

WESTERN VALLEY REGIONAL SERVICE COMMISSION

2017 ANNUAL REPORT



*To serve the public by fostering an environment
where well planned development and regional collaboration thrive."*

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A Message from Elaine English, Board Chair Western Valley Regional Service Commission

As the Chair of Western Valley Regional Service Commission, I am pleased to present the 2017 Annual Report. I would like to once again take this opportunity to thank the Board of Directors for their time and dedication to the Commission business during 2017. Additionally, I would like to acknowledge and thank the many committee members for their participation and support of the ongoing projects and planning decisions that require great attention to detail and careful consideration on their part.

During 2017, the Western Valley Regional Service Commission moved forward on several key regional initiatives, including the Board of Directors' decision to implement curbside recycling and the implementation of the immediate and short-term recommendations of the Regional Recreation Master Plan through the hiring of a Recreation Coordinator. These were major initiatives which required great commitment and careful consideration and deliberation by staff, committee members, and board members alike. I am pleased that the Board was able to reach a majority consensus on whether or not to proceed with the curbside recycling program, which saw the inclusion of the program in the 2018 commission budget. I believe that the Board member's ability to cooperate on regional programs for the development of improved programming demonstrates the value of increased collaboration, communication and planning between our membership around our Board table.

I look forward to the continued regional cooperation and collaboration in 2018 and I am optimistic about what the Commission can accomplish going forward by keeping a regional perspective.

Sincerely,



Elaine English
Chair of the Board
Western Valley Regional Service Commission

History

In December 2011, the Provincial Government undertook a broad range of actions to create a new Local Governance System in New Brunswick. One of the five objectives outlined in the Action Plan supporting this new system was to increase collaboration, communication and planning between communities. The establishment of twelve Regional Service Commissions for the Province will help communities to communicate and collaborate regionally, as well as plan on a regional basis. On January 1st, 2013, Regional Service Commission 12 was established as a body corporate, pursuant to the provisions of the Regional Service Delivery Act, and the Regulations made thereunder. In 2015 the official name of Regional Service Commission 12 was legally changed to the Western Valley Regional Service Commission.

Governance and Administration

BOARD OF DIRECTORS

The Board of Directors of the Western Valley Regional Service Commission for 2017 was made up of the following twenty members:

Municipal Mayors (10)

Alexis Fenner – Mayor, Plaster Rock
Arthur Slipp – Mayor, Woodstock
Elaine English – Mayor, Canterbury
J. Craig Melanson – Mayor, Hartland (*resigned Oct 19/17*)
Tracey Demerchant, Deputy-Mayor, Hartland (*as of Oct 20/17*)
Karl Curtis – Mayor, Florenceville-Bristol
Lance Graham – Mayor, Meductic
Marianne Bell – Mayor, Perth-Andover
Marven Demmings – Mayor, Aroostook
Michael Stewart – Mayor, Centreville
Troy Stone – Mayor, Bath

Local Service District Chairs (10)

Alma Kilfoil – Chair, LSD of Kent (*resigned Sept 30/17*)
Brent Pearson – Chair, LSD of Glassville
Brian Hayden – Chair, LSD of Woodstock
Gailen Allan – Chair, LSD of Aberdeen
Jim Kennedy – Chair, LSD of Debec
Joseph Trevors – Chair, LSD of Peel
Joseph Weston – Chair, LSD of Lakeville
Leonard Foster – Chair, LSD of North Lake
Paul Bradley – Chair, LSD of Brighton (*as of Oct 2017*)
Stephen Manuel – Chair, LSD of Canterbury
Tena McLellan – Chair, LSD of Simonds
**Alternate / Ed Stone, Chair, LSD, Up & Lr Northampton*

Executive Director – Katelyn McGrath

STANDING COMMITTEES

The Commission has seven standing committees as listed below:

The Executive Committee

Chair – Elaine English, Mayor, Village of Canterbury
Past Chair – James Kennedy, LSD of Debec
Vice-Chair – Brent Pearson, LSD of Glassville
Secretary – Troy Stone, Mayor, Village of Bath

Finance, Budget and Audit Committee

Chair – Troy Stone, Mayor, Village of Bath
Alma Kilfoil, LSD, Kent (*resigned as of September*)
Arthur Slipp, Mayor, Town of Woodstock (*eliminated in June*)
Brian Hayden, LSD of Woodstock (*eliminated in June*)
Craig Melanson, Mayor, Town of Hartland (*resigned Oct*)
Elaine English, Mayor, Village of Canterbury
Gailen Allen, LSD, Aberdeen (*added as of June*)
Karl Curtis, Mayor, Florenceville-Bristol (*added as of June*)

Solid Waste Advisory Committee

Chair, James Kennedy, Chair, LSD of Debec
Craig Melanson, Mayor, Town of Hartland (*resigned Oct*)
Elaine English, Mayor, Village of Canterbury
Joe Weston, LSD of Lakeville
Keith Helmuth, Member at Large
Leonard Foster, LSD of North Lake
Luc Marcoux, Member at Large

Policing Committee:

