



Board of Directors Meeting Minutes
August 16, 2018

In Attendance:

Elaine English, **Chair**, Mayor, Canterbury
Brent Pearson, LSD, Glassville
Carl Rattray, LSD, Lakeville
Ed Stone, Upper & Lower Northampton
Joseph Trevors, LSD, Peel
Leonard Foster, LSD, North Lake
Michael Stewart, Mayor, Centreville
Stephen Manuel, Vice-Chair, LSD, Canterbury

Alexis Fenner, Mayor, Plaster Rock
Brian Hayden, LSD, Woodstock
Dale Patterson, Deputy-Mayor, Meductic
Gailen Allan, LSD, Aberdeen
Karl Curtis, Mayor, Florenceville-Bristol
Lucas Flemming, LSD, Debec
Sheila Cummings, Deputy-Mayor, Perth-Andover
Tena Pelkey, LSD, Brighton
Troy Stone, Secretary, Mayor, Bath

Regrets:

Arthur Slipp, Mayor, Woodstock
Darrin Foster, Mayor, Hartland
Lance Graham, Mayor, Meductic
Marianne Bell, Mayor, Perth Andover

Absent:

Marven Demmings, Mayor, Aroostook

Staff In Attendance:

Frank Tenhave, Acting Executive Director
Joan Kennedy, Financial Administrator
Bev Gullison, Office Administrator

Meeting was called to order by Chair of the Board, Elaine English at 6:30 p.m.

Approval of Agenda:

Motion: To approve the Agenda of the August 16, 2018 meeting.
Moved: Alexis Fenner
Seconded: Stephen Manuel
Carried

The new Local Service District representatives were welcomed to the Board by the Chair and introductions of existing Board members followed.

Declaration of Conflict of Interest:

None

Approval of Minutes:

Motion: To approve the minutes of the June 21, 2018 meeting.
Moved: Alexis Fenner
Seconded: Sheila Cummings
Carried



Presentations:

None

Business Arising:

Nominating Committee Report

Brian Hayden, Chair of the Nominating Committee, presented the Nominating Committee report as recommended by the Nominating committee members, and discussed prior to the meeting with each recommended committee member. Brian advised their goal was to provide a 50% representation between Local Service Districts and Municipalities and confirmed that Elaine English has agreed to remain as Chair of the Board.

Member selections were read as listed below:

WVRSC Executive

Chair - Elaine English - Mayor, Canterbury
Vice-Chair - Stephen Manuel, LSD, Canterbury
Secretary-Treasurer - Troy Stone - Mayor, Bath

Brian asked three times if there were any further nominations for the position of the Executive Committee

Moved by Gailen Allen to cease nominations
Executive Committee Declared

Solid Waste Committee Members

Elaine English - Mayor, Canterbury - CHAIR
Carl Rattray - LSD, Lakeville
Darrin Foster - Mayor, Hartland
Leonard Foster - LSD, North Lake
Luc Marcoux – member at large
Joseph Weston – member at large
Jim Kennedy– member at large
Keith Helmuth– member at large

Brian asked three times if there were any further nominations for Solid Waste Committee members

Moved by Gailen Allen to cease nominations
Solid Waste Committee members declared

Recreation Committee Members

Brian Hayden – LSD, Woodstock - CHAIR
Brent Pearson - LSD, Glassville
Darrin Foster - Mayor, Hartland
Elaine English - Mayor, Canterbury
Joe Trevors - LSD, Peel
Luke Flemming - LSD, Debec
Marianne Bell - Mayor, Perth-Andover
Chris Stacey
Kent Kuhn

Brian asked three times if there were any further nominations for Recreation Committee members



Moved by Gailen Allen to cease nominations
Recreation Committee members declared

Policing Committee Members

Stephen Manuel - LSD, Canterbury - CHAIR
Alexis Fenner - Mayor, Plaster Rock
Arthur Slipp - Mayor, Woodstock
Brian Hayden - LSD, Woodstock
Ed Stone - LSD - Lower & Upper Northampton
Elaine English - Mayor, Canterbury
Gailen Allen - LSD, Aberdeen
Michael Stewart - Mayor, Centreville

Brian asked three times if there were any further nominations for Policing Committee members

Moved by Gailen Allen to cease nominations
Policing Committee members declared

Oversight Committee Members

Elaine English - Mayor, Canterbury - CHAIR
Arthur Slipp - Mayor, Woodstock
Brent Pearson - LSD, Glassville
Tina Pelkey - LSD, Brighton

