



RSC 12 Solid Waste Committee

Meeting of November 25, 2015, 5:30 p.m.

650 Main Street, Unit #4, Woodstock

Attendance:

Craig Melanson (Chair)
Jim Kennedy
Keith Helmuth
Joe Weston
Leonard Foster
Katelyn Hayden (Planning Director)

Regrets: Luc Marcoux

Call to Order: Meeting called to order at 5:30p.m. by the Chair.

Agenda: It was moved by Joe Weston and seconded by Leonard Foster the agenda be approved.

MOTION CARRIED

Approval of Minutes: It was moved by Jim Kennedy and seconded by Joe Weston the minutes of the June 16, 2015 Waste Committee be approved as circulated.

MOTION CARRIED

Conflict of Interest Declaration: None

Business Arising:

- **Curbside Recycling**
 - At the October 20th, 2015 Meeting of the WVRSC Board of Directors, Yanick Sirois made a presentation regarding curbside recycling. As a result of the information presented, the Board made the following motion “to direct the Solid Waste Committee to work with staff, contractors and Yanick Sirois to further study the possibility of implementing a curbside recycling program within the Western Valley Regional Service Commission.”
 - Katelyn Hayden suggested perhaps a better understanding of the current waste and recycling systems, and a summary of potential concerns with respect to curbside recycling would be a good place for the committee to begin. The committee members agreed before making suggestions on changes, an accurate understanding of the current system is crucial. Therefore, Katelyn will prepare a background report containing information on waste collection systems, volumes of



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waste, volumes of recyclables, difference between York/Carleton and Victoria Country collection, forecasted volumes and estimated costs for the committee to review at the next meeting, at which time a work plan will be developed.

New Business:

- **Recycling Depot Locations:**

- **Canterbury Recycling Bin:**

The Village of Canterbury has requested WVRSC pay \$800 for snow removal at the Canterbury recycling depot. The committee reviewed a list of depot locations, and which locations had agreements in place where WVRSC pay for snow removal. It was noted this request was submitted after the adoption of the 2016 budget, therefore there were no funds budgeted for snow removal for the depot in question. Committee members felt that if snow removal was provided to this bin, each municipality would seek the same financial support. The committee also noted there is a new collection system under review and the depot may not be required at that site in the future.

The following motion was made by Joe Weston and seconded by Keith Helmuth:

BE IT RESOLVED that staff draft a letter to the Village of Canterbury advising that WVRSC is unable to provide snow removal funding for the 2015/2016 season. The letter shall further note that an alternate method of recycling collection is currently under review and should it be deemed impracticable, this request could be revisited, if required, by the committee for a future budget year.

Carried Unanimously

- **Chapel Street Recycling Bin:**

The committee discussed the Chapel Street recycling bin, and no determination was made on the future status of the bin.



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○ **Houlton Street Recycling Bin:**

The committee discussed the Houlton Street recycling bin location, it was determined that the bin should be placed centrally on the property to afford better access to the disposal slots. Katelyn advised Cooks Construction would be contracted for snow removal at this location, as they were the previous contractor and also perform this service at two other locations and the committee agreed.

● **2015 Environmental Trust Fund**

○ Household Hazardous Waste Days:

- Funding of \$15,000 was granted through ETF
- Collection & disposal of Hazardous Waste \$30,618
- Collection & disposal of Electronic Waste \$1,837
- Final invoices for waste disposal, promotion and other associated costs are still outstanding, but a final cost summary will be available in the new year.
- Overall the events were well attended. NWRSC has indicated they are no longer able to provide the service, therefore, staff will explore alternatives.

○ School Paper Recycling Program:

- Funding of \$6,000 was granted through ETF
- 5 paper recycling bins were purchased at a cost of \$10,932 (\$1,650/bin + freight & tax)
- Project expanded from 4 schools to 5 (Perth-Andover, Florenceville, Hartland, Canterbury, and Meduxnekeag Consolidated School)

● **2016 Environmental Trust Fund**

○ Katelyn asked committee members if there were any initiatives they would like to explore for the 2016 ETF applications. The following were suggested:

- Household Hazardous Waste
- Education program – partner with another RSC or contract to provide a program to our local schools



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- **ProForma Financial Statements**

- The committee reviewed ProForma Financial Statements prepared by Joan Kennedy. These figures are estimates based on historic figures, and therefore are subject to change when actual figures become available.
- Katelyn explained the Regional Service Delivery regulation states the RSC is only able to have a total operating reserve equal to 5% of the previous year's budget for this fund. Therefore, the solid waste fund will only be able to add approximately \$13,000 to the operating reserve. There is no such regulation for the capital reserve.

The following motion was made by Leonard Foster and seconded by Joe Weston:

BE IT RESOLVED that the Solid Waste Committee recommend to the Finance Committee that a total of \$13,672 be contributed to the Solid Waste Operating Reserve Fund, and the balance of the surplus amount be contributed to the Solid Waste Capital Reserve Fund.

Carried Unanimously

- **Financial Statement Reporting Accounts**

- Currently the Province of New Brunswick requires we budget and report our solid waste figures under the following 3 categories: Residential, ICI, & First Nations. The former Valley Solid Waste Commission presented their financials to the board by County. Staff would request, if acceptable to the committee, that the financial reports to the Committee and Board of Directors follow the Provincial reporting requirements (residential, ICI, & First Nations). The information broken down by county would continue to be available to the committee by request.

The following motion was made by Jim Kennedy and seconded by Keith Helmuth:

BE IT RESOLVED that the Solid Waste Committee recommend to the Finance Committee that the Solid Waste Financials be structured to follow the Provincial budgeting and reporting requirements, showing breakdowns by Residential, ICI, & First Nations.

Carried Unanimously



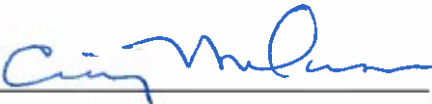
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Next Meeting: Thursday January 14th, 2016, 6:00 p.m. at the Woodstock office.

It was moved by Joe Weston to adjourn the meeting at 6:30 p.m.

X 

Craig Melanson, Chair