

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

**\*MINUTES/PROCÈS-VERBAL\***

**January 28, 2014 6:30 p.m./28 janvier 2014, 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:**

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

**Board Members Absent/membres du conseil d'administration absents:**

<i>Maire/Mayor C. Dale Elliott</i>	<i>Village de/of Riverside-Albert</i>
------------------------------------	---------------------------------------

**Also Present/Également présents:**

<i>Gérard Belliveau</i>	<i>Executive Director/Directeur général</i>
<i>Nicole Rioux</i>	<i>Chief Financial Officer/Directrice des finances</i>
<i>Sébastien Doiron</i>	<i>Planning Director/Directeur de la planification</i>
<i>Gena Alderson</i>	<i>Waste Compliance Officer/Agente de conformité des déchets – Recycle SENB</i>

---

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 reported that LSD Representative C.F. (Chuck) Steeves wishes to add an item to the Agenda as item **14(b) – C. F. (Chuck) Steeves** under In-Camera matters.

MOVED BY: Sackville Mayor Robert Berry  
SECONDED BY: Riverview Mayor Ann Seamans

*to adopt tonight's agenda with the addition of item 14(b) – C. F. (Chuck) Steeves under In-Camera matters.*

*MOTION CARRIED – UNANIMOUS*

**4. ADOPTION OF MINUTES OF THE REGULAR MEETING OF NOVEMBER 26, 2013 AND THE SPECIAL MEETING OF JANUARY 7, 2014/ADOPTION DES PROCÈS-VERBAUX DE LA RÉUNION ORDINAIRE DU 26 NOVEMBRE 2013 ET DE LA RÉUNION EXTRAORDINAIRE DU 7 JANVIER 2014**

MOVED BY: Dorchester Mayor Jerome (J.J) Bear  
SECONDED BY: Hillsborough Mayor Patrick Armstrong

*that the Minutes of the Regular Meeting of November 26, 2013 and the Minutes of the Special Meeting of January 7, 2014 BE ADOPTED as presented.*

*MOTION CARRIED - UNANIMOUS*

**5. PUBLIC PRESENTATION/PRÉSENTATION PUBLIQUE**

(a) *Intranet Presentation/Présentation Intranet*

Executive Director Gérard Belliveau reported that an information package, with instructions and access codes, has been distributed to all Members this evening. Staff will be uploading material for the February 25, 2014 Board Meeting. An e-mail will be sent to all members informing them that material has been placed on the website for their review. Deputy Mayors and/or alternates will continue receiving meeting material via e-mail, as usual. Meeting material will be uploaded in two formats (PDF & TIFF).

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

(a) Finance Committee/Comité des finances

- (i) *Income Statements/État des résultats:*  
Corporate Services/Services corporatifs;  
Cooperative and Regional Planning Services/Services collaboratifs et d'aménagement régional;  
Local Planning Services; and/Services d'aménagement local; et  
Solid Waste Services/Services de gestion des déchets solides.

The income statement was presented. No questions were asked.

(b) Recycle SENB

Gena Alderson, Waste Compliance Officer – Recycle SENB, circulated results of the Education & Enforcement Campaign. Each municipality and community was given results relating to their respective areas. A graph was displayed. Ms. Alderson pointed out that no black bags are being collected. She also noted a significant reduction in contamination of Blue and Green bags.

Chairperson Keating thanked Recycle SENB staff for the great work.

(i) Notice to Tender (subject to Municipal Capital Borrowing Board approval)/*Avis d'appel d'offres (assujetti à l'approbation de la Commission des emprunts de capitaux par les municipalités):*

- Leachate Treatment System Construction – release in February – award in March/April/*Construction d'un système de traitement de lixiviats - traité en février – octroyé mars/avril;*
- HDPE (*High Density Poly Ethylene*) Liner – Supply and Installation for 2014 Landfill Cell Construction – release in February – award in March/April/*Membrane d'étanchéité PEHD (Polyéthylène haute densité) – fourniture et l'installation de la construction d'une cellule d'enfouissement 2014 – traité en février – octroyé mars/avril;*
- HDPE Pipe– Supply and Installation for 2014 Landfill Cell Construction – release in February – award in March/April/*Tuyau en PEHD - fourniture et l'installation de la construction d'une cellule d'enfouissement 2014 – traité en février – octroyé mars/avril; et/and*
- Track Type Dozer-Replacement – release in February/March/*Tracteur à chaînes–remplacement - traité en février – octroyé mars/avril.*

Executive Director Belliveau reported that the above items are subject to the approval of the Municipal Capital Borrowing Board. He noted that he will be present at the hearing in Fredericton on February 10, 2014.

