



Meeting of the Board of directors

Regional Service Commission #6

November 21st 2013

6:30PM

McKees Mills Recreation Center

1. CALL TO ORDER

M. Marc Henrie, chairman of the RSC6, calls the meeting to order at 6 :30pm and welcomes the assembly.

2. ATTENDEES

- **Marc Henrie, Chairman of the RSC6 and LSD of Saint-Paul**
- **David Hanson, vice chairman of the RSC6**
- **Roger Richard (LSD of Acadieville)**
- **Docile Cormier (LSD of Carleton)**
- **Henri E. Saulnier (LSD of Sainte-Anne-de-Kent)**
- **Aldéo Saulnier, Mayor of the Town of Bouctouche**
- **Pierrette Robichaud, Mayor of the Village of Rogersville**
- **Allan Marsh (LSD of Saint-Charles)**
- **Roger Doiron, Mayor of the Town of Richibucto**
- **Élie Thébeau (LSD of Saint-Ignace)**
- **Tina Beers (LSD of Harcourt)**
- **Roger Després (LSD of Cocagne)**
- **Roseline Maillet, Mayor of the Village of Saint-Antoine**
- **Herman Maillet (LSD of Sainte-Marie)**
- **Germaine Montague (LSD of Dundas)**
- **Christine Johnson, Councillor –Village of Saint-Louis-de-Kent**

ABSENT

- **Paul Lang, Executive Director of the RSC6**
- **Danielle Dugas, Mayor of the Village of Saint-Louis-de-Kent**
- **Bonar Morton (LSD of Weldford)**

OTHER ATTENDEES

- **Tanya Collette, Administrative assistant of the RSC6**
- **Jean Goguen, Planning Director**
- **Daniel Goguen, Manager, Local Services, Richibucto office**
- **André Cormier, Town Manager – Town of Bouctouche**
- **Yolande Chiasson, Translator**
- **Maurice Vautour (LSD Saint-Ignace)**
- **Jane Maillet, Accountant for Kent Solid Waste 2012**

3. CONFLICT OF INTEREST DECLARATIONS

No conflict of interest declarations.

4. ADOPTION OF THE AGENDA

2013-164

It was moved by Roseline Maillet, seconded by Docile Cormier that the item 8(a) Kent Solid Waste Commission's Financial Statement be moved to item 5 (b).

Motion carried

2013-165

It is moved by Roger Doiron, seconded by Aldéo Saulnier that Jane Maillet presents the audit financial statements of the 2012 for Kent County Solid Waste Commission.

Motion carried

2013-166

It was moved by Herman Maillet, seconded by Roseline Maillet that the agenda be accepted as modified.

Motion carried

5. ADOPTION OF THE MINUTES - MEETING OCTOBER 16th 2013

(a) Minutes

2013-167

It was moved by Pierrette Robichaud, seconded by Henri E. Saulnier that the minutes of the October 16th 2013 meeting be accepted as presented.

Motion carried

(b) Audit : 2012 Financial Statement for the KSWC

WHEREAS THE two previous commissions has to submit audited financial statements.

WHEREAS THE two previous commission had to close their books by December 31st 2012 because of the new regional service commission structure

WHEREAS THE accounting firm Jane Maillet et Associés Inc. has prepared the audited financial statements for the Kent County Solid Waste Commission.

2013-168

It is therefore resolved that Regional Service Commission #6 accepts the 2012 audited financial statements for the Kent County Solid Waste Commission.

Moved by : Roseline Maillet

Seconded by : Docile Cormier

Motion carried

2013-169

It is moved by Roger Doiron, seconded by Docile Cormier that the minutes of the audit committee meeting held on November 6th, 2013 be accepted as presented.

Motion carried

6. BUSINESS ARISING FROM THE MINUTES

a. PUBLIC PRESENTATIONS ONSHALE GAS IN THE COMMUNITIES

Discussion

7. CORRESPONDENCE

a) Letter received from Elsipogtog Economic Development

b) Letter received from NB Economic Council

8. COMMITTEES REPORT

a) Finance

2013-170

It is moved by Roseline Maillet, seconded by David Hanson that the minutes of the finance committee meeting of November 8th 2013 be accepted.

Motion carried

WHEREAS the previous Kent county Solid Waste Commission had established a base fee for the general administration of its services.

WHEREAS this base fee was calculated according to the tax bases of communities and the number of households in first nation communities.

WHEREAS the way to calculate the base fee is very complex and the transfer of the base fee to a tipping fee would simplify the work of the administration staff.

