

Regional Service Commission 8
2017 Annual Report

A look *back*...
and a look *forward*



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RSC8 Mission Statement...

Regional Service Commission 8 is committed to providing and facilitating regional service delivery in an open and transparent way.

We will look for ways to collaborate to find efficiencies in delivering those services that benefit the Region as a whole, while respecting local interests.

We will be respectful of each other and our member communities as we work to build collaboration in our region so we can become stronger together.

At RSC8, we believe in...

Being respectful

Holding ourselves accountable for results

Working collaboratively

Making a difference

1.0 Message from the Chairperson

In 2017 the Board of Regional Service Commission 8 continued to work to provide its core services – planning and solid waste – as well as to find efficiencies. The Board had seven regular monthly meetings as well as several in-camera meetings. Standing committees -- Finance and Budget, Solid Waste, Planning Review and Adjustment, and Human Resources -- met throughout the year to facilitate the working of the Commission.

It is common for Boards of Directors to develop strategic plans. Such plans identify, out of all the possible activities for a Board might undertake, the particular ones the Board will focus on. While there was some preparation for Directors, the actual planning was a half-day session organized and led by two of our Directors. At the end of the afternoon we arrived at six priorities. Looking back, it was good to get our first strategic plan under our belts. As I read the eleven-page Strategic Plan, dated June 2017, I cannot recall many of the discussions that led to that document. I'm not sure how many Board Directors would claim ownership of this plan. Looking ahead I am sure the Board can improve the strategic planning process. I look forward for the next planning process being longer, over a series of meetings, and being directed by experts not on the Board.

It's safe to say that the Three Stream Sorting System has affected nearly every resident of the Region. Looking back, this was the biggest change in our solid waste services since the Commission began operating the transfer station in January of 2016. The addition of another bag to the sorting system has meant greater efficiencies and thus savings of money and land for the residents of the Region. Yes, we have to buy another bag, but we are therefore better able to take responsibility for the waste we produce through our everyday purchases. The RSC 8 staff has managed this transition from a Two to Three Stream Sorting System from the level of education to dealing with questions and complaints to the Transfer Station itself, with expertise and aplomb. Looking forward I anticipate the RSC 8 staff will continue to give excellent service to the residents of Region 8.

Looking back to 2017, I see issues in Planning. My own LSD, Johnston, requested help to come up with a Rural Plan last year. We are told we'll begin the process in 2020 because there are two LSDs ahead of us. Meanwhile the effects of climate change are more and more obvious, while for us the help that a Planner might give with climate change adaptation among other things seems very far away. I look forward to the restoration of some of the vitality to the Planning Department.

Finally, while this message is about 2017, we know that 2018 has brought challenges for this Board. I look forward to the Board continuing to meet those challenges and to find a fair and ethical way through them.

Sincerely,

Thom Parkhill

Chairperson, RSC 8 Board

2.0 A Look Back...Looking Forward

The Regional Service Commissions were established on January 1, 2013 under the enabling legislation of the Regional Service Delivery Act making 2017, the fifth year of existence of Regional Service Commission 8. In order to move forward and understand where we need to go, we must take the time to look back and learn from the past five years.

During 2017, it became clear that we still have a ways to go, specifically in the area of regional collaboration. Each Regional Service Commission has the ability to add additional or voluntary services in order to share the costs of these services. These services would not otherwise be feasible without the economies of scale found in distributing these costs over a larger population and tax base.

While we must always be cognisant of cost, it cannot be the only driver if we are to truly fulfill our role as a SERVICE commission. We must be open to looking at initiatives that benefit our LSD's, Municipalities and more importantly our Region in order to grow and make it a better place to live. Over the past five years, there have been several initiatives in the areas of tourism, recreation and economic development that have not been supported because the focus is solely on cost of such services. There has to be more than one driver in order to make choices for the betterment of our Region. We must also consider the environmental, societal, economic and health benefits that these services may bring.

