



**Regular Monthly Meeting
December 2018**

Minutes of the meeting of the Board of Directors of Fundy Regional Service Commission held on Monday, December 10, 2018, at 10 Crane Mountain, Saint John.

1. Call to Order

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

2. Record of Attendance

Gary Clark, Chairperson
Glen Baxter, Vice Chairperson
Bette Ann Chatterton, Mayor, St. Martins
Don Darling, Mayor, Saint John (absent)
Grace Losier, Mayor, Grand Bay-Westfield (absent)
Nancy Grant, Mayor, Rothesay (absent)
Brenda Rathburn, Local Service District Representative
Jim Bedford, Local Service District Representative
Cindy MacCready, Local Service Representative alternate

OTHERS

Marc MacLeod, Executive Director, FRSC
Louise Lukeman, Recording Secretary, FRSC
Terry Keating, Dept. of Environment & Local Gov't
Nick Cameron, Recreation Facilitator, FRSC
Marco Sivitilli, P.Eng, Gemtec
Jennifer Hachey, B.SC, Gemtec

3. Approval of Order of Business

The Chairperson asked for approval of the agenda

Motion: To approve the December 10, 2018 agenda as presented.

Moved: Director Baxter
Seconded: Director Bedford
Vote: Motion Carried

4. Disclosure of Conflict of Interest

None

5. Approval of the Minutes

Motion: To approve the October 22, 2018 minutes as circulated.

Moved: Director Baxter
Seconded: Director Bedford
Vote: Motion Carried

Motion: To approve the November 26, 2018 minutes as circulated.

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

6. Building and Planning Report

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

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

7. Tender

7. a) Backhoe

Executive Director MacLeod recommended the purchase of the Toromont CAT as they were the only bid that could meet the delivery date of the tender. The current 2009 CAT 420 IT has been out of commission for over 2 ½ months and the machine is needed for daily operations. None of the bids met all of the specifications set out in the Tender, but CAT was minor noncompliance for only 2 items.

Motion: To approve the purchase of the Toromont CAT 2018 CAT 420F2/IT for \$139,875.00

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

7.b) Leachate Hauling

Supply of Standby Collection and Haulage of leachate Tender 2018-05 was discussed with a recommendation of low bidder, Galbraith Construction.

Motion: To award the tender for Leachate Hauling 2018-05 to Galbraith Construction Ltd for \$6.30 per metric tonne.

Moved: Director Baxter
Seconded: Director Bedford
Vote: Motion Carried

7.c) Supply of Aggregate

Supply of Aggregate Tender 2018-06 bids with a recommendation to the lowest bidder, Quality Aggregates Inc.

Motion: To award the tender for Supply of Aggregate 2018-06 to Quality Aggregates Inc. for \$7.15 for both medium and coarse aggregate.

Moved: Director Baxter
Seconded: Director Bedford
Vote: Motion Carried

8. Finance

8.a) Q3 Financials

The Q3 financials were presented showing a favourable variance of \$400,000, of which \$300,000 was from the landfill and flood debris revenue.

Motion: To receive and file the financial report as presented by Executive Director MacLeod

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

8.b) Year End Motions

Motion: To approve transfer of \$25,000 from the Solid Waste Services Operating Fund to the Solid Waste Services Capital Reserve Fund as per the 2017 budget in accordance with the Project No. 27900 – Canada-New Brunswick Building Canada Fund (BCF)- Communities Component agreement.

This motion is a requirement of the BCF agreement which funded the construction of the Material Recovery Facility (MRF). The agreement requires the deposit for 10 successive years without a withdrawal.

Moved: Director Baxter
Seconded: Director Chatterton

Vote: Motion Carried

Motion: To approve transfer of \$10,000 from the Local Planning Services Operating Fund to the Local Planning Services Operating Reserve Fund.

Local Planning has a projected surplus at year end. There is indication that there will be a legal challenge made on a PRAC decision in 2018 and the money would be set targeted for any legal costs in 2019 that exceeded the annual budget. By transferring to the Operating Reserve, it will make the money available in 2019, mitigating impact on that budget as opposed to carrying surplus into 2020.

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

Motion: To approve transfer of \$40,000 from the Solid Waste Services Operating Fund to the Solid Waste Services Capital Reserve Fund.

There were two capital expenses from the operating budget that were not executed in 2018 that were in the capital plan. One dumpster (\$10k) for the public drop off and landfill gas system engineering and drilling (\$30k of \$75k) were not fully executed due to supply issues and spring flooding. The capital reserve allows money to be spent on capital projects only and is expected to be spent on the same projects.

Moved: Director Baxter
Seconded: Director Bedford
Vote: Motion Carried

Motion: To approve transfer of \$11,000 from the Solid Waste Services Operating Fund to the Solid Waste Services Operating Reserve Fund.

Paving (\$11k) repairs to the entrance were not completed in 2018 due to vendor issues. Planning to spend the same money on this project in 2019 by transferring to the operating reserve so as not to be applied to the 2019 operations budget.

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

9. RSC Year End Update

For the year end update, Executive Director MacLeod discussed the impact of the flood debris on delaying the capping schedule for cells 6 and 7. Also discussed were the stages of the 2018 capital projects and initiatives by the commission including the 'secure load' procedure enacted at the scale house. It was also suspected the year would end in a surplus, however, some of the monies would offset the planned borrowing for cell 8 construction.

10. EIA Registration - Gemtec

Marco Sivitilli and Jennifer Hachey from Gemtec presented an overview on the Environmental Impact Assessment (EIA) mainly on:

- Need for the undertaking
- The engineering assessment of the EIA
- Environmental Components
- Timeline and the next steps

Motion: To receive and file the report as presented

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

11. Ice Strategy

Nick Cameron presented an update on the Ice Strategy including a summary of the meetings attended and groups communicated to as per the directive of the Commission. This also included the next steps in the process.

Motion: To receive and file the report as presented

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

Chairperson Clark called for a motion to adjourn.

Motion: To adjourn the meeting at am.

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

APPROVED (date) _____



 Gary Clark, Chairperson

for 

 Louise Lukeman, Recording Secretary