Chair – Stephen Manuel, Chair, LSD of Canterbury
Alexis Fenner, Mayor, Plaster Rock (*as of June*)
Arthur Slipp, Mayor, Town of Woodstock
Brian Hayden, Chair, LSD of Woodstock
Elaine English, Mayor, Village of Canterbury
Gailen Allen, LSD, Aberdeen
James Kennedy, Chair, LSD of Debec (*eliminated June*)
Michael Stewart, Mayor, Village of Centreville

Recreation Committee

Chair – Brian Hayden, Chair, LSD of Woodstock
Brent Pearson, LSD of Glassville
Chris Stacey, Recreation Director, Florenceville-Bristol
Craig Melanson, Mayor, Town of Hartland (*eliminated in June*)
Elaine English, Mayor, Village of Canterbury
Joseph Trevors, LSD of Peel (*as of June*)
Kari Harper-Merrithew, Village of Plaster Rock
Kent Kuhn, Provincial Advisory Representative

Oversight Committee

Chair – James Kennedy, LSD of Debec
Arthur Slipp, Mayor, Town of Woodstock
Elaine English, Mayor, Village of Canterbury
Marianne Bell, Mayor, Village of Perth-Andover
Stephen Manuel, LSD, Canterbury
Tena McLellan, LSD, Simonds

Planning Review and Adjustment Committee

Chair – Andy Leech,
Vice-Chair – Trevor Welch
Elaine English
Alan McLaughlin
Mark Atwater
Ken Clark

Mandates

The Regional Service Delivery Act requires Commissions to provide the following services:

Regional Policing Collaboration - The Regional Service Commissions will serve as a forum through which the effectiveness and efficiency of policing services is reviewed and evaluated on a regional basis. In addition, the Commissions will identify issues of common concern within their regions and provide direction on priorities for policing services.

Regional Planning - The Regional Service Commissions will be responsible for the development of a Regional Plan, the aim of which would be to better coordinate and manage development and land use within each of the 12 regions.

Local Planning in Local Service Districts - The Regional Service Commissions will provide land use planning services to all Local Service Districts. This function includes the development of rural plans, the administration and enforcement of the plans, the issuance of building permits, conducting building inspections, and the approval of subdivisions, etc. All Municipalities and Rural Communities will be able to obtain their local planning services from the Commissions.

Solid Waste Management - The Regional Service Commissions will provide solid waste disposal services to the Municipalities, Rural Communities, and Local Service Districts within their respective regions, a role formerly performed by the Solid Waste Commissions. This includes the operation of the landfills and transfer stations, as well the coordination of various recycling programs, the handling of hazardous waste, and the promotion of composting.

Regional Emergency Measures Planning - The Regional Service Commissions will serve as the vehicle through which Municipalities, Rural Communities, and Local Service Districts will plan, coordinate, and pool resources on a regional basis in order to enable more effective responses to emergency situations.

Regional Sport, Recreational, and Cultural Infrastructure Planning and Cost-Sharing - The Regional Service Commissions will be responsible for facilitating the planning and cost-sharing of major sport, recreational and cultural facilities within each of their respective regions.

Commissions will be required to meet any provincial or other established standards associated with the services being delivered.

Other services - Regional Service Commissions will also be able to provide other services, as agreed to by their member communities, on either a regional (all commission members) or sub-regional basis (one or more interested members, depending on the service).

Service arrangements - Based on the direction of each Commission's Board, the Commissions will have the authority to facilitate and oversee arrangements and agreements between communities for cost sharing on services and infrastructure.

Collaboration on Regional Issues - One of the most important roles of the Regional Service Commissions will be to collaborate on regional issues and service decisions. This could include:

- ✓ Making regional planning decisions on the location of community-based infrastructure or land use, which affects more than one community.
- ✓ Accessing or applying for provincial and federal funding, where applicable, to benefit region-wide service delivery.
- ✓ Working together to seek new investments within a region, including those with economic benefits.

Services to First Nations Communities - The regional services model will enable service provision to those First Nations Communities who choose to purchase services. These arrangements will be developed in consultation with First Nations Communities and the provincial Aboriginal Affairs Secretariat.

Regional Profile

The Western Valley Regional Service Commission is comprised of the Towns of Woodstock, Florenceville-Bristol, and Hartland; The Villages of Aroostook, Bath, Canterbury, Centreville, Meductic, Perth-Andover, and Plaster Rock; the Tobique First Nation and the Woodstock First Nation; and the Local Service Districts of Wakefield, Richmond, Debec, Woodstock, Benton, North Lake, Canterbury, Peel, Simonds, Wicklow, Wilmot, Lakeville, Aberdeen, Brighton, Kent, Northampton, Upper Kent, Coldstream, Somerville, Glassville, Upper and Lower Northampton, Gordon, Perth, Andover, Lorne, and Riley Brook. WVRSC has a population of 34,009.

The people of Western Valley enjoy a rural setting highlighted by the Saint John River and bordered on the west by the State of Maine. A close relationship with the United States positions our region very well for exporting and international business relationships. The U.S. interstate highway 95 has its northern origin at the International Border Crossing, in the LSD of Richmond.

The key economic activities in this region include Agriculture and Food Processing, Forestry and Value-Added wood products, Metal Fabrication and Transportation.