WHEREAS the proposed rate would cause an increase of around 8,600\$ for the solid waste services for LSD's and a reduction of around 7,687\$ for municipalities.

WHEREAS this revenue generating formula represents more the reality of the producer payer.

2013-171

It is therefore resolved that the RSC 6 recommends that the base fee for solid waste be eliminated and be replaced by a tipping fee of 21.50\$ a ton in 2014.

Proposé par : Roseline Maillet

Appuyé de : Henri E. Saulnier

Motion carried

WHEREAS the businesses that are producing commercial and industrial waste, also those that are producing construction and demolition waste are paying 4,82\$ a ton; this amount covers a portion of the administrative services of the solid waste department.

WHEREAS this fee hasn't gone up significantly in many years.

WHEREAS in the long term, the objective is that all types of waste (residential, commercial and demolition) have the same tipping fee.

2013-172

It is therefore resolved that the RSC 6 recommends that the tipping fee for the commercial waste (ICI) and the demolition waste (C&D) have an increase from 4.82\$ to 6.00\$ a ton in 2014.

Moved by : Roseline Maillet

Seconded by : Roger Doiron

Motion carried

WHEREAS the Rogersville region had two agreements for the disposal of its waste and the collection of recyclable material with RSC 3 and RSC 5.

WHEREAS since the RSC is still looking at all its options concerning its solid waste management in 2015 and that the contracts with RSC 7 and Tiru are ending December 31st 2014 and that it was not profitable to the Rogersville region to join the solid waste service with the other municipalities in RSC 6.

WHEREAS certain services will be offered by RSC 6 and that the Rogersville region will pay the tipping fee of 21.50\$ a ton to RSC 6

2013-173

It is therefore resolved that the board of RSC 6 accepts to renew the existing contract between the Rogersville region and the RSC 3 for its solid waste disposal at the Red Pine landfill at the cost of 46.75\$ a ton and also accepts to renew the existing contract with RSC 5 for the collection of recyclable material through a blue bin located at the Rogersville Cooperative at the cost of 18,000\$ in 2014.

Moved by: Pierrette Robichaud

Seconded by : Roseline Maillet

Motion carried

2013-174

It is moved by Roger Doiron, seconded by Docile Cormier that this is to certify that on 21st day of November 2014, the Board of the Regional Service Commission #6 resolved that the total operating budget for the Regional Service Commission for the 2014 calendar year would consist of total revenue of \$ 2,486,651\$ and total expenditures of \$2,486,651 and that the capital budget would consist of total expenditures of 0\$.

Motion carried

2013-175

It is moved by Roseline Maillet, seconded by Henri E. Saulnier that the financial report of October 31st 2013 be adopted as presented.

Motion carried

WHEREAS the KRSC offers a variety of services

WHEREAS there was not documents indicating the cost of services offered by the KRSC.

WHEREAS the KRSC has two rooms available for rental.

2013-176

It is therefore resolved that the board recommends the policy on the products and services offered by the Kent Regional Service Commission and that the document be sent to municipalities and the local service manager for the Minister so they have the chance to examine the document according to dispositions in the act obliging RSC's to give 45 days' notice so municipalities and LSD's can verify the document and the list of requested fees.

Moved by : Roseline Maillet

Seconded by : Germaine Montague

Motion carried

b) Policies and Procedures

NO REPORT

c) Ad hoc Committees

a. Website

WHEREAS the RSC has hired Girvan Media for the design of the RSC website

WHEREAS the RSC has received from the province a sum of 4,000\$ for the design of the website

WHEREAS the RSC has created an ad hoc committee to ensure that the website answers the needs of the RSC.

2013-177

It is therefore resolved that RSC 6 accepts the recommended website by the ad hoc committee and that the invoice of 4,000\$ be paid to Girvan Media for his work.

Moved by: Roseline Maillet

Seconded by : Aldéo Saulnier

Motion carried

2013-178

It is also moved that the ad hoc committee for the website be dissolved as the website is now created.

Moved by: Roseline Maillet

Seconded by : Henri E. Saulnier

Motion carried

9. REPORT ON COLLABORATIVE SERVICES ACTIVITY

a) Planning

Minutes from the August PRAC meeting circulated as well as the Construction Report

b) Solid Waste

Minutes from the October meetings is circulated and report of activities.

c) Police services

NO REPORT

d) Emergency measures

NO REPORT

e) Regional leisure and community infrastructure

NO REPORT

10. REPORT FROM THE CHAIR / VICE CHAIR

-Meeting with Mr. Paul Lang held on November 14th, 2013 – Revision of the Agenda for the Meeting of November 21st.