Brian asked three times if there were any further nominations for Oversight Committee members

Moved by Gailen Allen to cease nominations
Oversight Committee members declared

Finance Committee Members

Troy Stone - Mayor, Bath - CHAIR
Elaine English - Mayor, Canterbury
Karl Curtis - Mayor, Florenceville-Bristol
Stephen Manuel - LSD, Canterbury
Tina Pelkey - LSD, Brighton

Brian asked three times if there were any further nominations for Finance Committee members

Moved by Gailen Allen to cease nominations
Finance Committee members declared

Motion: To .accept the Nominating Committee report as presented
Moved: Joe Trevors
Seconded: Leonard Foster
Motion unanimously carried



Meeting with Meductic Council re Recycling Update

Elaine English provided an update of a meeting held with the Village of Meductic regarding their concerns raised with the curbside recycling program and attempts to answer their questions were made with the information that is currently available, as the recycling program is a new program and all of the requested data is not yet available. Frank Tenhave advised during this meeting the reasons a decision was made to implement the curbside recycling program were summarized.

Dale Patterson stated that the Meductic Council had a sense of frustration, as they believed there were still questions requiring further clarification and addressed concerns regarding program implementation methods. Dale advised the Village of Meductic was concerned that the exact cost of the program could not be provided, as only estimates were being given and no final contract has been signed. Dale stated that they would continue discussions and follow-up as questions arise.

Elaine clarified there was a lot of work completed prior to determining if the curbside recycling program was feasible during the implementation process and intensive studies were completed by other Regional Service Commissions who are now operating a very successful recycling program. Elaine advised that the Board decided it was not necessary to spend the funds to repeat the same consultant study. Elaine stated that the Board was kept up-to-date on every stage of the implementation process and stated that the 2018 operating budget, which included the curbside recycling program, was approved by the Board on November 9, 2017.

Alexis Fenner advised that the last Thursday of every month will be the recycling collection date for the Village of Plaster Rock and Sheila Cummings stated that the Village of Perth-Andover provided notice in their monthly utility invoices regarding their recycling schedule.

Sheila Cummings asked for further clarification regarding the finalized contract and Frank confirmed that the final draft that will be given to JS Bellis is currently with the lawyers. Sheila inquired if the contract included an exit clause that allowed them to leave the program if costs begin to escalate. Frank advised all efforts were made to include as many of those clauses as possible but noted there are no guarantees due to having only one major contractor. Sheila was also informed that Perth-Andover will not receive an invoice for cart fees as their carts were purchased outright.

Troy Stone requested to clarify actual budgeted figures for the Village of Meductic, as the costs previously stated by Deputy Mayor, Dale Patterson, are much higher than the actual budgeted costs. Troy clarified that the total budgeted amount includes the cost of the carts and the tipping fees. Elaine advised that discussions will continue with the Village of Meductic and actual budgeted amounts will be reviewed further with them.

Tena Pelkey inquired how future success of the program would be measured and Elaine advised the hope is that the diversion rate will continue to increase, as the end goal is to reduce landfill waste. Frank advised when actual data is received from the transfer station we will be able to measure progress. However, he stated he wished to be clear that the numbers provided will be on a regional basis and cannot be provided by community. Discussions followed regarding the importance of providing on-going program education to ensure diversion rates would continue to increase.

New Business:

Solid Waste Committee Report

Elaine advised that the Solid Waste committee met last week and provided curbside recycling updates and also discussed better ways to improve the program and communications, and as a result of this meeting the Solid Waste committee is requesting Board approval for the following Resolutions:



18-14

Recycling Opt-out Option and Future Concerns to be Addressed to the Solid Waste Committee

Resolved, whereas several months ago that the Board approved the new recycling program in keeping with all the procedural requirements set out by the province for commissions addressing such programs, and Whereas the Commission has invested approximately a million dollars in enough recycling carts to meet the needs of all its residents, and

Whereas under the current legislation there is no legal provision that allows communities to opt out of the new recycling program (i.e. this is not a voluntary service with voluntary participation),

I move that from this day forward all inquiries, concerns or comments from both Board members and others regarding this program be forwarded directly to either staff or the Solid Waste Committee, where they will be dealt with appropriately, and they not be brought up at Board meetings unless done so by the Solid Waste Committee so as to ensure that the Board can now focus its full attention on its current business and priorities.”

The Chair asked if there were any questions.