WVRSC Mission Statement

*“TO SERVE THE PUBLIC
BY FOSTERING AN ENVIRONMENT
WHERE WELL PLANNED DEVELOPMENT AND
REGIONAL COLLABORATION THRIVE.”*

WVRSC Vision Statement

*“TO RESPONSIBLY PROVIDE LOCAL GOVERNANCE SERVICES
EFFECTIVELY AND COST EFFICIENTLY AND
FOSTER REGIONAL COLLABORATION”.*

WVRSC Strategic Plan 2013-2018

The strategic plan was adopted by the Board for the five-year period, 2013-2018. The plan includes the following goals:

- ✓ **Consistent, Accountable Community Policing**
Establish an active policing committee that will liaise with public safety services, RCMP, Border Services, the Western Valley Crime Stoppers Chapter, and Natural Resources, monitor policing efforts in the Region, and respond appropriately. The Policing Committee continues to maintain an active dialogue with the RCMP.
- ✓ **Adoption of a Regional Land Use Plan**
At this time the Province is reviewing the process and elements of a Regional Plan through the modernization of legislation. This file will likely become an important topic at the Regional Service Commission in the coming years.
- ✓ **Strengthen the Commission's Identity within the Region**
The Commission has been working diligently to strengthen our partnerships with local communities as well as external departments and organizations, and will continue to do so.
- ✓ **Consistent, Efficient, and Cost Effective Collection of the Region's Solid Waste**
Following the completion of the Stantec study, the Commission reviewed the transfer station agreement and re-negotiated with our service provider, J.S. Bellis Ltd. The new agreement, effective January 1, 2015, was signed for 7 years with a 3 year renewal.

The Commission held three "household hazardous waste days" (HHW) in 2017 in order to improve the collection of hazardous waste in the region, which were partially funded by an Environmental Trust Fund grant. During 2017, the Province implemented an electronic waste recycling program. Therefore, going forward the commission will be promoting the Provincial program rather than offering electronics recycling as part of annual household hazardous waste events.

In 2017 the Commission had 21 recycling bins at 18 locations throughout the Region.

- ✓ **Develop the Commission's Position on Recreational Property**
The Commission reviewed the Provincial mandate on recreational property including public access to recreational waters, rural ice surfaces, baseball/softball diamonds, and public parks within the region. An application for an Environmental Trust Fund grant was made to fund the development of a Master Recreational Plan in 2015. In 2016, the Western Valley Regional Service Commission adopted the Regional Recreation Master Plan; Western Valley Regional Service Commission, as well as the creation of a Regional Recreation Coordinator position.
- ✓ **Regional Emergency Plan**
The Commission cooperates with the Provincial office of Public Safety, EMO, Municipalities and LSDs to develop a Regional Plan to respond to emergency situations.

WVRSC BOARD & COMMITTEE MEETINGS/EXPENSES

The Commission budgets annually for a specific number of meetings for the Board and the Committees. However, the number of meetings can vary dependent on ongoing projects. During 2017, the Commission held 7 regular Board of Directors meetings. Attendance records for Board members are listed in the below chart titled "Board Meeting Attendance Tracking 2017".

BOARD MEETING ATTENDANCE TRACKING 2017							
Member	Feb 23	Apr 20	June 29	Aug 30	Sept 20	Nov 9	Dec 14
Alma Kilfoil - LSD, Kent	✓	✓	✓	✓	✓	<i>resigned</i>	<i>resigned</i>
Alexis Fenner - Mayor, Plaster Rock	✓	✓	✓	✓	✓	✓	✓
Arthur Slipp - Mayor, Woodstock	✓	✓	✓	✓	✓	✓	✗
Brent Pearson - LSD, Glassville	✓	✓	✓	✗	✗	✓	✓
Brian Hayden - Vice Chair - LSD, Woodstock	✗	✓	✓	✓	✓	✓	✗
Craig Melanson Mayor, Hartland	✓	✓	✓	✓	✓	<i>resigned</i>	<i>resigned</i>
Tracey Demerchant, Deputy Mayor, Hartland	--	--	--	--	--	✓	✓
Elaine English - Chair - Mayor, Canterbury	✓	✓	✓	✓	✓	✓	✓
Gailen Allan - LSD, Aberdeen	✓	✗	✓	✓	✓	✓	✓
Joe Trevors - LSD, Peel (<i>replaced Jill Hunter May 2017</i>)	<i>na</i>	<i>na</i>	✓	✗	✓	✓	✓
Jim Kennedy - LSD, Debec	✓	✓	✓	✓	✓	✓	✓
Joseph Weston - LSD, Lakeville	✓	✓	✓	✓	✓	✓	✓
Karl Curtis - Vice Chair - Mayor, Florenceville-Bristol	✓	✓	✓	✓	✓	✓	✓
Lance Graham - Mayor, Meductic	✗	✗	✗	✗	✗	✗	✗
Leonard Foster LSD, North Lake	✓	✗	✓	✓	✓	✓	✓
Marianne Bell - Mayor, Perth Andover	--	✓	✓	✓	✓	--	✓
Sheila Cummings, Deputy Mayor, Perth-Andover	✓	--	--	--	--	✓	--
Marven Demmings - Mayor, Aroostook	✗	✗	✗	✗	✗	✗	✗
Michael Stewart - Mayor, Centreville	✓	✓	✓	✓	✓	✓	✗
Paul Bradley - LSD, Brighton (<i>Alternate until Nov 9</i>)	--	✓	--	--	--	✓	✗
Stephen Manuel - LSD, Canterbury	✗	✓	✓	✗	✓	✓	✗
Tena McLellan - LSD, Simonds	✓	✓	✓	✓	✓	✓	✓
Troy Stone - Secretary - Mayor, Bath	✓	✓	✓	✓	✓	✓	✓

Total 2017 expenses for the Board and Committees are shown in the below chart titled "2017 Board & Committee Expenses". Individual member expenses are shown in the second chart below, titled "2017 Board & Committee Member Expenses". Board and Committee members are paid a per diem, as stated in the RSC Procedural By-laws if they are in attendance for the meetings, as well as travel, accommodation and meal allowances as per the Policy and Procedures Manual.