- Byrne @ 50 symposium held at the Fredericton WU centre on November 4th, 2013.

11. REPORT OF THE EXECUTIVE DIRECTOR

OCTOBER 15TH – Meeting with the department of solid waste at RSC 3
OCTOBER 15TH – Presentation of the RSC budget to the village of Rogersville
OCTOBER 16TH – Meeting with Melvin Doiron of CDR Acadie
OCTOBER 16TH – Meeting with the staff of RDÉÉ NB
OCTOBER 16TH – RSC #6 regular meeting in Kouchibouguac
OCTOBER 23RD – Meeting with Recreation NB in Woodstock
OCTOBER 23RD – Presentation of the RSC at the Rogersville Chamber of Commerce
OCTOBER 28TH – Meeting with Barry Glencross on solid waste
OCTOBER 29TH – Meeting with the LSD'S of the region to present the budget
OCTOBER 30TH – Meeting with Germaine Montague for the rural community project
OCTOBER 31ST – Meeting with Denis Mazerolle, Club Récréatif de Richibucto
OCTOBER 31ST – Meeting with Mélanie Arsenault of the department of Inclusive and Healthy Communities
NOVEMBER 1ST - Meeting with Caroline Arsenault of the Club d'âge d'or de Richibucto
NOVEMBRE 1ST – Meeting with Marc Henrie
NOVEMBER 1ST – Meeting with a group of Cocagne residents for a development project
NOVEMBER 4TH – Meeting with Serge Arsenault of the Club Richelieu de Richibucto
NOVEMBER 4TH – Meeting with Raymond Millier of the Elsipogtog First Nation
NOVEMBER 4TH – Meeting with the rural community committee of Notre-Dame
NOVEMBER 5TH – Meeting with the Richibucto Lions Club
NOVEMBER 5TH – Meeting with Myriam Larochelle of the Kent Family Resource Center
NOVEMBER 6TH – Meeting with the Audit committee in Bouctouche
NOVEMBER 6TH – Meeting with the solid waste contractors of Kent in Richibucto
NOVEMBER 7TH – Wellness forum for Kent and Miramichi in Rogersville
NOVEMBER 7TH – Meeting with the Groupe de développement durable du Pays de Cocagne
NOVEMBER 8TH – Finance Committee Meeting in Bouctouche
NOVEMBER 8TH – Meeting with André Daigle to examine municipal bylaws
NOVEMBER 12TH – Meeting with Jeanne Maillet of the Adamsville Community Center
NOVEMBER 12TH – Meeting with Phil Morris of the Harcourt Senior Citizens Group
NOVEMBER 12TH – Meeting with Joel MacIntosh of the Harcourt District Development Committee
NOVEMBER 13TH – Meeting with Assumption Life for the benefits of the employees of the RSC
NOVEMBER 13TH – Meeting with the South East NB Economic Development Advisory Committee
NOVEMBER 14TH – Meeting with RSC 7 to discuss GIS for Solid waste
NOVEMBER 14TH – Meeting with the solid waste technical committee
NOVEMBER 15TH – Visit of the solid waste infrastructure in PEI

12. OTHER QUESTIONS – INFORMATION REQUEST FROM THE BOARD – DISCUSSION ON IMPORTANT SUBJECTS RELATIVE TO THE COMMISSION

Discussion: Rural communities/ Municipalities

2013-179

It was moved by Roger Doiron, seconded by Herman Maillet that an information session be organized with 1-2 professionals regarding Local Government.

Motion carried

13. RESOLUTIONS

EMPLOYEE MANUAL – CHAPTERS 1 AND 2

WHEREAS the Executive Director is developing an employee's manual.

WHEREAS it would be too difficult to adopt the whole document by the finance committee and the Board.

WHEREAS the RSC 6 is taking examples from the two previous commission's HR policies and also policies coming from municipalities in order to prepare ours.

2013-180

It is therefore resolved that the RSC 6 accepts the recommendations of the finance, administration and human resources committee for the chapters 1 and 2 of the employee's manual.

Moved by: Roseline Maillet

Seconded by: Henri E. Saulnier

Motion carried

14. NEW BUSINESS

- a) **The third meeting with Minister Dany Souci will be held next December 4th.**
- b) **Follow-up on Minister Leonard's powerpoint presentation.**

15. QUESTIONS FROM THE PUBLIC / PRESENTATIONS

Question from Mr. Maurice Vautour.

16. CLOSURE OF MEETING

2013-181

It is moved by Roseline Maillet that the closure of the meeting is at 8:14pm.