

**SOUTHWEST NEW BRUNSWICK SERVICE COMMISSION
BOARD MEETING**

6:00 P.M., Thursday, June 22, 2017
Administration Building, Hemlock Knoll, Lawrence Station, NB

MINUTES

IN ATTENDANCE:

BOARD MEMBERS

Joyce Wright, LSD Dennis Weston
Garry Christie, LSD St. Patrick
Wade Greenlaw, LSD Dufferin
Ken Stannix, Village of McAdam
Dennis Blair, LSD McAdam / St. Croix
Winston Gamblin, Village of Harvey
Doug Naish, Town of St. Andrews
Carla Brown, LSD St. David
Heather Hatt, LSD Fundy Bay
Annette Townes, LSD St. James
James Tubbs, LSD Dumbarton
Allan MacEachern, Town of St. Stephen
Crystal Cook, Town of St. George
Terry James, Village of Blacks Harbour

STAFF

Frank Tenhave, Executive Director, SNBSC
Claudette MacLean, Secretary to the Board, SNBSC
Mark Porter, Financial Officer, SNBSC
Dan Harrington, Director of Solid Waste/Planning

MEMBERS OF THE PUBLIC

Two members of the public were present

Presenters:

Melanie Cripps, Greater Miramichi Regional Service Commission
Wilson Bell, Greater Miramichi Regional Service Commission

Call to Order

The Chairperson, Joyce Wright, called the meeting to order at approx. 6:00 p.m.

She indicated that there were 14 Board members present at the table and thus quorum was declared. A check of the conference calling system showed that there were no members in attendance via Conference Call. She also welcomed the presenters and thanked members of the public for attending.

Conflict of Interest Declarations

The Chair asked all members to declare any conflicts of interest that they may be in. No conflicts was declared.

Adoption of Agenda

The chair asked for a motion to approve the agenda for the meeting that was projected on the screen.

17-37 It was moved by A. Townes, seconded by T. James, that the agenda be accepted as presented. CARRIED.

Public Presentation

The chair then introduced the presenters to the Board, Melanie Cripps and Wilson Bell of the Miramichi Regional Service Commission, and asked them to take the floor. Melanie did the formal presentation awhile they shared answering the questions from the Board.

The presentation outlined the process through which the Miramichi RSC switched from a “blue bin” recycling system (somewhat similar to what we have) to a “curbside” recycling system. They were not the first in the province to do this but they are the most recent and they had learned from the mistakes of others. The presentation showed a financial saving to all involved in their region. While this is encouraging for our region, as they indicated, their old system and geography are not exactly the same as ours. However they are quite a rural RSC region with a population of about 37000 (as compared to our roughly 28000).

Several questions were asked by the board members, which they answered in as much detail as they could.

After the presenters had left the Board had a brief discussion of what they saw and next steps. The chair summarized the comments of the group and indicated that it was the consensus of the Board members present that the Ad Hoc Recycling Review Committee, and in particular Mark Porter, carry out an in-depth financial analysis of a curbside system similar to what Miramichi is using as compared to the cost of what we are currently doing. The members of the committee present readily accepted this direction.

Adoption of Minutes

The Chair then referred to the next agenda item which were the minutes of the last Board meeting. They had been e-mailed out prior to the meeting - and were now being projected on the screen. She indicated that all have had the opportunity to review them and thus she was looking for a motion to approve.

17-38 It was moved by G. Christie, seconded by T. James that the minutes of the May 25, 2017 Regular Board meeting is approved as circulated. CARRIED.

Business Arising from the Previous Meetings

Review of New letter sent to Min. Rousselle

The Chair moved on to the next agenda item and referred all to a letter on this item that was circulated to everyone and was up on the screen.

As per the motion 17-28, this letter was drafted to be sent to Hon. Serge Rousselle. It states the Board's disappointment in the response letter received from the Minister and it reiterates the concern over the lack of transparency on the Gas Tax Rebate Program system for LSDs as compared to how the municipalities' Gas Tax Rebates are managed.

17-39 It was moved by W. Gamblin, seconded by D. Naish that the letter to the Hon. Serge Rousselle, Minister of Environment and Local Government, be sent. CARRIED.

