



**Board of Directors Meeting
Minutes
March 7, 2019**

In Attendance:

Elaine English, **Chair**, Mayor, Canterbury
Alexis Fenner, Mayor, Plaster Rock
Arthur Slipp, Mayor, Woodstock
Brian Hayden, LSD, Woodstock
Carl Rattray, LSD, Lakeville
Tracy Demerchant, Deputy Mayor, Hartland
Darryl Demmings, Mayor, Aroostook
Ed Stone, Upper & Lower Northampton
Karl Curtis, Mayor, Florenceville-Bristol
Leonard Foster, LSD, North Lake
Sheila Cummings, Deputy Mayor, Perth-Andover
Michael Stewart, Mayor, Centreville
Tina Pelkey, LSD, Brighton

Regrets:

Gailen Allan, LSD, Aberdeen
Joseph Trevors, LSD, Peel
Brent Pearson, LSD, Glassville
Stephen Manuel, **Vice-Chair**, LSD, Canterbury
Troy Stone, **Secretary**, Mayor, Bath

Absent:

Lucas Flemming, LSD, Debec
Lance Graham, Mayor, Meductic

Staff In Attendance:

Katelyn McGrath, Executive Director
Bev Gullison, Office Administrator

Call to Order:

The Chairperson, Elaine English called the meeting to order at 6:31 p.m.

Elaine English welcomed the new Mayor of the Village of Aroostook, Darryl Demmings, to the Board and member introductions were made.

Adoption of Agenda:

19-03-01

Motion: To approve the agenda of the March 7, 2019 meeting.
Moved: Brian Hayden
Seconded: Sheila Cummings
Carried

Declaration of Conflict of Interest:

None



Adoption of Minutes:

19-03-02

Motion: To approve the minutes of the December 18, 2018 meeting.

Moved: Alexis Fenner

Seconded: Sheila Cummings

Carried

Presentations:

Department of Tourism, Heritage & Culture – NB Trail Update

Allen Bard and Carl Lavigne from the Department of Tourism, Heritage & Culture provided an update for the NB Trails project. A 3 year work plan which highlighted priorities for the Wolastoq Cycling Route was presented, and the 2019 – 2020 funding allocations were discussed. Allen Bard reiterated that no funding is required from the Regional Service Commission.

Allen Bard advised that they are requesting collaboration between the Department of Tourism, Heritage & Culture and the Western Valley Regional Service Commission, and proposed that a working committee be established to assist with the management of the project within the region. They stated that this trail is 1 of 11 signature trails throughout the province and that these trails will be a Provincial Park under the jurisdiction of the Department of Tourism, Heritage & Culture but will be managed by area residents.

Business Arising:

By-Law Enforcement as a Shared Service

After further discussions with municipal councils, it was decided that any interested municipality would collaborate with municipalities closer in proximity to determine if this shared service would be practical for them.

New Business:

Recreation Reserve Funds

Katelyn McGrath advised she is requesting approval to transfer \$30,246 from the Recreation capital reserve funds into the operating fund, as the majority of this funding was provided by the Department of Tourism, Heritage & Culture when the Recreation Master Plan was implemented. Katelyn stated this funding must be utilized for capital purchases only and that the Recreation Coordinator, Robert LeBlanc, has spoken with individual members regarding their specific recreational needs. Katelyn informed the Board that any participating member could discuss their recreation needs further by contacting the Recreation Coordinator directly.

19-03-03

BE IT RESOLVED to transfer \$30,246 plus accrued interest from the Recreation Capital Reserve Funds to the Operating Fund

Moved: Brian Hayden

Seconded: Alexis Fenner

Motion unanimously carried



Solid Waste - Surplus Depot Bins

Katelyn advised that prior to the implementation of curbside recycling there were 22 blue depot bins located throughout the region and currently only 9 are being maintained (7 active and 2 for exchange purposes), and noted we are paying storage fees for the surplus bins. Therefore, Katelyn advised that the Solid Waste committee has proposed that these surplus bins be offered to any member municipality or school within the region at no cost, and to private businesses at a cost of \$200 each. Katelyn stated that JS Bellis will provide the haul rate fees depending on location to those interested. Katelyn also advised that any future bin maintenance and the cost of disposal of the material would be the responsibility of the municipality, school, or business.

19-03-04

BE IT RESOLVED to offer surplus recycling depots to member municipalities and schools within the region at no cost, or sold to private businesses within the region at a cost of \$200. Any ongoing cost associated with the depots would be the responsibility of the new owners, not the commission.

Moved: Leonard Foster
Seconded: Brian Hayden
Motion unanimously carried

Solid Waste - Compost Program

Katelyn McGrath advised that the Solid Waste committee is recommending developing an at home composting education program, and are requesting Board approval to purchase a minimum of 55 green cone composters at an approximate cost of \$104 each, which will be sold to the public at cost. Katelyn provided an overview of the composter and stated the intended plan is to offer public composting seminars at community libraries or community halls. Katelyn noted that funding for this program would be allocated from the Solid Waste education funds. Katelyn advised in order to reduce shipping cost that we exploring the option of partnering with the Northwest Regional Service Commission.

Sheila Cummings stated that she would recommend conducting the education sessions prior to ordering the cones as this may provide a better indication of general interest. Katelyn stated she would discuss with the Northwest Regional Service Commission if they may be interested in placing an additional order in the future, as the decision was based on ordering 1 pallet, which consisted of 55 cones.

Katelyn advised they are anticipating starting this program late May or early June but information will be distributed to the members prior to the program start.

19-03-05

BE IT RESOLVED to purchase a minimum of 55 green cone composters at an approximate cost of \$104 plus tax and shipping charges to be sold to the public at cost.

Moved: Tracey Demerchant
Seconded: Karl Curtis
Motion unanimously carried



Executive Director Update

Katelyn McGrath advised that during a recent Solid Waste meeting with the other Regional Service Commissions, we were informed that significant cost increases were occurring when collection waste contracts were being renewed. Therefore, Katelyn stated municipalities may wish to investigate cost sharing possibilities by amalgamating contracts.

The next Board meeting will be the Annual General Meeting and is tentatively scheduled for May 16, 2019.

In Camera Session:

None

Adjournment:

Motion: The Chair, Elaine English called for a motion to adjourn the meeting at 7:50 p.m.

Moved: Alexis Fenner

Recording Secretary: Bev Gullison



Troy Stone
Secretary



Katelyn McGrath
Executive Director