2017 Board & Committee Expenses	
WVRSC BOARD	12,697.40
Finance Committee	1,852.58
Policing Committee	1,137.47
Solid Waste Committee	4,085.23
PRAC	5,223.98
Other	755.77
Regional Recreational Committee	1,350.54
Hiring Committee	485.72
TOTAL	\$27,588.69

2017 Board & Committee Member Expenses					
Name	Honorarium	Travel	Meals & Accomodation	Cell Allowance	Totals
Gailen Allan	600	167			767
Mark Atwater	525	172			697
Marianne Bell	450	216			666
Paul Bradley	225	74			299
Kenneth Clark	600	189			789
Sheila Cummings	150	74			224
Karl Curtis	750	0			750
Tracey DeMerchant	150	51			201
Elaine English	3,600	2,109	172		5,881
Alexis Fenner	675	651			1,326
Leonard Foster	900	346			1,246
Lance Graham	0	0			0
Kari-Harper Merrithew	75	34			109
Brian Hayden	825	326			1,151
Keith Helmuth	300	73			373
James Kennedy	1,150	674			1,824
Alma Kilfoil	525	180			705
Kent Kuhn	75	25			100
Andrew Leech	500	164			664
Stephen Manuel	575	413			988
Luc Marcoux	375	127			502
Alan McLaughlin	600	309			909
Tena McLellan	525	172			697
Craig Melanson	1,025	225			1,250
Brent Pearson	600	171			771
Arthur Slipp	675	313			988
Chris Stacey	225	0			225
Michael Stewart	0	0			0
Troy Stone	1,100	198			1,298
Trevor Welch	550	172			722
Joe Trevors	300	31			331
Joe Weston	975	159			1,134
Totals	\$19,600	\$7,816	\$172	\$0	\$27,589

WVRSC staff is reimbursed for travel, accommodation, and meals at the provincial rate, as well as out-of-pocket expenses. 2017 expenses are recorded in the following chart titled "2017 Staff Expenses & Reimbursements".

2017 Staff Expenses & Reimbursements										
Employee	Travel	Accomodation	Parking	Meals	Cell Phone Allowance	Fuel	Car Rental	Clothing Allowance	Other Reimbursements	Total
Katelyn Hayden	1,535.86	237.12	37.50	109.50	600.00	106.09	87.95		646.58	3,360.60
Brent DesRoches	9,311.10	993.60	0.00	48.00	1,020.00	0.00	0.00	193.58		11,566.28
Joan Kennedy	383.76	0.00	0.00	0.00					100.05	483.81
Anne Henderson	1,593.67	635.92	0.00	202.78	0.00	0.00	0.00	0.00	152.38	2,584.75
Neil Antworth	1,042.22				250.00				77.94	1,370.16
Robert LeBlanc	749.48									749.48
Erica LeBlanc	100.04									100.04
Totals	11,230.72	1,230.72	37.50	157.50	1,620.00	106.09	87.95	193.58	976.95	20,215.12

Land Use Planning and Building Inspection

The Western Valley Regional Service Commission administers the South Central Carleton County Area Rural Plan Regulation that covers the Local Service Districts of Woodstock, Northampton, Wakefield, and Simonds, and ensures that land use applications in the remainder of the Local Service Districts in the region conform to Provincial Acts and Regulations. Building permits and planning services are provided to all of the region's 26 Local Service Districts. The Commission currently has formal agreements with the Town of Hartland and the Villages of Plaster Rock, Centreville, Bath and Canterbury to provide Planning and Building Inspection Services including the issuance of building permits, performance of inspections to ensure compliance with the National Building Code of Canada, and administration of all by-laws created under the Community Planning Act. These agreements also include updating and administration of Municipal Plans, Zoning By-Laws, and Rural Plans.

During 2017, 256 building and development permits were processed with a total construction value of \$20,351,460.00.

Local Planning Statistics					
Year	2013	2014	2015	2016	2017
Building Permits	124	136	151	169	172
Development Permits	104	51	76	73	84
Subdivision Files	93	81	98	115	91
Planning Staff Reports	13	25	25	31	37
Planning Approvals	n/a	n/a	61	84	71
Waivers	n/a	n/a	176	195	184

*A new tracking system was implemented in late 2014, which resulted in accurate tracking of all planning related approvals. Therefore, additional information is available from 2015 forward.

Regional Recreation

In 2015 Western Valley Regional Service Commission adopted the *Regional Recreation Service Master Plan: Western Valley Regional Service Commission*. 2017 During 2017, a Recreation Coordinator was hired on a three year contract to carry out the implementation of the Master Plan.

