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Southeast Regional Service Commission

REGULAR MEETING

MINUTES

August 26, 2014 - 6:30 p.m

Moncton City Hall

Council Chambers

655 Main Street, Moncton

Board Members Present:

Mayor Jacques LeBlanc	Town of Shediac, Chair
Mayor Robert Berry	Town of Sackville, Vice-Chair
Mayor Yvon Lapierre	City of Dieppe
Mayor George LeBlanc	City of Moncton
Mayor Terry Keating	Village of Salisbury
Mayor Ann Seamans	Town of Riverview
Mayor Kirstin Shortt	Village of Alma
Mayor Maryse LeBlanc	Communauté rurale Beaubassin-est
Dep. Mayor Grant MacDonald	Village of Dorchester
Mayor Patrick Armstrong	Village of Hillsborough
Mayor Donald LeBlanc	Village of Memramcook
Mayor Jerry Gogan	Village of Petitcodiac
Mayor Judy Scott	Village of Port Elgin
Mayor C. Dale Elliott	Village of Riverside-Albert
Mayor Debbie Dodier	Village of Cap-Pelé
President Ronald Boudreau	LSD Representative
President C.F. (Chuck) Steeves	LSD Representative
President Patrick Fusk	LSD Representative
President Gerry Chapman	LSD Representative

Staff Present:

Gérard Belliveau	Executive Director
Nicole Rioux	Chief Financial Officer
Sébastien Doiron	Director of Planning

The meeting was called to order at approximately 6:30 p.m., with Chairperson Jacques LeBlanc presiding.

1. **RECORDING OF ATTENDANCE**
2. **CONFLICTS OF INTEREST DECLARATIONS**

none

3. ADOPTION OF THE MEETING AGENDA

MOVED BY: Dieppe Mayor Yvon Lapierre
SECONDED BY: Salisbury Mayor Terry Keating

to adopt tonight's Agenda as presented.

Chairperson Jacques LeBlanc informed Board Members that Dorchester Mayor Jerome Bear has requested, via his Deputy Mayor, that Item 10(d) - ANB/911/First Responders be postponed until the next regular Board Meeting (September 30, 2014).

The Mover and Seconded were in agreement with the amendment as follows: *that discussion of item 10 (d) item 10(d) - ANB/911/First Responders be moved to the next regular Board Meeting.*

MOTION CARRIED - UNANIMOUS

4. ADOPTION OF THE MINUTES OF THE REGULAR MEETING OF JUNE 24, 2014

MOVED BY: Cap Pelé Mayor Debbie Dodier
SECONDED BY: Communauté rurale Beaubassin-est Mayor Maryse LeBlanc

that the Minutes of the Regular Meeting of June 24, 2014 be ADOPTED as presented.

MOTION CARRIED - UNANIMOUS

5. PUBLIC PRESENTATION

none

6. REPORT ON COLLABORATIVE SERVICES ACTIVITY

none

7. COMMITTEE REPORTS

none

8. TENDERS

(a) Request for Proposal – Security Services – Solid Waste

Executive Director Gérard Belliveau gave a brief summary of the RFP memorandum. He noted that seven proposals were received. The successful company of the 3-year contract is Admiral Investigations, at a cost savings of approximately \$35,000/per year.

(b) Memo – Landfill Cell Construction Budget Update and Award: 1) Cell 14 – Installation of Clay Till Liner

Executive Director Gérard Belliveau reported that this tender will not be discussed this evening. Additional review by the Engineer is anticipated. The matter will be brought back to the Regular Board Meeting of September 30, 2014.

9. ANNUAL/DEPARTMENTAL REPORTS

none

10. OTHER MATTERS

(a) Proposed amended RSC 2015 Budget

Executive Director Gérard Belliveau reviewed the revised Budget for 2015 (Option B), noting that some adjustments were made in the Collaboration & Regional Planning Budget.

A chart depicting the planning staff structure for all 3 offices was circulated, in order to help link the budget to human resources. Local Planning staff matters were discussed at length.

The Executive Director explained that, this evening, the Board is being asked which of the two budget proposals (Initial Budget or Revised Option “B”) will be sent as the official 2015 Budget proposal to client municipalities.

(b) Initial RSC 2015 Budget

The initial RSC 2015 Budget was also included for review.

*MOVED BY: Petitcodiac Mayor Jerry Gogan
SECONDED BY: Cap Pelé Mayor Debbie Dodier*

that Budget Proposal “Option B” be the chosen as the official RSC 2015 Budget Proposal.

