

Region Service Commission 8

Minutes of the Regional Service Commission 8 AGM, April 27, 2017 at Hampton.

A. Attendance

Marc Thorne, Mayor of Sussex, Chair
Catherine MacLeod, Deputy Mayor of Sussex Corner
Juliana Booth, Mayor of Norton
Ken Chorley, Mayor of Hampton
John Henderson, LSD Representative
Tammie Spraggett, LSD Representative
Karin Boye, LSD Representative
James McCrea, LSD Representative
Elaine Dailey – LSD Alternate
Thom Parkhill – LSD Representative
MaryAnn Coleman, LSD Representative

Absent: Tony Raymond and Mark Flewwelling

Staff of RSC8 – Executive Director Steve Roberts, Conor Tripp, Bev Wilcox, Kaitlin Burpee, Wayne Mercer, George Paulin, Lauren MacDonald, Natalie Reid and Elaine Murphy
Recording Secretary – Pam Kaye
Hampton CAO – Richard Malone
King County Record – Tammy Scott Wallace
Public - 3

B. Opening of Meeting – Marc Thorne in the Chair

The Chairperson called the meeting to order at 7:00 pm and welcomed everyone attending. The Chair also thanked the RSC8 staff for all the work done and attending the meeting tonight. Also thanked Mayor Ken Chorley for hosting this year's AGM in the newly renovated court house.

The chair asked for approval of the agenda

Motion: To approve the agenda of April 27, 2017 AGM

Moved: Director McCrea

Moved: Director Parkhill

Motion carried (11-0)

The Chair introduced each board member and thanked them for their hard work over the year.

C. Conflict of Interest

The Chairman asked if anyone had a conflict of interest. None declared

D. Approval of Minutes

Motion to approve minutes of 2016 AGM, April 26th meeting

Moved: Director Chorley

Seconded: Director Henderson

Motion Carried (11 -0)

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E. 2016 ANNUAL REPORT – On Solid Ground by Executive Director Steve Roberts

First I would like to thank the staff tonight for their dedicated and hard work during the past year. As well a thank you to the board for their willingness to work together.

RSC8 went through a few changes in the past year, they took over operation of the transfer station on January 1, 2016 and were able to reduce the tip fee from \$120.08 per tonne to \$101.70 per tonne. This reduced tip fee provided significant savings to our member communities and allowed this service to continue in a sustainable manner, placing it on solid ground.

The planning service saw significant reductions in costs while maintaining the required service levels in our Region. During 2016, we reduced our operating planning budget by \$130,899.00 while maintaining service levels and once again placing this service on solid ground.

The board, staff and member communities should be proud of the fact that by working together, we have been able to make these core services sustainable.

In 2016, RSC8 approved a total of 63 subdivisions, involving the creation of 89 building lots. While 299 building permits with a total value of \$18.4 million were issued, 51 were for new housing starts with a value of \$8,997,000 and 126 electrical permits were issued for the year.

RSC8 staff were involved with several other initiatives such as meetings and workshops to keep up with current professional associations.

RSC8 applied for and received an Environmental Trust Fund grant from the Province of NB in the amount of \$25,000 to support: Recycling and Community Awareness Campaign.

RSC8 staff worked with a local company to create 11 new signs for the Transfer Station to include our RSC8 Solid Waste logo and simplify the signage. We also ordered various promotional items to give away to residents after presentations. Print, radio and social media campaigns were launched to educate the public on our new mobile application and to remind residences to not bring their tires to the transfer station. Promotional clothing was also ordered for the RSC8 Solid Waste staff, so they can be identified while working with the public and to help with our new branding initiatives.

Storm Water Management Plan is the creation of multiple watershed based maps, using a series of maps with information on the watershed in our area. These maps are to be used with certain criteria to determine which watershed is the most vulnerable. Flood layers will be needed and the maintenance of these layers will be an ongoing process.

Leisure Services – this is year two of a three year project with many successes. They will strive to enhance and grow a regional network by connecting communities with one another in an effort to explore and provide cost effective, affordable and sustainable leisure services in the region.

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F. Presentation of 2016 audited financial statements by Andrew Logan of Teed Saunders Doyle

Last week the board and Andrew Logan went over the financial statements and answered questions. There are some significant changes in the last year due to the takeover of the transfer station. Budget figures are within a few dollars, showing there are good controls in place and expenses are watched closely.

Noticed a marked improvement with the addition of Sarah Hicks working on the financial statements. There is a deficit this year but hopefully this can be changed this year.

The chair thanked Andrew for the report and will have questions later.

Motion to approve audited financial statements by Director Henderson, seconded by Director Chorley

Motion accepted (11-0)

G. New Business

Motion to appoint Pam Kaye as Board Secretary by Director Spragett, seconded by Director Parkhill

Motion carried (11-0)

Motion to appoint Teed, Saunders Doyle to perform 2017 audit by Director McCrea, seconded by Director MacLeod

Motion carried (11-0)

Board Election

Nomination of Chair & Vice-Chair

Chair Thorne is not re-offering but thanked everyone for the past year

Nominations were done previously through email.

Only one nomination for Chair is Thom Parkhill – call for further nominations, called three times, nominations seized.

Congratulations to Thom Parkhill being voted in as Chairperson

Two nominations for vice-chair – Tony Raymond and Mark Flewwelling call for nominations, called three times, nominations seized.

Vote – 11 ballots 6 – Tony Raymond 5- Mark Flewwelling

Congratulations to Tony Raymond being voted in as Vice-Chair

Standing Committees –

Solid Waste - Tammy & Tony expire June, only 1 nomination M a r c Thorne expressed interest, RD opened floor for nominations. Ken Chorley nominated Jim McCrea who declined. Will approach at other time

Finance committee – five people nominated Tammy removed her name, no further nominations Mark Flewwelling, Karin Boye, Maryann Coleman and Tony Raymond nominated.

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HR committee – John Henderson, Karin Boye, Thom Parkhill, and Ken Chorley nominated

Director Chorley would like to thank you Marc for your guidance over the past year, it's a very time consuming job.

Questions from Public

Mac McKnight – thank you for everything I asked for, I have a question about expenses for board member but don't see secretary's costs. Why are they not in with the rest? ED replied they are with board costs.

I hate deficits, don't be like the government. ED explained the deficit was revenue driven from solid waste tonnage being down and recycle is down with a major loss of ICI.

The chair replied we do not intentionally run deficits and felt we were very conservative with budget this year.

Frank Jopp – I feel costs for secretary should be under general expenses.

The deficit could be made lower by adjusting during year - adjust tipping fee during year and summary of solid waste committee expenses.

Is there any planning update? Connor answered this that he is currently reviewing village of Norton, and then plans to work on LSD of Hampton and Studholm.

Adjourned the meeting by Director Thorne at 7:55pm.

ED Roberts thanked Andrew Logan for attending the meeting.

Refreshments were served and enjoyed by the board members and public.