We need to consider the benefits of these opportunities and the tangible examples of how they improve the lives of our neighbours and communities. One shining example of this, is the Hampton Regional Leisure Services Committee and their work on Regional Leisure Services. This committee (if solely focused on cost) would not have recognized the benefits to our seniors and general population in these LSD's and the Town of Hampton. No one can argue with the numerous letters and cards we received from the people in these LSD's and the Town of Hampton, supporting and expressing their appreciation for such a valuable service.

Now....we must look forward and not continue to focus on the past. Obviously, we have had some challenges but with every challenge there is an opportunity and continuing to move forward while looking over our shoulder, will continually direct us into brick walls. Let's learn from the past, continue our past success in the area of good responsible fiscal management but not let that prevent us from moving forward and considering the overall benefits to the people we represent.

We have to be willing to look back, not to dwell on our past, rather to learn and improve, so that we always keep moving forward.

3.0 Profile of Region

Located in the south-central part of the province, the Regional Service Commission 8 (RSC8) has an area of 4009 square kilometers.

The RSC8 region is characterized by suburban/rural communities. It includes two towns (the Town of Hampton and the Town of Sussex), two villages (The Village of Norton and the Village of Sussex Corner), and 14 local service districts (LSDs) (Brunswick, Cardwell, Hammond, Hampton, Havelock, Johnston, Kars, Norton, Springfield, Studholm, Sussex, Upham, Waterford, Wickham).

The RSC8 region has a total population of 29,000 and combined assessed property values of approximately \$2.5 billion. Currently, 62 per cent of the population resides within the unincorporated areas and 38 per cent of the population resides within municipalities.

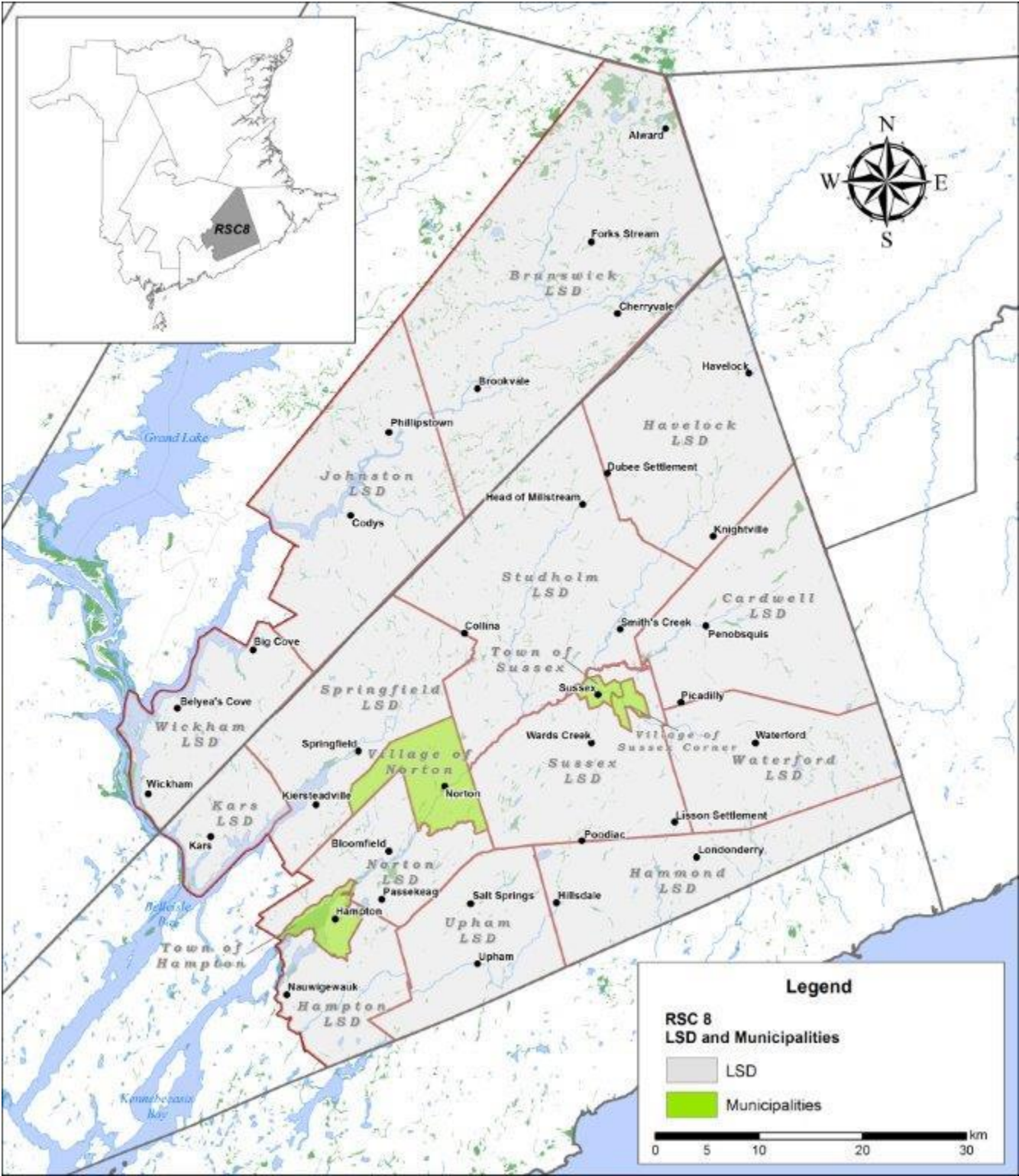
In terms of the two official languages, 97 per cent reported English as their mother tongue, with one per cent reporting French as their mother tongue.