New Business

Review and Path forward re; the Proposed ONB/MOU initiative

After much discussion and some concerns raised about this initiative, it was decided through consensus of the Board that the memorandum of understanding would be reviewed and changed, by the Executive Director with help from a few board members, so that it is was a more balanced document and empowering to the RSC. The revised MOU document would be forwarded by the Executive Director to ONB in the interest of saving time and attempting to keep with the timelines that the Province was hoping to follow. The final proposal would be sent out to all board members in an e-mail. The response from ONB would also be relayed to the Board.

Provincial RSCs Event in Miramichi

The Chair moved on to the next agenda item and referred all to the report that was circulated to everyone and was up on the screen.

The Chair and Executive Director attended this meeting and both commented on it; There were a few success stories given by some RSCs at this workshop. Among those was one regard a curbside recycling system in the Miramichi which prompted the invitation to give the same presentation at this Board meeting. There was also an informative presentation on optimizing waste collection within the Kent region. The Kent presentation demonstrated significant cost savings that were possible when the commission took over the management of waste collection.

A professor from the Universite de Quebec (Trois Riviere), gave a presentation on community mergers. This was a timely and helpful presentation given the province's push for mergers within our province and the request for RSCs to assist in this effort. He stressed the need for

strong communications and shift in mindset toward cooperation (and away from competition between communities).

Mike McKendy spoke next on his report, "Improving the Regional Service Commissions in New Brunswick". This report was sent out to all board members in advanced of this meeting. He did a quick review of each of the 30 recommendations within his report. Those recommendations could be broken down into 3 rough groupings; about a third were things that needed to be done by the provincial government (legislative and regulatory changes), a third were things that were pretty much in the RSCs court to pursue, and about a third were a combination of the two with a few other wrinkles thrown in. Mr. McKendy answered questions from the attendees.

Tony Weber gave the final presentation, the government's response and action plan regarding the Mike McKendy report. There was much disappointment in this presentation. The general expectation among all present at the workshop was that this presentation would address the substance of the recommendations and what if anything the government might do in response to them. Instead the presentation was entirely on process rather than actions. It was a check list of meetings, committees, prioritization of the recommendations, and on and on. It was the opinion of both that this time-consuming approach was all designed to ensure that nothing of substance was done by government before the next election, if then.

Possible letter of support to Search and Rescue applic. For Gov. Funding

The Chair moved on to the next agenda which was circulated to everyone and projected up on the screen. Jim Tubbs was asked to speak on this item.

Jim outlined what the Charlotte County Search and Rescue does and is capable of doing. He indicated that there were a number of reasons to believe that the reliance on this service would grow in the near future (nature-based, experiential tourism, and so on.). The need to plan for this today is great to ensure that they were as prepared and effective as possible. With that as background he indicated that the Charlotte County Search and Rescue group is asking the Board for a letter of moral support from this commission for funding to do a River, Shoreline & Trail Response Plan. If approved, this funding would be coming from a branch of the Federal government. This plan would assist with inventory of equipment, trails, shorelines, training for the volunteers and education programs.

17-40 It was moved by T. James, seconded by W. Greenlaw that a letter of moral support be sent to the federal government on behalf of the Charlotte County Search and Rescue. CARRIED.

Information Item; "Becca Schofield Day" letter

The Chair moved on to the next agenda item and referred all to a letter on this item that was circulated to everyone and was up on the screen.

She indicated that this is just an information letter for the board members requesting that municipalities designate the 3rd Saturday in September of each year as Becca Schofield Day and encourage their constituents to perform “random acts of kindness” on that day. After a brief discussion, the chair asked each Board member to take the letter back to their respective constituencies and consider the request on an individual municipality basis.

Committee and Staff Reports

Ad-Hoc Recycling Review Committee Report

The Chair then moved to the next agenda item and asked Wade Greenlaw to give this report. Wade read the report that was circulated to each member and projected on the screen. This committee felt the best option was still the \$6.00/tonne to the tipping fee. However, this option would be delayed until the year 2020 while other recycling options were given greater consideration. Wade also explained to the Board the risks involved in delaying the option until 2020. During the discussion in which a concern was raised, it was indicated that the 2020 date was not a hard number and that the Board could change its mind at any time i.e. it could via a motion, change or rescind this motion at any time.