The recommendations of the Master Plan are outlined in detail in section 7 of the aforementioned document, while section 8 outlines the implementation plan, or proposed timeframe for the implementation of those recommendations. The Recreation Committee felt that two of the recommendations were not realistic and/or necessary for the region and therefore chose not to have the employee pursue them. They included 7.3.2: additional outdoor aquatic facility in Woodstock and 7.3.3: Outdoor Skate Park.

The immediate and short term (1-3 years) recommendations of the aforementioned document include the following:

7.2.1 Hiring a Recreation Director

7.2.2 Divide the region into recreation catchment areas

7.2.3 Volunteer Recruitment and Retention Strategy

7.2.4 Recreation Communication Strategy

7.2.5 Seek Alternate Funding Sources

7.2.6 Inventory of facility availability and database for public use

7.3.1 Community Use of Schools

7.4.6 Increase access to waterways

7.4.7 Develop a long-term recreation infrastructure sustainability plan

Of these recommendations the Recreation Coordinator's focus was on 7.2.1, 7.2.3, 7.2.4, 7.2.5, 7.2.9, 7.3.1, as noted below. Please see a brief overview of the activities undertaken within the scope of each of these recommendations.

7.2.1 Hiring a Regional Recreation Director

- Preparation of annual action plans, including budgets for recreation in the district for which the annual budget with proposed actions were forwarded to the Recreation Committee for approval.
- Lobby other levels of government (e.g. Province of New Brunswick) for recreation funding or grants - Valley Outdoor Centre, Village of Bath/LSD of Kent cross country ski program, Upper Kent playground.
- Seek out partnerships – The following is a list of organizations that the Recreation Coordinator began to foster relationships with: Carleton-Victoria inclusion network, Western Valley Wellness committee member, Valley Outdoor Centre, Perth-Andover Recreation, Village of Centreville, Florenceville-Bristol Library, Andrew & Laura McCain Art Gallery.
- Design and deliver recreation programs that respond to the needs of the community – The Recreation Coordinator partnered with Local Service Districts for the “2018 Local Service District Mobile Physical Literacy Program”, funded by grant programs which were proposed to be delivered summer 2018.

- Plan and organize informal leisure activities to engage the broad community, with particular attention to engage youth and seniors, such as a wreath decoration social to engage the senior population in the Centreville area and a March Break family ski/snowshoe event organized in partnership with the Village of Perth-Andover.

7.2.2- Divide the region into recreation catchment areas: This has for the most part already been carried out for existing associations such as baseball, basketball, hockey, and soccer.

7.2.3 – Volunteer Recruitment and Retention

The volunteer retention strategy as a policy has been forwarded for review to the Recreation Committee but has yet to be officially adopted. A volunteer satisfaction survey has also been developed to accompany that document. There is a link on the website for those who would like to volunteer to be put in contact with local organizations in their interest area.

7.2.4 – Recreation Communication Strategy

The Western Valley RSC website underwent a redevelopment to include recreation as a key department. A Facebook page was created to promote the events happening throughout the region. A 55+ Leisure guide was developed and distributed throughout the region. The Recreation Coordinator hoped to begin the semi-annual leisure guide for distribution throughout the region in 2018. However the plan had to be altered due to the lack of promotional funding in the Recreation budget.

7.2.5 – Seek Alternate Funding Sources

Partnerships were begun with the Andrew & Laura McCain Art Gallery and Library. The Local Service Districts Summer Mobile Physical Literacy Program was funded solely by grants (government and private) as the WVRSC budget did not provide funding for the implementation or promotion of the project. The Recreation Coordinator also worked with communities and Local Service Districts to find alternate funding avenues for their recreation initiatives.

7.2.9 – Inventory of Facility Availability and Database for Public Use

The municipalities do not have an electronic booking system with public access. Therefore, linking all municipalities into a central database is not feasible at this time. As an alternative, a database of facilities and natural assets, accompanied by interactive mapping, was developed and made available on the WVRSC website.

7.3.1 Community Use of Schools Formal Agreement

At this point no formal agreements have been developed; however, the Recreation Coordinator has been working with schools to bring non-traditional sports into the curriculum and expose students to new recreation opportunities.

It is the opinion of the Executive Director, to whom the Recreation Coordinator reports, that the position has been able to successfully begin the implementation of several recommendations of the Master Plan while

