



**Special Monthly Meeting**

**March 13, 2023**

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Minutes of the meeting of the Board of Directors of Fundy Regional Service Commission held on Monday, March 13, 2023, at 10 Crane Mountain Rd, Saint John, NB via Microsoft Teams.

**1. Call to Order**

The Board Chairperson, Libby O’Hara, called the meeting to order at 10:04 a.m.

**2. Record of Attendance**

Libby O’Hara	Chairperson
Jim Bedford	Vice Chairperson
John MacKenzie	Deputy Mayor, Saint John
Nancy Grant	Mayor, Rothesay
Brittany Merrifield	Mayor, Grand Bay-Westfield
Robert Doucet	Mayor, Hampton
Ray Riddell	Fundy Rural District Representative

**Absent**

**OTHERS**

Phil Ouellette, Chief Executive Officer, FRSC

Marc MacLeod, General Manager, FRSC

Alicia Raynes, Recording Secretary, FRSC

**3. Approval of the Order of Business**

The Chairperson asked for approval of the Order of Business

**Motion:** To approve the March 13, 2023 Agenda as presented.

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

**4. Disclosure of Conflict of Interest**

None

## 5. MCBB Application - 2023

CEO Ouellette, FRSC, explained that the purpose for this special meeting is to acquire approval to submit an application to the Municipal Capital Borrowing Board for proposed borrowing to finance capital expenditures which is a standard approach.

Marc MacLeod, General Manager, FRSC, presented the report on the 2023 Municipal Capital Borrowing Board Application. It was explained that the approved 2023 capital budget plan includes \$1,639,000 in long term borrowing. However, changes in the immediate business environment discussed at the February 27, 2023 FRSC Board meeting require a revised capital plan for 2023.

The details of the changes in the immediate business environment were discussed in detail. It was explained that the revised capital plan for 2023 results in an overall reduction of borrowing from \$1,639,000 to \$1,210,000, which is achieved through use of the capital reserve and operating reserve to fund capital as opposed to borrowing. Additionally, it was explained that the new plan allows for the expansion of projects to include a flare refurbishment for odour control, and to support landfill gas well installation in the spring of 2023, depending on drill rig availability.

Mr. MacLeod explained that the MCBB requires a 45-day notice period to all Board stakeholders. The Commission is proceeding with this notice of intent to borrow to meet the May 3, 2023 application deadline for the June 12, 2023 MCBB hearing. It was explained that it should be noted that the five-year capital plan are estimates based on a variety of assumptions, and the FRSC Board still maintains the ability to approve an operating and capital budget each year. It was explained that the projections are the proposed future direction at this current point-in-time only, and the Board must pass resolutions for actual tender approvals, debenture issues, future operating and capital budgets and tipping rates.

The Capital Invest Plan from 2023 to 2027 was provided, as was the 2023 borrowing projections for solid waste.

**Motion:** To approve the revised funding estimates and sources for the 2023 capital budget, including the addition of flare refurbishment, as outlined in the March 13, 2023 FRSC Board report.

Moved: Director MacKenzie  
Seconded: Director Grant  
Vote: *Motion Carried*

**Motion:** Be it resolved that, in accordance with Section 28 of the Regional Service Delivery Act, the Fundy Regional Service Commission intends to submit an application to the Municipal Capital Borrowing Board for authorization to borrow for a capital expense for the following purposes, amounts and terms:

- a. Purpose: Environmental Health Services (General).
- b. Amount: \$1,210,000.
- c. Term: \$1,210,000 for a term not to exceed 5 years.
- d. Direct the CEO to send a written notice of the vote, proposed borrowing, budget projections and the impact on future rates as attached to all members that are local governments and to the Minister at least 45 days before the vote.

Moved: Director Merrifield  
Seconded: Director Doucet  
Vote: *Motion Carried*

Director MacKenzie left the meeting at 10:23am.

Concerns were expressed about the ability to deal with odour issue complaints at the Landfill moving forward. It was explained that both the flare and the generator are now operating which should help alleviate this issue. Additionally, it was explained that the biggest issue now is getting new gas wells drilled which is planned to occur in the spring of 2023, depending on drill rig availability. The FRSC is also exploring the possibility of acquiring a piece of used equipment to be able to drill wells without the use of a third party.

Chairperson O'Hara called for a motion to adjourn.

**Motion:** To adjourn the meeting at 10:24 a.m.

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

APPROVED (date) March 23, 2023

Libby O'Hara  
Libby O'Hara, Chairperson

Alicia Raynes  
Alicia Raynes, Recording Secretary