MOTION CARRIED - UNANIMOUS

(c) letter to Minister of Environment and Local Government re: private C & D landfill sites

Chairperson Jacques LeBlanc reported that a letter was sent to the Minister of Environment and Local Government with respect to private C & D landfill sites. He noted that a response from the Minister’s office has yet to be received.

(d) ANB/911/First Responders – Mayor J.J. Bear

This matter will be entertained at the next Regular Board Meeting (September 30, 2014), as per Mayor Bear’s request.

11. RESOLUTIONS

(a) Approval of Easement – Maritime Ontario Development – Bill Slater Drive

Executive Director Gérard Belliveau reported that the Commission has been approached by Engineers from Maritime Ontario in order to obtain a drainage easement, over SERSC owned lands, for a major land development. There were no particular concerns in giving approval for the requested drainage easement. It was noted that any costs associated with the approval of the drainage easement (surveying costs, etc.) is the responsibility of Maritime Ontario.

MOVED BY: Sackville Mayor Robert Berry
SECONDED BY: Memramcook Mayor Donald LeBlanc

Be it resolved that the Southeast Regional Service Commission grant an easement to PID #70568746 belonging to Maritime Ontario or affiliated companies for a surface storm outfall as per accompanying documentation.

Be it further resolved that the Southeast Regional Service Commission receive required legal documentation ensuring that it will not be subject to litigation by Maritime Ontario or affiliated companies relative to the said easement.

Executive Director Belliveau noted that the Resolution is in general terms and Commission lawyers will draft a detailed agreement.

MOTION CARRIED - UNANIMOUS

(b) Award of RFP – Security Services

As a result of the Board awarding the RFP for security services to Admiral Investigations, the following Resolution was made:

MOVED BY: Sackville Mayor Robert Berry
SECONDED BY: Salisbury Mayor Terry Keating

Be it resolved that the Southeast Regional Service Commission award the completed Security Services Request for Proposals to Admiral Investigations for a three (3) year term for the amount of \$222,303.09 plus HST of \$28,899.51 for a total of \$251,303.47.

Be it further resolved that the Chairman and Executive Director of the Southeast Regional Service Commission be authorized to sign applicable contracts, etc. on behalf of the Southeast RSC.

MOTION CARRIED - UNANIMOUS

(c) Award of Tender – Leachate Treatment Phase 3

No Award of Tender at this time.

(d) Forwarding of proposed 2015 Budget to member communities

As a result of the Board accepting Budget Proposal “Option B”, the following Resolution was made:

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

In conformity with section 28 of the Regional Service Delivery Act, notice is hereby given that on October 28th, 2014 at the Moncton City Hall at 6:30 p.m., the Board of the SERSC will vote on the proposed 2015 Budget as presented in the attached document.

Proposed 2015 Operating Budgets:

Cooperative & Regional Planning	\$ 113,787
Local Planning	\$ 1,753,259
Solid Waste	<u>\$ 13,630,866</u>
Total 2015 Operating Budget	<u>\$ 15,497,912</u>

The Proposed Tipping Fees are:

Institutional, Commercial and Industrial Tipping Fees	\$ 75.00/ton
Construction & Demolition Tipping Fees	\$ 25.00/ton

Members Fees:

Annual Fees per Residential Unit	\$ 56.00/Unit
Annual Fees – Transportation Program	\$ 2.00/Unit
Annual Fees – Education Program	<u>\$ 2.00/Unit</u>
Total Annual Fees per Residential Unit	<u>\$ 60.00/Unit</u>

Proposed 2015 Capital Budget:

Solid Waste	<u>\$ 4,392,000</u>
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Capital Budget Financing:

Solid Waste Operating Fund	\$ 871,000
Long Term Borrowing	<u>\$ 3,521,000</u>
Total	<u>\$ 4,392,000</u>

MOTION CARRIED – UNANIMOUS

12. CONSIDERATION OF BY-LAWS

none

13. EXECUTIVE COMMITTEE MEETING

no report

14. IN-CAMERA

MOVED BY: Salisbury Mayor Terry Keating
SECONDED BY: Dieppe Mayor Yvon Lapierre

that the meeting move to an In-Camera Session.

MOTION CARRIED - UNANIMOUS

(a) Human Resources Matter

Discussion ensued.

End of in-camera session.

MOVED BY: Dieppe Mayor Yvon Lapierre
SECONDED BY: Sackville Mayor Robert Berry

that the meeting revert to the Regular Board Meeting.

MOTION CARRIED - UNANIMOUS

15. NEXT MEETING

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

16. ADJOURNMENT

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

to adjourn tonight's meeting.

MOTION CARRIED - UNANIMOUS

The regular meeting adjourned at approximately 00 p.m.