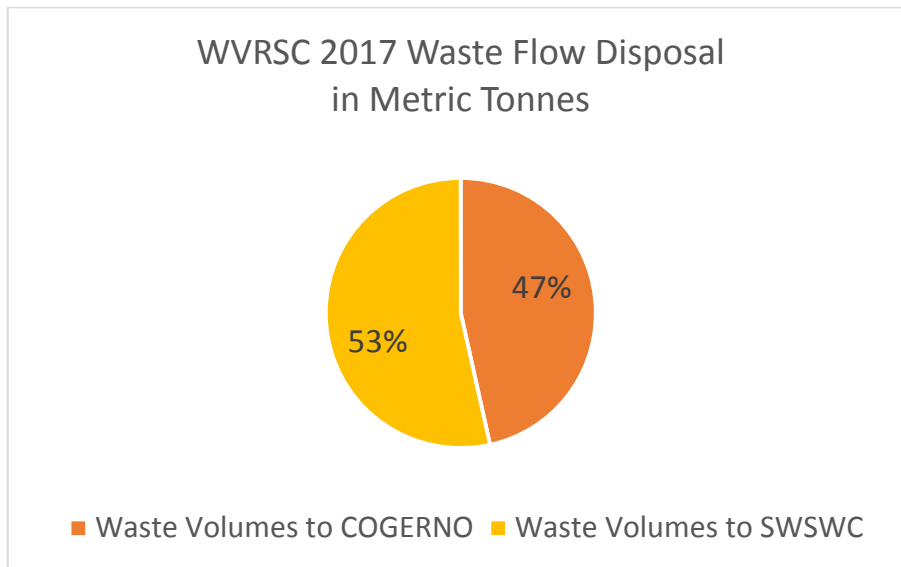
building positive relationships based on support and assistance, specifically with the areas of the region which do not have full time recreation staff. This relationship building and ongoing support will help to foster an environment where recreation opportunities will grow, succeed, and expand in the future. This position would not be possible without the generous financial support of the Department of Tourism, Heritage and Culture made available to the Western Valley Regional Service Commission.

Waste Management

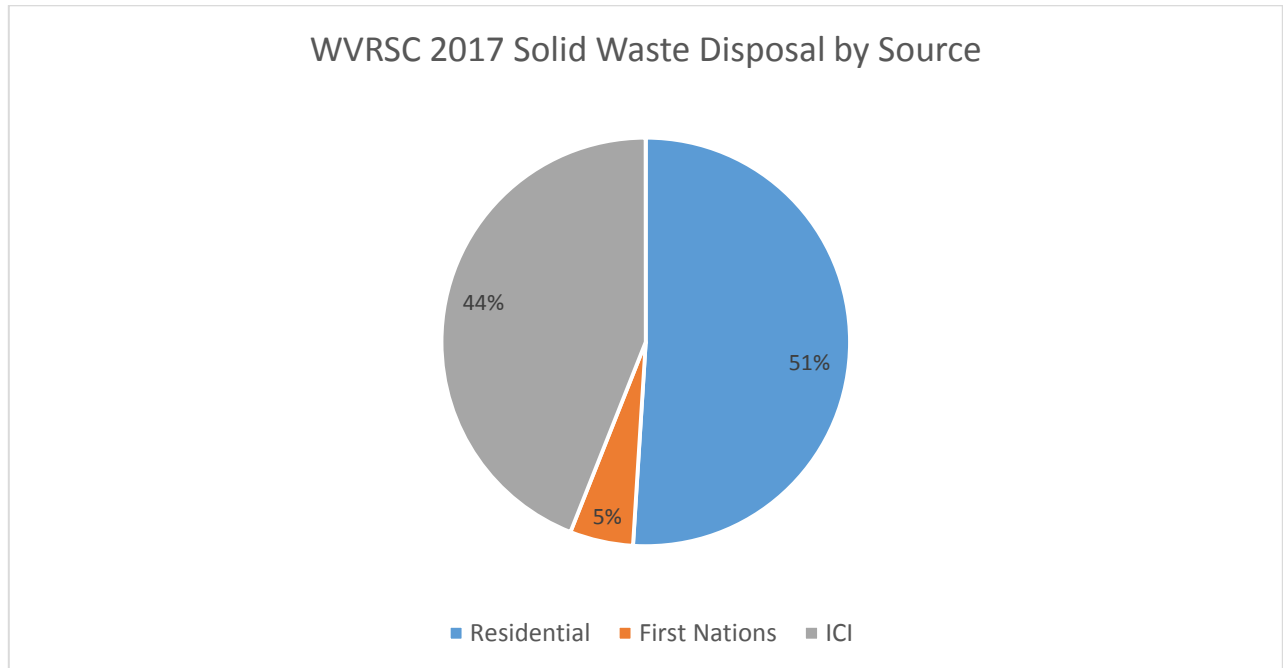
The Western Valley Regional Service Commission is responsible for waste disposal and recycling. Waste collection is the responsibility of the towns, villages and the Department of Environment and Local Government (ELG) on behalf of the local service districts (LSDs).

The Commission disposal contract is predicated by a 1997 ministerial agreement between the Commission (formerly Valley Solid Waste), Northwest Solid Waste Facility in Region 1 and Southwest Solid Waste Facility in Region 10 to dispose of 50% +/- 5% to the Northwest and the Southwest facilities. Waste from our Northern communities, such as Perth-Andover, Plaster Rock and the adjacent LSDs are hauled directly to the Northwest site. All other waste is first hauled to the transfer station in Woodstock and is consolidated and trucked either to the Northwest or the Southwest Solid Waste facility.