Most of the working population lives and works within this region. The economic base of this region is supported primarily through natural resource-based industries (including forestry and mining) and, agriculture, tourism, service industries and retail businesses.

Communities within this region are cost sharing on solid waste through the RSC8 (formally known as Kings County Solid Waste Commission). As for economic development, the majority of the region is currently served by Opportunities NB and the CBDC. Presently the LSDs, the Village of Norton and the Village of Sussex Corner receive land use planning services from Regional Service Commission 8. The Town of Sussex and Hampton provides its own land use planning services.

Policing in the region is provided by the RCMP through various agreements. In terms of fire prevention and suppression services, there are currently 9 separate fire departments (three municipal, and seven LSD serving the region. Exhibit 3.1 provides a detailed map of the region.)

Exhibit 3.1



4.0 Governance and Administration

4.1 Member Communities

Municipalities

Village of Sussex Corner Village of Norton

Local Service Districts

Hammond	Waterford	Springfield
Cardwell	Sussex	Hampton
Brunswick	Wickham	Upham
Johnston	Studholm	Kars
Havelock	Norton	

4.2 RSC8 Board Members

Thom Parkhill, Chair	Local Service District Representative
Tony Raymond, Vice-Chair	Local Service District Representative
John Henderson	Local Service District Representative
Mary- Anne Coleman	Local Service District Representative
Marc Thorne	Mayor, Town of Sussex
Mark Flewwelling	Mayor of the Village Sussex Corner
Tammie Spraggett	Local Service District Representative
James McCrea	Local Service District Representative
Ken Chorley	Mayor of the Town of Hampton
Karin Boye	Local Service District Representatives
Juliana Booth	Mayor of the Village of Norton

Legislation provides that alternates may attend in the event that an LSD representative or the Mayor of the Municipality cannot attend a meeting. The following is a list of alternates:

Elaine Daley	Local Service District Representative
Catherine MacLeod	Deputy Mayor of the Village of Sussex Corner
Ann-Marie Snyder	Deputy Mayor of the Village of Norton
Robert Doucette	Deputy Mayor of the Town of Hampton
Ralph Carr	Deputy Mayor of the Town of Sussex

Planning Review and Adjustment Committee

The Planning Review and Adjustment Committee (PRAC) is appointed by Regional Service Commission to carry out advisory and decision-making functions as specified under the provincial *Community Planning Act*. These responsibilities include, but are not limited to, decisions or recommendations on development applications and land use planning advice to either the Municipal Council or the Minister of Environment and Local Government. The decisions and recommendations made by this Committee are guided by the provisions of the *Community Planning Act*, and any regulations and by-laws thereunder. The deliberations of the Committee are supported by the analysis and advice of professional staff of RSC8. The RSC 8 PRAC serves the Villages of Norton and Sussex Corner as well as the 14 Local Service Districts within Region 8.

