



Board of Directors Meeting
Minutes of Meeting
September 3, 2020

Due to COVID-19 restrictions put in place by Public Health, the format of the September 3, 2020 meeting was conducted utilizing the Zoom Conferencing Meeting Platform.

In Attendance:

Elaine English, **Chair**, Mayor, Canterbury
Stephen Manuel, **Vice-Chair**, LSD, Canterbury
Troy Stone, **Secretary**, Mayor, Bath
Alexis Fenner, Mayor, Plaster Rock
Arthur Slipp, Mayor, Woodstock
Brent Pearson, LSD, Glassville
Brian Hayden, LSD, Woodstock
Carl Rattray, LSD, Lakeville
Dale Patterson, Deputy Mayor, Meductic
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:

Darryl Demmings, Mayor, Aroostook
Graham Gill, LSD, Northampton
Joseph Trevors, LSD, Peel

Absent:

Darrin Foster, Mayor, Hartland
Ed Stone, Upper & Lower Northampton
Gailen Allan, LSD, Aberdeen

Staff In Attendance:

Joan Kennedy, Financial Administrator
Bev Gullison, Office Administrator

Call to Order:

The Chairperson, Elaine English called the meeting to order at 6:35 p.m.

Adoption of Agenda:

20-09-01

Motion: To approve the agenda of the September 3, 2020 meeting.

Moved: Alexis Fenner

Seconded: Brian Hayden

Motion Carried

Declaration of Conflict of Interest:

None



Adoption of Minutes:

20-09-02

Motion: To approve the minutes of the May 28, 2020 meeting.

Moved: Sheila Cummings

Seconded: Stephen Manuel

Motion Carried

Presentations:

None

Business Arising:

Brain Hayden asked if a response to our letter to the provincial government regarding how they wished to proceed with the NB Trails Project had been received, as he has been contacted on several occasions from the user groups wishing to schedule a meeting. Elaine English confirmed that no response to our letter had been received. Brian Hayden advised that the Recreation Committee cannot meet to investigate the NB Trail project, as was discussed during our Board meeting of May 28, 2020, until the direction of the province is known, such as, will it be a bicycle only or multi use trail. Arthur Slipp stated it is difficult to understand who is responsible for initiating these discussions/meetings and requested that the NB Trails resolutions adopted at the May 28, 2020 Board meeting be read.

New Business:

2021 Draft Budget

Troy Stone, Chair of the Finance Committee, presented the 2021 draft budget, as reviewed by the Finance Committee, and previously circulated to the members.

During the Other Shared Service Operating & Capital Budgets presentation, indicating a budgeted cost of \$15,054 for the NB Trails project, Troy Stone stated that since this project does not affect all members, that cost is being shared by those members that the trail will run through only. Troy Stone advised that these members include, Bath, Florenceville-Bristol, Hartland, Perth-Andover, Woodstock, and the North/South Local Service Districts. Troy Stone advised that the Regional Service Delivery Act does not provide cost sharing flexibility and is based on population and tax base for those affected members only.

Arthur Slipp inquired if there was any funding remaining from the NB Trails project that could possibly be retained to cover the additional \$15K budgeted cost to the Regional Service Commission. Finance Manager, Joan Kennedy, advised there is approximately \$13K remaining from the original funding and Troy Stone stated that option could be investigated. Arthur Slipp asked if the Regional Service Commission is still considered the funding agency for the NB Trails project by the province, and Troy Stone confirmed at this time that was correct.

Brent Pearson asked if the Regional Service Commission has been compensated for the considerable amount of time required to administer this project. The Finance Manager, Joan Kennedy, advised that we have not been compensated. Brent Pearson advised there should be an Administration fee charged to manage this project.



Brent Pearson also inquired regarding the total Local Service District's cost sharing for the NB Trails project for the Local Service Districts that the trail does not run through and stated that the same rules that apply to the municipalities should also apply to the unaffected Local Service Districts. Troy Stone advised that was a valid point and noted that currently there is no breakdown of individual Local Service Districts reported to the government. Troy Stone asked Joan Kennedy if she could revise the cost sharing figures for review purposes, using only the affected Local Service Districts, which included: Brighton, Peel, Kent, Upper Kent, Perth, Andover, and a small portion of Woodstock and Upper Northampton.

Brian Hayden lead a further discussion regarding the fact that everyone will utilize these trails, regardless of the area the trail runs through and noted that it would be difficult to include additional cost to some of the less populated Local Service Districts, and suggested that cost remain as budgeted and move forward.

Sheila Cummings stated it is important that the Recreation Committee meet soon to determine if the Regional Service Commission should continue to assume this responsibility or completely pass the responsibility over to the user groups.

20-09-03

BE IT RESOLVED that the 2021 draft budget be approved to be distributed for a 45-day review to the municipalities and the Department of Environment and Local Government.

Moved: Troy Stone

Seconded: Arthur Slipp

Motion unanimously carried

Financials as of July 31, 2020

Troy Stone, Chair of the Finance Committee, presented the financials for each fund account, as of July 31, 2020, as previously circulated to the members and reviewed by the Finance Committee. Troy Stone advised that a strong balance sheet currently exists, showing an overall surplus of \$239K.

20-09-04

BE IT RESOLVED to approve the 2020 financials ending July 31, 2020, as presented.

Moved: Troy Stone

Seconded: Sheila Cummings

Motion unanimously carried

Chair's Report

Elaine English provided a Solid Waste committee update and advised that the Waste Diversion Manager, Barb Sharp, is doing a terrific job. Elaine English informed the members that JS Bellis has acquired the 9 remaining depots and they have been retrofitted and distributed to various communities. Elaine English stated that Barb Sharp was successful in her application for 3 Environmental Trust Fund Grants and will be distributed as follows:

\$45K HHW days being conducted in Florenceville-Bristol, Perth-Andover and Woodstock

\$30K – Waste Reduction Education

\$17K – Recycling in Schools

Elaine English informed members that the recycling bin pilot project that was conducted at the Carleton North School went very well and unfortunately due to fire marshal restrictions we were asked to remove the bins from the



school. Elaine English stated that Barb Sharp is currently working on creating a recycling education video and asked the members to explore the Solid Waste Facebook page and to share with their friends, as this is a great tool for communicating to the public.

Steve Manuel advised that he has scheduled a call with Sergeant Flewelling of the RCMP to request that communication with the RCMP and Public Safety resume with the Regional Service Commission and the possibility of conducting these meetings utilizing the Zoom conference tool was discussed. Brian Hayden advised that the Ayr Motor Center has a conference area that will allow for social distancing and would accommodate these types of meetings.

Adjournment:

Motion: The Chair, Elaine English, called for a motion to adjourn the meeting at 8:25 p.m.

Moved: Brian Hayden

Recording Secretary: Bev Gullison

A handwritten signature in blue ink, appearing to read "Troy Stone".

Troy Stone
Secretary

A handwritten signature in blue ink, appearing to read "Elaine English".

Elaine English
Board Chair