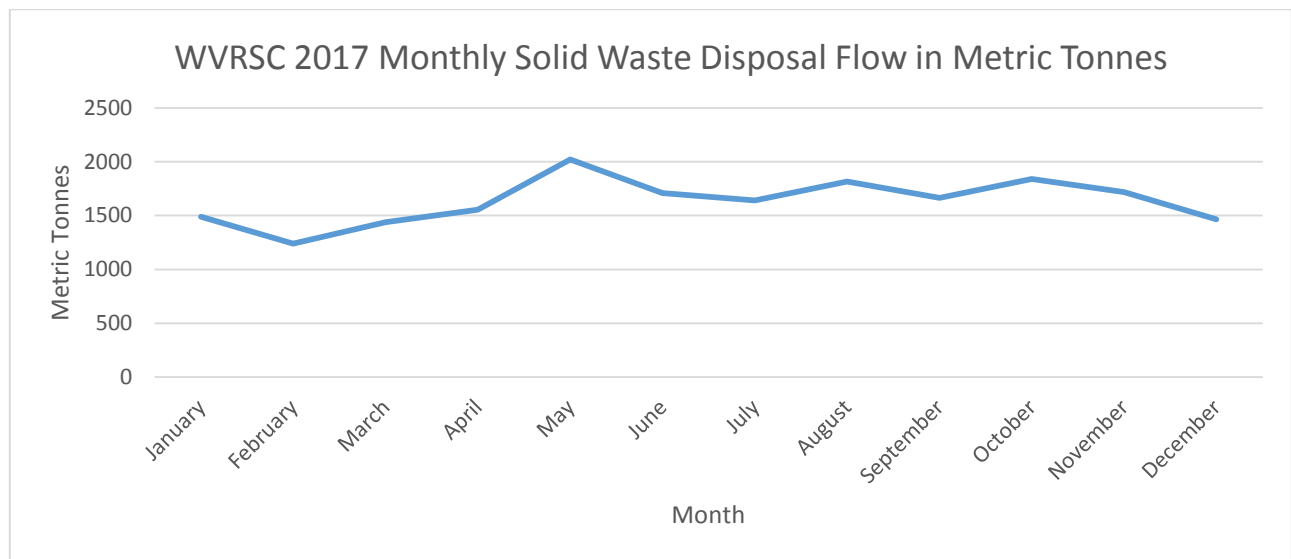
The chart below, "2017 Waste Flow Disposal in Metric Tonnes", shows the Commission's adherence to the landfill split agreement.



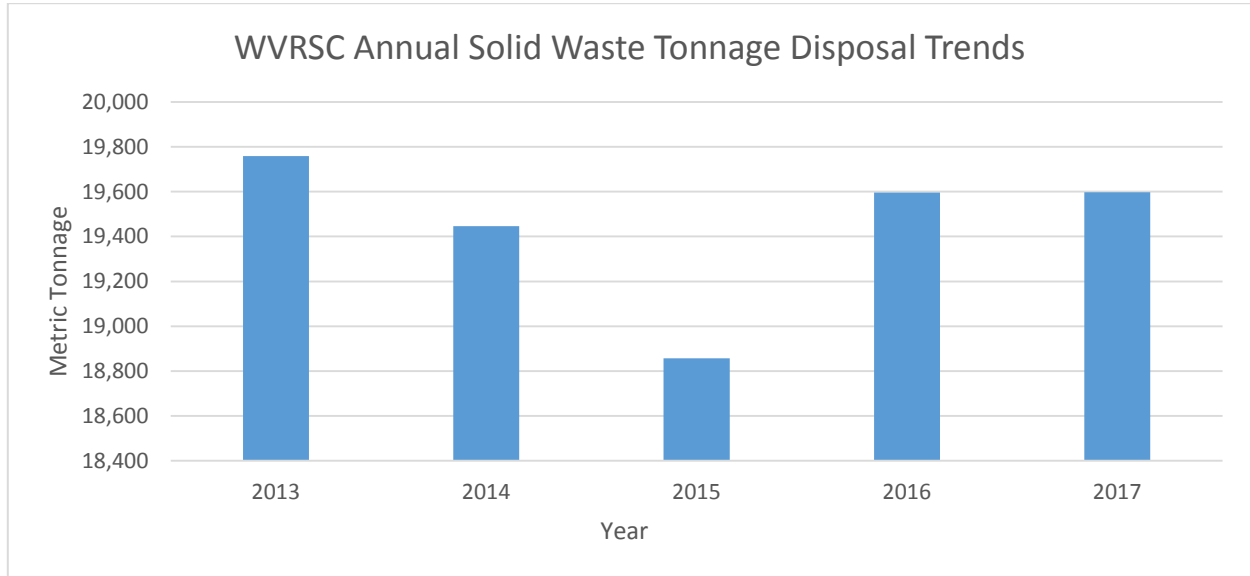
The following chart shows the breakdown of Solid Waste Disposal by source – Residential, Industrial/Commercial and First Nations.