17-41 It was moved by W. Greenlaw, seconded by K. Stannix that the motion made at the May 25, 2017 board meeting be rescinded pending further investigation by the Ad-hoc recycling review committee on the options presented tonight and other options on the table. CARRIED

Joint Finance and Audit /Technical Advisory Committee Report

The chair moved on the next report and turned the floor over to Winston Gamblin, Chair of the Finance and Audit and the Technical Advisory Committee. He gave this report that was emailed out prior to the meeting and was being projected on the screen. This meeting was held by jointly because of the technical and financial implications of the proposed new leachate treatment system. The next step of this project would be to seek board approval for the detailed design phase of the engineering to be carried out. This was the step needed to provide more accurate information for the Board to consider before the Board would make the decision to apply for the “Approval to Construct” from the Department of Environment and Local Government.

17-42 It was moved by W. Gamblin, seconded by J. Tubbs that the commission approve staff proceeding with the detailed design process of the proposed Leachate Treatment project. CARRIED.

Winston then asked Dan Harrington, Director of Solid Waste/Planning and Mark Porter, Financial Officer, to give their PowerPoint presentation to the board members that outline the technical and financial information that was shared at the joint meeting. This presentation contained more detailed financial information that what had been presented to the Board in the past.

Regular Financial Report

The Chair then asked Mark Porter to give a brief outline of the monthly financial reports, which had been circulated prior to this meeting and are displayed on the screen. Mark provided his usual report indicating that all was tracked closely to the budget with the usual seasonal variations on tonnage and other activities taking place as they normally do.

Executive Directors Report

Executive Director, F. Tenhave gave a brief overview of his report that was projected on the screen. He skipped over the usual statistics from Solid Waste and Planning to focus on a change to the way information was circulated to the Board. In summary, the Board would now be receiving its e-mailed Board information “package” on the Friday before the Board meeting – all in one e-mail and in PDF. This will allow people more time to read all the documents but does pressure committees to get their reports into the ED faster than in the past. This Friday e-mail-out is planned to be the FINAL package however in the early going it may be possible to add “late” reports to the agenda, if pressing issues must be dealt with, when the agenda is dealt with at the beginning of Board meetings.

Report on Collaborative Activity

Recreation Planning Committee Report

The Chair then moved to the next agenda item and asked Heather Hatt, vice-chair of the Recreation Planning Committee to take the floor. Heather referred all to the Recreation Planning Committee Report that all had received prior to the meeting and to the report showing up on the screen. The committee is still waiting on word from the government on funding for the Regional Recreation Masterplan. A letter of support for the Trail Project had been sent to Poul Jorgensen. Once all funding has come through the application to Tourism, Heritage and Culture would be submitted. The next item was finding individuals to sit on the Steering Group for the Masterplan Project. These individuals should be in place so as soon as the RFP is complete and the winning consultant is engaged so that the consultants can start working with this Steering Group almost immediately. Once this masterplan is completed it would be used as a guide for managing recreation in general across the region. She noted that while not in the report, as it was written before this happened, the \$45,000.00 from Tourism, Heritage and Culture has been approved for this masterplan project and it had already been received by the commission.

Date, Time and Location of Next Board Meeting:

17-43 It was moved by G. Christie, seconded by A. Townes that there will be no regular board meeting in July 2017. CARRIED.

Also, discussed was different locations for the regular board meetings. To hold these meetings in various locations in the region (and the 3 suggested locations (the Harvey-McAdam area, the St. George area and the St. Stephen area) put forward), there must be telephone line and high-speed internet at the location selected. These are required for teleconference capability of Board members and the use of our new paperless Board meetings which requires a high-speed internet connection.

17-44 It was moved by G. Christie, seconded by W. Greenlaw that the board try different location for the regular board meeting in September, for a trail run. CARRIED.

With that the chair encouraged those from the 3 areas suggested for the meetings to research locations within their area that have easily accessible telephone connections and high-speed internet connections, and to bring this information with them to the next Board meeting when the location of the September Board meeting would be decided.

Though a discussion and consensus of the Board, it was decided that a Board & Staff BBQ will be held on August 24th, 2017 at 4:30 pm at the Hemlock Knoll, Administrative building, for all board members and staff. As in the past, tours of the solid waste facility would be available to Board members, Alternates, non-Board committee members, etc.

The chair indicated that the next regularly scheduled Board meeting of the Southwest New Brunswick Service Commission will be;

6:00 PM Thursday, August 24, 2017 in the Conference Room of the Administration Building, SNBSC Solid Waste Division, Hemlock Knoll, Lawrence Station. NB.

Question & Answer Period with Public in Attendance

No questions was asked.

Adjournment

It was moved by W. Greenlaw that the meeting adjourn (at approx. 8:06 p.m.)