PRAC Members

David Henderson, **Chairman**

Robert Bates, **Vice Chair**

Reece Black

John Blenis

Harley Hunt

Rick Horton

Susan Northrup

James McCrea

Marylou Wiggins

The Committee met in the months of January, April, August, October and November.

Standing Committee Members

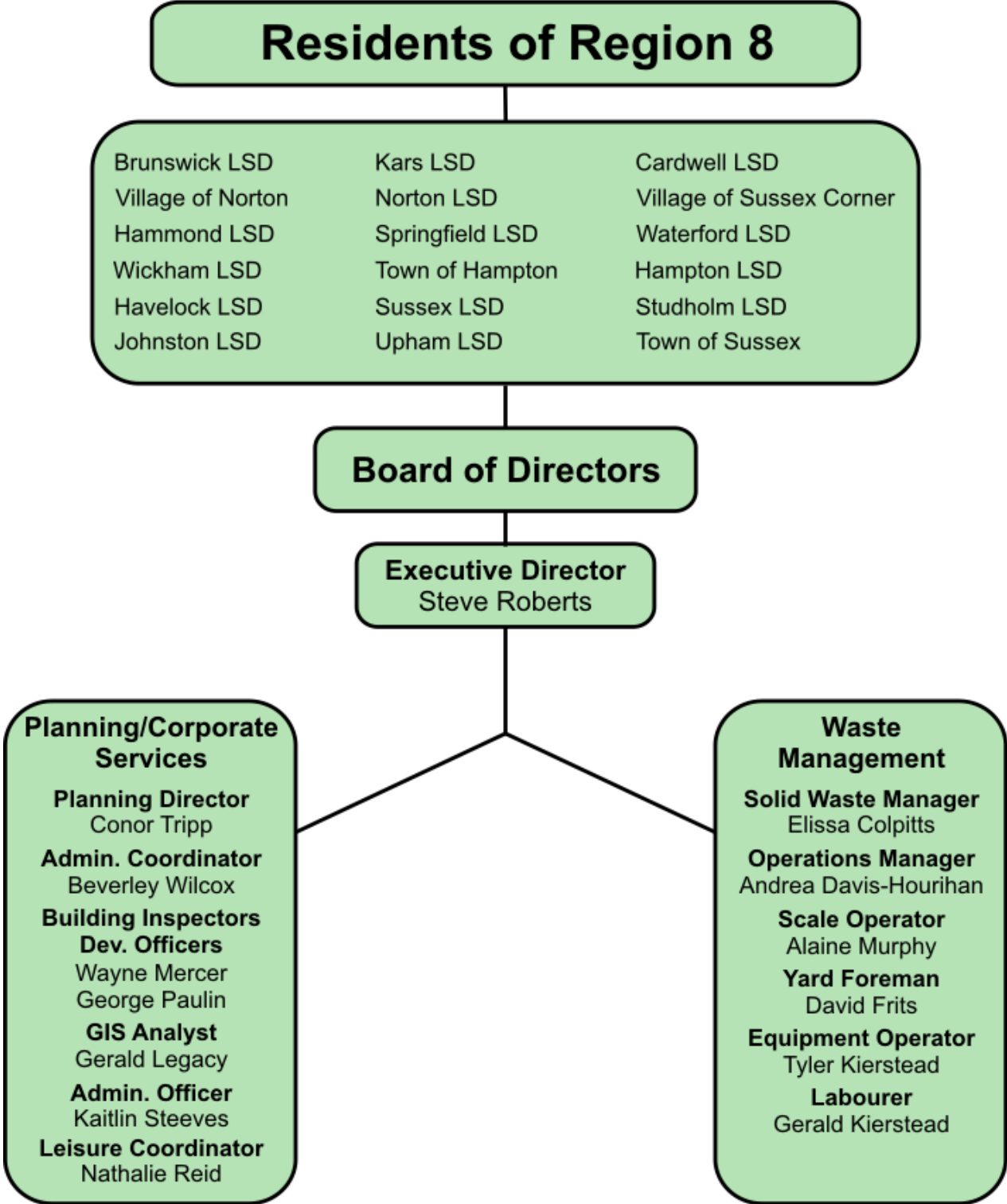
Finance Committee	Solid Waste	Human Resources
Karin Boye, Chair	Ann Marie Snyder, Chair	John Henderson, Chair
Mary Ann Coleman	Ben Whalen	Thom Parkhill
Mark Flewwelling	Marc Thorne	Karin Boye
Tony Raymond	Tammi Spraggett	Ken Chorley
	Tony Raymond	
	Frank Jopp	