Concerns were addressed that this motion would limit the ability to bring future issues and comments directly to the Board.

Brian Hayden stated that future concerns are being redirected back to the Solid Waste Committee as they are the individuals who investigated and prepared the preliminary work necessary in order to provide their recommendations to the Board for their approval. Brian advised the Solid Waste Committee was setup under our mandate to oversee the Solid Waste program and to report to the Board.

Frank Tenhave recommended as issues arise that a Board member could directly contact staff. This will ensure all issues are dealt with in a timely manner and would eliminate the need to wait for a Board meeting to have their concerns investigated. Frank stated that all concerns will be addressed but are simply requesting they be addressed through the proper channels. Elaine reiterated that the Board must approve any decision made by the Solid Waste Committee.

Moved: Alexis Fenner
Seconded: Leonard Foster

Motion carried

3 Nay votes

Elaine advised during the Solid Waste Committee meeting held last week, a decision was also made to remove the non-essential depot bins, as there are associated costs to maintain these bins and we need to ensure we are fully promoting the curbside recycling program.

18-15

Essential Depot Bin Locations

Resolved, “ In keeping with discussions and decisions by the Board with respect to the new curbside recycling program, the following 7 locations shall be the current designated essential bin depot locations;

Woodstock ;	2 bin depot locations
Florenceville – Bristol;	1 bin depot location
Perth-Andover;	1 bin depot location
Meductic;	1 bin depot
Skiff Lake;	1 bin depot
North Lake ;	1 bin depot



Plus 2 for exchange until December 31, 2019 at which point only those servicing residents/communities who do not have access to the curbside recycling program (i.e. the lakes region)

And given that

The towns and villages within this RSC region will be given the option of maintaining their own depot service at their own expense; I move that the Board adopt this motion as just read.”

The Chair inquired if there were further questions.

Issues were discussed regarding not maintaining the additional bins, as some members believed a once a month collection may not be sufficient, and also noted that apartment complexes have not been provided with recycling carts.

Moved: Leonard Foster

Seconded: Alexis Fenner

Motion carried

4 Nay votes

18-16

Removal of Non-Essential Depot Bins

Resolved; “Given the need to remove all non-essential depot bins from their current locations across the region in order to ensure a smooth and rapid transition to the new recycling system, I move that staff be directed to ensure that all non-essential depot bins be removed from their current sites no later than December 31st of this year and hopefully sooner if possible”

Moved: Troy Stone

Seconded: Stephen Manuel

Motion carried

5 Nay votes

Finance Committee Report

A summary of the second quarter financials, ending June 30, 2018, was presented by Troy Stone, as reviewed by the Finance Committee and previously circulated to the members.

18-17

Resolved, to approve the 2018 second quarter financials ending June 30, 2018.

Moved: Troy Stone

Seconded: Stephen Manuel

Motion Unanimously Carried

Recreation Committee Report

Brian Hayden, Chair of the Recreation Committee, provided an update from the Recreation Committee and advised that Robert LeBlanc has been hired as the new Recreation Co-ordinator. Brian informed the members that funding for this position will need to be reapplied for at the end of each year. Brian stated this need to reapply annually was not our initial understanding, as we understood once funding was approved that it would be on-going for the 3 year term. Brian stated the NB Trails Associations has requested to meet with the committee to provide an update and will report the outcome when known.



18-18

Resolved, to accept the Recreation Committee Report as presented:

Moved: Brian Hayden
Seconded: Sheila Cummings
Motion Unanimously Carried

Executive Director Update

The Acting Executive Director, Frank Tenhave, advised he has been working with staff to identify ways to streamline internal work processes and enhance quality control but noted this initiative is in its early stages and will take a bit of time to complete.

Frank informed the members that an ACOA application was processed for funding relating to the NB Trails project. Frank also provided an overview of Planning Statistics from May 1 to July 31 and gave updates as submitted by the Solid Waste Manager, Anne Henderson and the Recreation Co-ordinator, Robert LeBlanc.

Next Board Meeting

The next regular scheduled Board meeting is scheduled for October 18, 2018. It was discussed that an additional meeting may be required in September to review the 2019 Budget and will advise when known.


In Camera Session:

None

Adjournment:

Motion: The Chair, Elaine English called for a motion to adjourn the meeting at 8:30 p.m.
Moved: Alexis Fenner

Recording Secretary: Bev Gullison



Troy Stone
Secretary



Katelyn McGrath
Executive Director