



# Southwest New Brunswick Service Commission Regular Board Meeting – September 23, 2021

## Commission Members & Staff Present: (absent members printed in bold and italic)

Allan MacEachern – St. Stephen – Zoom	Brian Glebe – LSD - Zoom	Dennis Blair LSD
Sheena Young – LSD - Zoom	Jim Tubbs – LSD	Heather Hatt – LSD - Zoom
Bonnie Morse – Grand Manan - Zoom	Sam Walsh – LSD - Zoom	Ken Stannix – McAdam
Wayne MacQuarrie – LSD - Zoom	Winston Gamblin – Harvey	<b>Harvey Matthews – Campobello</b>
Wade Greenlaw – LSD- Zoom	Glenn Hawkins - LSD	Brad Henderson – Saint Andrews - Zoom
John Craig – Blacks Harbour - Zoom	John Detorakis – St. George - Zoom	

### Guests:

Kathy Curtis – LSD Alternate -Zoom	Annette Townes – LSD Alternate
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### Staff:

Hollis Bartlett -Zoom	Claudette MacLean - Zoom
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### Call to order

Chair, K. Stannix called the meeting to order at 6:00 pm.

### Declaration of Quorum, Acknowledgement of Visitors

Live streamed via You Tube.

### Conflict of Interest Declarations

There were no conflicts of interest declared.

### Adoption of Agenda

21-40 It was moved by B. Henderson and seconded by W. MacQuarrie to accept the agenda as presented.  
MOTION CARRIED UNANIMOUSLY.

### Adoption of Minutes

21-41 It was moved by G. Hawkins seconded by W. McQuarrie that the minutes of the August 26<sup>th</sup>,  
2021 meeting be accepted as presented. MOTION CARRIED UNANIMOUSLY.

### Business Arising from Previous Meetings

21-42 It was moved by D. Blair, seconded by J. Tubbs to repeal v. 7.8 of PRAC by-laws and replace  
with v.7.9. MOTION CARRIED UNANIMOUSLY.

### Speed sign update – H. Bartlett

H. Bartlett sent out the Policy and Procedures for the speed sign to all CAO's and the LSM to distribute to the LSD's.



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### **PID 15063928 Wall Street property update – H. Bartlett**

A Request for Proposals was distributed to the Board for the Wall Street Housing Development.

**21-43 It was moved by G. Hawkins, seconded by D. Blair that the RFP be put out for distribution.**

**MOTION CARRIED UNANIMOUSLY.**

### ***New Business***

#### **By-law Update for January 2022 – H. Bartlett**

H. Bartlett asked the Board if they could put together a small by-law committee to meet once to make the necessary changes to the by-laws. S. Walsh, D. Blair and W. Greenlaw volunteered.

#### **Strategic Plan Update & Discussion – H. Bartlett**

H. Bartlett informed of the Strategic Plan update scheduled for this fall. He felt it would be worthwhile to wait until January 2022 to review as the White Paper is to be released by the province by year end. The Board agreed and this task will be undertaken in early 2022.

### ***Committee & Staff Reports***

#### **Executive Directors Report – H. Bartlett**

H. Bartlett presented his report which was included in the Board Packages distributed by email.

He attended a meeting earlier in the week concerning Community Resiliency with Province looking for a coordinator for a Resilience Plan. More information will follow when available.

W. Greenlaw requested a graph for where the building permits are concentrated. H. Bartlett will follow up.

J. Detorakis questioned the cost of RCMP budget increases for 2022. Also, he asked about landfill gas flaring, which H. Bartlett noted it is being worked on now and looking at the best use of the gas. It is possible to extract the gas and sell it to the natural gas pipeline. It is an exercise we intend to do in the new year. A. MacEachern and J. Detorakis offered to visit the site and tour the facility, to look at options.

#### **Strategic Plan Update – H. Bartlett**

H. Bartlett presented his report which was included in the Board Packages distributed by email.

#### **Regional Collaborative Committee Report – W. MacQuarrie**

W. MacQuarrie presented his report which was included in the Board Packages distributed by email.

#### **Technical Advisory Committee Report – W. Gamblin**

W. Gamblin presented his report which was included in the Board Packages distributed by email.

**21-44 It was moved by W. Gamblin and seconded by S. Walsh the name of this committee be changed to Landfill Technical Committee.**

**MOTION CARRIED UNANIMOUSLY.**



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## Financial Report – H. Bartlett

H. Bartlett presented the August 2021 financial report which was included in the Board Packages distributed by email.

## Date & Time of Next Board Meeting

The next meeting of the Board be October 28, 2021, 6:00 pm.

## Question & Answer Period

G. Hawkins questioned the annual surplus, asking if this is the normal. H. Bartlett explained the surplus goes into the Capital Reserve Fund. With the landfill being very capital intense, it is necessary to keep the tip fee at a steady rate. K. Stannix noted that the Finance & Audit Committee have discussed this multiple times and we will revisit it if it gets too high. W. Greenlaw noted the outside waste is a variable that can't be controlled. H. Bartlett noted we are conservative on the budget from outside sources. G. Hawkins felt we are not accounting for in the surplus in the budget. It's really a reporting issue. A. MacEachern asked these same questions a few years back, with noting it should be budgeted and noted this is the way it needs to be done in a municipality.

W. Greenlaw questioned the RCMP costs that H. Bartlett sent out right before the meeting. He asked it be further discussed at the next meeting.

## Adjournment

**It was moved by D. Blair that the board meeting be adjourned at 7:00 pm.**

Minutes recorded via video recording, You Tube and handwritten by Claudette MacLean, Staff.

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**Ken Stannix, Chair, SNBSC**

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**Hollis Bartlett, Executive Director, SNBSC**

## ACTION POINTS:



\* **RCMP Budget Information**

\* **Graph – Building Permits issued regionally**