SERVICES COMMUNS**

None

**8. TENDERS/APPELS D'OFFRES**

None

**9. ANNUAL/DEPARTMENTAL REPORTS / RAPPORTS ANNUELS ET MINISTÉRIELS**

None

**10. OTHER MATTERS/AUTRES QUESTIONS**

None

**11. RESOLUTIONS/RÉSOLUTIONS**

- (a) **Resolution/Résolution** - Transfer of Funds to the Solid Waste Services Capital Reserve Fund/*Transfert de fonds au fonds de réserve d'immobilisation des services de gestions des déchets solides*

**As per the recommendation of the Finance Committee, the following motions were made:**

*MOVED BY: Gerald Gogan*  
*SECONDED BY: Robert Berry*

*that the Board of Directors of the RSC #7 authorizes a transfer in the amount of \$574,000 from the Solid Waste Services' Operating Fund to the Solid Waste Services' Capital Reserve Fund.*

*MOTION CARRIED - UNANIMOUS*

- (b) **Resolution/Résolution** - Transfer of Funds to the Solid Waste Services Operating Reserve Fund/*Transfert de fonds au fonds de réserve de fonctionnement des services de gestions des déchets solides*

*MOVED BY: Jacques LeBlanc*  
*SECONDED BY: Debbie Dodier*

*that the Board of Directors of the RSC #7 authorizes a transfer in the amount of \$500,000 from the Solid Waste Services' Operating Fund to the Solid Waste Services' Operating Reserve Fund.*

*MOTION CARRIED - UNANIMOUS*

**12. CONSIDERATION OF BY-LAWS/PRÉSENTATION PUBLIQUE DES RÈGLEMENTS ADMINISTRATIFS/EXAMEN DES RÈGLEMENTS ADMINISTRATIFS**

None

**13. EXECUTIVE COMMITTEE MEETING/RÉUNION DU COMITÉ EXÉCUTIF**

None

**14. IN-CAMERA/HUIS CLOS (approximately 7:43 p.m.)**

*MOVED BY: Shediac Mayor Jacques LeBlanc*  
*SECONDED BY: Dorchester Mayor Jerome Bear*

*that the meeting move to an In-Camera session.*

*MOTION CARRIED - UNANIMOUS*

Executive Director Gérard Belliveau apprised the Board Members on a legal matter.

(In-Camera session concluded.)

*MOVED BY: President Ronald Boudreau, LSD Representative*  
*SECONDED BY: President C.F. (Chuck) Steeves, LSD Representative*

*that the meeting revert to the Regular Meeting.*

*MOTION CARRIED - UNANIMOUS*

**15. NEXT MEETING/PROCHAINE RÉUNION**

**SPECIAL MEETING - Tuesday, January 7, 2014, 6:30 p.m., Moncton City Hall, 655 Main Street, Moncton/RÉUNION EXTRAORDINAIRE mardi, 7 janvier 2014 à 18h30, Hôtel de ville de Moncton, 655, rue Main, Moncton.**

**16. ADJOURNMENT/CLÔTURE DE LA SÉANCE**

Chairperson Terry Keating wished Board Members and their families a Merry Christmas and a New Year.

*MOVED BY: Hillsborough Mayor Patrick Armstrong*  
*SECONDED BY: Riverview Mayor Ann Seamans*

*to adjourn tonight's meeting.*

*MOTION CARRIED - UNANIMOUS*

The meeting adjourned at approximately 7:50 p.m.