(c) Local Planning/Urbanisme

(i) CRINS/*SINRC* (Canadian Radiocommunications Information and Notification Service/*Service d'information et de notification en radiocommunications canadiennes*)

Executive Director Belliveau briefly explained the benefits of partnering with this organisation. A summary report and proposed resolution(s) will be presented to Board Members at the next RSC 7 meeting in February.

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

**none**

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

Tenders closed on Monday, with six companies providing submissions.

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

**none**

**10. OTHER MATTERS/AUTRES QUESTIONS**

**(a) Correspondence/Correspondance:**

- (i) Letter from the Town of Sackville/*letter de la ville de Sackville*

Mayor Robert Berry summarized his letter. He asked that the RSC #7 Board of Directors send a letter to the Minister of Energy requesting the status of the Province's "Energy Blueprint" strategic plan. He stressed the importance of protecting the environment.

This matter was discussed at length.

It was noted that municipal officials recently met with the Minister of Energy and Mines, Hon. Craig Leonard, which proved to be a very informative.

Mayor Berry's request was supported by the membership. As requested by Shediac Mayor Jacques LeBlanc, a letter will be drafted and sent to all Board Members, via e-mail, prior to forwarding the letter to Minister Leonard. It was also requested that the Minister be invited to the next Board of Directors' meeting.

**11. RESOLUTIONS/RÉSOLUTIONS**

- (a) Leachate Treatment Pond Excavation/excavation de l'étang pour traitement de lixiviat – Award of Tender and Resolution to transfer funds from Capital Reserve/*Adjudication de soumission et résolution pour transférer les fonds du budget des immobilisations*

Executive Director Belliveau reported that Birch Hill Construction Limited, the lowest bidder, was awarded the contract for the excavation the leachate treatment pond. He informed the membership that a Notice to Tenders was sent out early in the season, resulting in a savings of approximately \$100,000.

LSD Representative C.F. (Chuck) Steeves enquired as to what type of bonds are in place for contracts. It was noted that the Public Purchasing Act is followed. General criteria for contracts will be forwarded to Board Members.

Several Board Members expressed their confidence in RSC #7 staff in taking on the task of ensuring that all contract criteria are met.

*MOVED BY: Shediac Mayor Jacques LeBlanc*  
*SECONDED BY: Memramcook Mayor Donald LeBlanc*

*that the Board approve that the contract for “Phase 1 of the Leachate Treatment System Upgrade – Pond Excavation” be awarded to Birch Hill Construction Limited for the amount of \$189,864 plus HST. The said project is to be provisionally financed by the Capital Reserve Fund until the approval of the 2014 Capital Budget by the Municipal Capital Borrowing Board.*

*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**

*MOVED BY: Shediac Mayor Jacques LeBlanc*  
*SECONDED BY: Petitcodiac Mayor Jerry Gogan*

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

*MOTION CARRIED - UNANIMOUS*

**(a) Report on meetings/Rapport sur réunions – Fredericton**

Discussion ensued.

**(b) Email from LSD Representative C.F. (Chuck) Steeves/Un courriel du Président C.F. (Chuck) Steeves, Représentant DSL**

Discussion ensued.

(In-Camera session concluded.)

*MOVED BY: LSD Representative Ronald Boudreau*  
*SECONDED BY: Communauté rurale Beaubassin-est Mayor Maryse LeBlanc*

*that the meeting revert to the Regular Meeting.*

*MOTION CARRIED - UNANIMOUS*

**15. NEXT MEETING/PROCHAINE RÉUNION**

The next meeting of the Regional Service Commission is scheduled for **Tuesday, February 25, 2014, 6:30 p.m.**, Moncton City Hall, 655 Main Street, Moncton.

*Une prochaine réunion de la Commission de services régionaux aura lieu le **mardi, 25 février 2014** à 18h30, Hôtel de ville de Moncton, 655, rue Main, Moncton.*

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

*MOVED BY: LSD Representative Ronald Boudreau  
SECONDED BY: LSD Representative Patrick Fusk*

*to adjourn tonight's meeting.*

*MOTION CARRIED – UNANIMOUS*

The meeting adjourned at approximately 7:55 p.m.