4.3 Organizational Structure

The Board of Directors of RSC 8 is made up of eleven directors from the area of Queens and Kings County. Based on a formula provided by the Provincial Government, there are seven directors from Local Service Districts (LSDs) and four directors from municipalities. The mayors are mandated to the board and the LSD representatives were elected by their peers. An election is held for Board members to elect a chair and vice chair. The Executive Director reports to the Board and all staff of the Regional Service Commission 8 report to the Executive Director. Staff is comprised of a planning director, solid waste programs and public relations manager, solid waste operations manager, solid waste yard foreman, 2 solid waste labourers, solid waste scale operator, administrative coordinator, 2 building inspectors, GIS specialist and an administrative officer.

Exhibit 4.1 depicts the organizational structure, recognizing the importance of its members at the highest level of organizational chart.

Regional Service Commission 8 Organizational Chart



5.0 Service Provisions

5.1 Land Planning and Inspection Services

According to the *Regional Service Delivery Act*, Regional Service Commissions (RSCs) are responsible for providing local land use planning services to all of its members that are local service districts and can enter into an agreement to provide such a service to its municipal members.

Regional Service Commission (RSC8) powers and responsibilities with respect to land use planning are outlined in the *Community Planning Act*. These generally include:

- Development and administration of rural plans, and building and subdivision by-laws
- Approval of new subdivisions
- Planning advice to municipalities, rural communities, and the Minister of Environment & Local Government
- Issuance of building permits
- Inspection of new development and buildings

RSC8 also provides education to municipal councils, rural community committees and the general public with respect to land use and environmental issues, planning, and the National Building Code. It liaises with community representatives and develops partnerships with the communities it serves.

Regional Service Commission 8 provided local land use planning services to the following communities:

Municipalities

Village of Sussex Corner Village of Norton

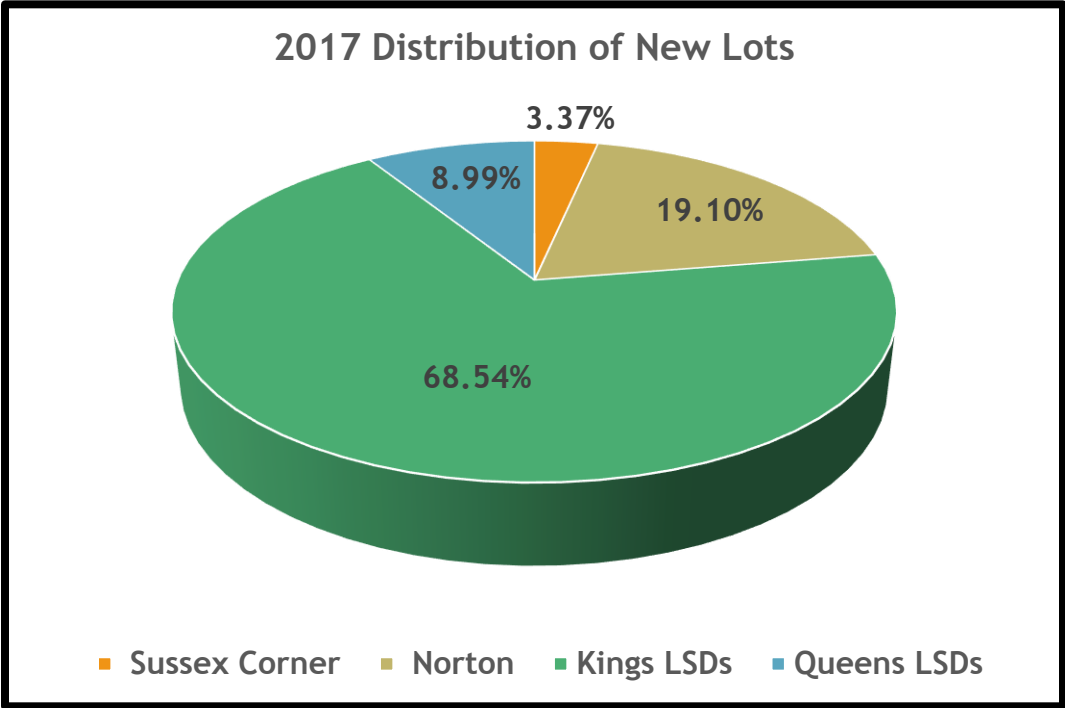
Local Service Districts

Hammond	Waterford	Springfield
Cardwell	Sussex	Hampton
Brunswick	Wickham	Upham
Johnston	Studholm	Kars
Havelock	Norton	

Subdivision Development

Subdivision is the process of altering legal property boundaries. It usually involves the dividing of a property into smaller parcels of land. It can also include the realignment of existing property lines or the consolidation of one or more properties into a single parcel. RSC8 staff are responsible for overseeing and granting approvals for the subdivision of land. While staff is ultimately responsible for subdivision approval, some plans of subdivision require additional approval from the Planning Review and Adjustment Committee. These types of plans of subdivision include those that included the creation of public roads, require variances to lot size, or create lots that do not front on a public road.

In 2017, RSC8 approved a total of 60 subdivisions, involving the creation of 89 building lots. The total number of subdivision approvals represents an 4.76% decrease from the subdivision approvals for 2016, and the number of approved building lots in 2017 equaled the same number as in 2016.



For a breakdown of the number of subdivisions and lots created please refer to Exhibit 5.1.

Exhibit 5.1			
2017 Subdivision Approvals			
<u>Villages</u>	<u>Subdivisions</u>	<u>Building Lots</u>	<u>Percent of Total Lots</u>
Sussex Corner	4	3	3.37%
Norton	8	17	19.10%
TOTAL VILLAGES	12	20	22.47%
<u>Local Service Districts</u>			
Cardwell	4	4	4.49%
Hammond	1	5	5.62%
Hampton	9	14	15.73%
Havelock	1	2	2.25%
Kars	3	7	7.87%
Norton	2	3	3.37%
Springfield	8	7	7.87%
Studholm	2	2	2.25%
Sussex	6	6	6.74%
Upham	3	3	3.37%
Waterford	4	8	8.99%
Total Kings LSDs	43	61	68.54%
Brunswick	0	0	0.00%
Johnston	3	2	2.25%
Wickham	2	6	6.74%
Total Queens LSDs	5	8	8.99%
TOTAL LSDs	48	69	77.53%
GRAND TOTAL	60	89	100%

Building Activity

Obtaining a building permit ensures that a development is in conformity with building regulations and bylaws as well as the National Building Code. Building permits are issued for the protection of the property owner and for the safety of future property owners and occupants. Since June of 2002, following the adoption of a supplementary building regulation by the Provincial Government, structural building inspection service have been provided to all of the rural areas of the Province.

