



**Regular Monthly Meeting
December 21, 2020**

Minutes of the meeting of the Board of Directors of Fundy Regional Service Commission held on Monday, December 21, 2020, at 10 Crane Mountain Rd., Saint John NB.

1. Call to Order

The Board Chairperson, Nancy Grant, called the regular board meeting to order at 11:12 a.m. noting that all COVID-19 regulations have been followed including physical distancing and the use of masks.

2. Record of Attendance

| | |
|-----------------------|---|
| Nancy Grant | Chairperson |
| Jim Bedford | Vice Chairperson |
| Bette Anne Chatterton | Mayor, St. Martins |
| Shirley McAlary | Deputy Mayor, Saint John |
| Grace Losier | Mayor, Grand Bay-Westfield |
| Gary Clark | Mayor, Quispamsis |
| Cindy MacCready | Local Service District Representative (Alternate) |
| Brenda Rathburn | Local Service District Representative |
| John Cairns | Local Service District Representative |

Absent

OTHERS

Marc MacLeod, Executive Director, FRSC
Alicia Raynes, Recording Secretary, FRSC
Brenda MacCallum – Public Relations & Program Development Officer, FRSC
Nick Cameron, Assistant Development Officer, FRSC

3. Approval of the Order of Business

The Chairperson asked for approval of the Order of Business

Motion: To approve the December 21, 2020 Agenda as presented with the addition of number seven (7) e, "Land Acquisition Options – New Option" moved from closed session.

Moved: Director Clark
Seconded: Director McAlary

Vote: *Motion Carried*

4. Disclosure of Conflict of Interest

Director MacCready expressed a conflict of interest regarding number seven (7) c. Chairperson Grant advised that Director MacCready would be excused from the meeting during the discussion surrounding "Community Projects – 2020 Fund Carryover CMEI".

5. Approval of the Minutes

Motion: To approve the November 23, 2020 minutes as presented.

Moved: Director McAlary
Seconded: Director Clark
Vote: *Motion Carried*

6. Planning – Building Inspection – November 2020

Nick Cameron, Assistant Development Officer, FRSC, presented the November, 2020 Report for Building, Development & Planning for the Village of St. Martins & FRSC Rural areas. Year-to-date total estimated cost of construction at the end of November, 2020 was \$15,631,360 compared to 2019 which was \$10,098,000.

Motion: To receive and file the November, 2020 Monthly Report as presented.

Moved: Director Clark
Seconded: Director Rathburn
Vote: *Motion Carried*

7. Finance

a. Tender 2020-03 Leachate

Executive Director MacLeod noted that this tender is the annual contract for supply of standby collection and haulage of leachate.

Motion: To award the contract for supply of standby collection and haulage of leachate to the lowest price bid of \$6.25 per metric tonne from Keel Construction Ltd.

Moved: Director Losier
Seconded: Director McAlary
Vote: *Motion Carried*

b. Tender 2020-04 Aggregate

Executive Director MacLeod noted that this is the annual contract for supply of aggregate material. Two (2) of the bids received were for \$7.10 per metric tonne. Currently, the FRSC does not have a procedure in place for bids with the same dollar value. The FRSC has contacted both the Province of New Brunswick as well as legal counsel to determine the proper procedure when awarding equal tenders. The Executive Director felt that a decision would have to be based on a transparent, fair and logical process approved by the board. It was noted that both companies being considered have provided excellent work for the FRSC in the past.

Executive Director MacLeod explained that the FRSC is recommending Keel Construction Ltd. as the successful bidder as they are located in the host community and there would be less environmental footprint due to their PID being located closer to the Crane Mountain Landfill.

Motion: To award the contract for supply of aggregate material to Keel Construction Ltd. for a price of \$7.10 per metric tonne, pending reply from the Province of New Brunswick.

Moved: Director Losier
Seconded: Director Bedford
Vote: *Motion Carried*

c. Community Projects – 2020 Fundy Carryover CMEI

Chairperson Grant excused Director MacCready from the meeting due to a conflict of interest. A brief background was provided regarding the unused 2020 Community Grants.