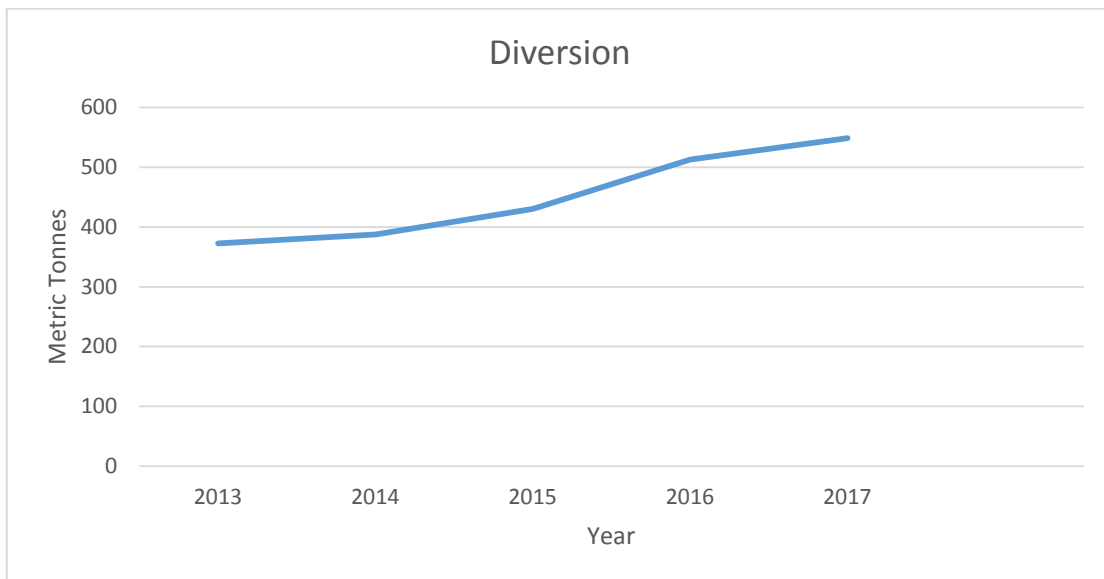
Waste Disposal is seasonal, as shown in the graph below, 2017 Monthly Waste Flow, with higher disposal during the late spring and summer months.



The chart below shows the disposal trend since 2013.



The following diversion chart shows the recycling trend in our region since 2013.



The Commission owns and maintains 21 recycling collection bins throughout the Region. The contents of these bins are collected and delivered to the transfer station by J.S. Bellis Ltd. for sorting as per our contract.

The following chart shows the total tonnage collected at each recycling bin during 2017. It should be noted that the volumes of the materials cannot be attributed to each individual municipality or LSD in which the bin is located, as the public have access to all bins, and often times the most convenient bin for a member of the public is not located within the area they reside. For example, the residents of the LSD of Peel utilize the depots located within the Town of Florenceville-Bristol.

Recycle Bins	
Aggregate Totals by Community	
2017	
Bath	29,470
Canterbury	12,600
Centreville	25,660
Currie's Yard	0
Debec	9,040
Dimock Building	0
Florenceville Civic Center	33,120
Florenceville Co-op	29,420
Glassville	7,260
Grafton	40,870
Hartland	29,500
Houlton Rd.	65,810
Jacksonville	28,830
Meductic	8,360
North Lake	4,610
Perth-Andover Civic Center	30,730
Perth-Andover Station St.	36,230
Plaster Rock	27,050
Woodstock Superstore	111,130
Tobique	6,770
Woodstock 1st Nation	12,080
Totals	548,540
Total Metric Tonnes	548.54

Overall this was a busy year for the Solid Waste division staff, as well as the Solid Waste Advisory Committee due to the exploration of regional curbside recycling. After much research, investigation and discussion with other regions who have implemented similar programs or have commissioned consultant studies on such programs, the recommendation from the Solid Waste Advisory Committee to the Board of Directors was to proceed with a single stream, once monthly curbside recycling program, which would include the use of blue wheeled recycling carts to be delivered to each household.

The proposed program included collection being completed under existing collection contracts in lieu of one waste collection. The Board of Directors directed staff to issue Requests for Proposal for both the handling of the collected recyclable materials as well as for blue wheeled tip carts. The Board of Directors accepted a proposal from J.S. Bellis Ltd. of Woodstock to operate as the recycling sorting facility, and a proposal from IPL for the purchase of the wheeled recycling carts. The approval of the 2018 budget for Western Valley on November 9, 2017 included the launch of the all-inclusive region wide curbside recycling program proposed to begin in late spring of 2018.

Accomplishments and Challenges

During 2017 the Commission's accomplishments included:

- ✓ Established new partnership with Fero Waste Disposal, owner of J. S. Bellis Ltd.
- ✓ Curbside recycling approved and project methods devised for Spring 2018 implementation
- ✓ Curbside Recycling public education materials prepared
- ✓ Hired Regional Recreation Coordinator for the implementation of the Regional Recreation Service Master Plan: Western Valley Regional Service Commission, as noted above.
- ✓ Budgeted for the purchase of an additional mobile police sign to provide the local RCMP detachment with valuable information to assist with resource allocation
- ✓ Submitted 2016 unqualified financial audit report to the Province
- ✓ Prepared 2018 budget, received Board approval, and forwarded to the Province and membership.

2018 – A Look to the Future

With several new staff members taking on large portfolios some of the 2018 priorities include:

- ✓ Implement curbside recycling collection;
- ✓ Revise procedural bylaws for the Board;
- ✓ Establish financial by-laws for the Commission;
- ✓ Be receptive to the establishment of new service agreements;
- ✓ Review of Municipal Plans and Zoning By-law in cooperation with Municipal Councils;
- ✓ Continued implementation of Regional Recreation Service Master Plan;
- ✓ Prepare for the possibility of regional planning;
- ✓ Continue to build on the positive relationship with the RCMP;
- ✓ Expand the education and public promotion of all waste diversion initiatives;
- ✓ Partner with the Anglophone West School District to develop recycling programming;
- ✓ Partner with the Anglophone West School to develop recycling education curriculum.

2017 Audit Report

2017 audit report is attached.

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