It was explained that at the September, 2020 Commission meeting, special permission was given to the Westfield School to carry their grant totaling \$20296.32 to 2021. Since that time, the Martinon Community Centre has also requested permission to carry their 2020 grant totaling \$5000 to 2021 as the project was not able to be completed due to difficulties arising from the COVID-19 pandemic. The total amount from 2020 Community Grants to be added to 2021 is \$25,296.32.

Motion: The Commission authorize that the community grants for 2021 be increased by a total of \$25,296.32 to fund the Westfield 2020 project grant in the amount of \$20,296.32 and the Martinon 2020 project grant in the amount of \$5000 to be funded from operating fund surplus in 2021 or the operating reserve fund.

Moved: Director Clark
Seconded: Director McAlary
Vote: *Motion Carried*

d. Year End Motions

a) Building Canada Fund

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 2020 budget in accordance with the Project No. 27900 – Canada-New Brunswick Building Canada Fund (BCF) – Communities Component agreement.

Moved: Director McAlary
Seconded: Director Clark
Vote: *Motion Carried*

b) Generating Facility Capital Reserve Fund

Executive Director MacLeod explained that because the generation facility is a separate department, it would require a separate Capital Reserve Fund.

Motion: To establish a Generation Facility Capital Reserve Fund and to approve the transfer of \$42,000 from the Generating Facility Services Operating Fund to the Generating Facility Capital Reserve Fund.

Moved: Director Losier
Seconded: Director Rathburn
Vote: *Motion Carried*

c) Solid Waste Services Capital Reserve Fund

Motion: To approve transfer of \$200,000 from the Solid Waste Services Operating Fund to the Solid Waste Services Capital Reserve Fund.

Moved: Director Clark
Seconded: Director McAlary
Vote: *Motion Carried*

e. Land Acquisition Options – New Option

Executive Director MacLeod provided an update on the status of the EIA and purchase agreement. It was explained that the purchase option on the clay pit and quarry was not extended by the owner. They are requesting further negotiation.

Motion: To exercise the option to enter into a new purchase agreement at a cost not to exceed \$10,000 to be funded from the operational surplus.

Moved: Director Losier
Seconded: Director McAlary
Vote: *Motion Carried*

8. Plastic Bags – Brenda MacCallum

Brenda MacCallum, Public Relations & Program Development Officer, FRSC provided an update on the plastic bag by-law. It was explained that based on feedback from stakeholders, there are some minor changes being recommended to the proposed bylaw.

Ms. MacCallum further explained that the Retail Council originally stated that the FRSC should align with what other provinces are doing with regards to the plastic bag ban bylaw. At the time, they were charging a fee for paper bags. However, Restaurants Canada feels that this poses an operational challenge to drive thrus. It was also explained that PEI has since amended their by-law to remove the paper bag fee for drive thrus.

It is recommended that the FRSC should remove the fee on paper bags in the proposed bylaw. The implementation date of July 1, 2021 will remain the same and businesses will be allowed a grace period from the date of enactment to November 1, 2021 to use their existing stock of plastic bags.

Motion: That the FRSC send a letter to municipalities regarding the modification to the plastic checkout bag ban bylaw to remove the reference to charge for paper bags with the implementation date to remain June 30, 2021.

Moved: Director Clark
Seconded: Director Losier
Vote: *Motion Carried*

Motion: To amend the main motion by adding “and to communicate to the Province the urgency regarding this issue and the need for continuity across the province”.

Moved: Director Clark
Seconded: Director Losier
Vote: *Motion Carried*

Director MacLeod was asked to communicate this to the other RSC’s for their consideration.

Chairperson Grant called for a motion to adjourn.

Motion: To adjourn the meeting at 11:50 am.

Moved: Director Losier
Seconded: Director MacCready
Vote: *Motion Carried*

APPROVED (date) Feb 10, 2021


Nancy Grant, Chairperson


Alicia Raynes, Recording Secretary