In 2017 RSC8 issued 354 building permits, 18.3% more than the 299 permits issued in 2016. The total value of construction was \$23.3 million which is an increase from the total value of construction of \$18.4 million in 2016. The increase in building permit numbers as well as total value of construction may be an indication the region is recovering from the closure of the PotashCorp Picadilly Mine in Penobscis.

Exhibit 5.2 provides a breakdown of construction activity by sector.

Exhibit 5.2			
Building Activity by Sector – 2017			
TOTAL BUILDING PERMITS	Building Permits	Value of Construction	Percent of Total
Residential (including accessory buildings)	316	17,695,540	76.07%
Agricultural	13	3,088,000	13.27%
Commercial	19	2,102,800	9.04%
Public Buildings	5	228,400	0.98%
Industrial	1	147,818	0.64%
GRAND TOTAL	354	23,262,558	100.00%

Of the 316 Residential building permits issued in 2017, 90 of those were for new housing starts. New housing starts includes new single family homes, installation of mini homes and seasonal residential development. The construction value of those 90 permits was \$11,516,100 which compares to the 51 building permits valued at \$8,997,000 in 2016 for new housing starts.

Exhibit 5.3 provides a detailed breakdown of 2017 construction in individual Local Service Districts (LSDs) and Villages.

Exhibit 5.3					
2017 Building Activity (compared with 2016)					
	2017			2016	
Location	Building Permits	Value of Construction	Percent	Value of Construction	Percent
<u>Kings County</u>					
Sussex Corner Village	33	\$1,209,500.00	5.20%	\$1,277,490.00	6.93%
Norton Village	24	\$2,335,100.00	10.04%	\$787,000.00	4.27%
Cardwell	18	\$784,818.00	3.37%	\$712,500.00	3.87%
Hammond	5	\$158,400.00	0.68%	\$1,540,000.00	8.36%
Hampton	49	\$4,342,500.00	18.67%	\$4,684,000.00	25.42%
Havelock	10	\$356,300.00	1.53%	\$679,249.00	3.69%
Kars	17	\$899,600.00	3.87%	\$362,000.00	1.96%
Norton	18	\$1,627,000.00	6.99%	\$608,000.00	3.30%
Springfield	34	\$2,228,000.00	9.58%	\$1,185,500.00	6.43%
Studholm	38	\$3,289,540.00	14.14%	\$1,454,600.00	7.89%
Sussex	35	\$2,261,600.00	9.72%	\$3,181,000.00	17.26%
Upham	7	\$195,500.00	0.84%	\$319,000.00	1.73%
Waterford	12	\$1,619,300.00	6.96%	<u>\$59,000.00</u>	<u>0.32%</u>
Total	300	\$21,307,158.00	91.59%	\$16,849,339.00	91.45%
<u>Queens County</u>					

Brunswick	8	\$239,000.00	1.03%	\$323,000.00	1.75%
Johnston	20	\$908,400.00	3.90%	\$461,500.00	2.50%
Wickham	26	\$808,000.00	3.47%	<u>\$791,000.00</u>	<u>4.29%</u>
Total	54	\$1,955,400.00	5.20%	\$1,575,500.00	6.93%
GRAND TOTAL	354	\$23,262,558.00	100.00%	\$18,424,839.00	100.00%

Building Permits for Electrical

Separate building permits are issued for electrical upgrades and electrical changeovers for existing structures in cases where no structural building activity is taking place. These Building Permits for Electrical Only are forwarded to the electrician who then applies for a wiring permit from Public Safety. A total of 149 electrical building permits were issued during the year.

Status of Rural Plans

Village of Norton

A review of the Village of Norton Rural Plan was in progress throughout 2017 and was nearing its completion as the year came to an end. Conor Tripp has been the lead planner on this project. Council, along with Conor, were pleased to see this review coming to completion.

Other Initiatives

The following is a brief overview of some of the initiatives or activities undertaken by the RSC8 Staff that are in addition to ongoing tasks defined under the *Community Planning Act* including, the preparation of Rural Plans, and the processing of applications for rezoning, subdivision, variances and adjustments, Rural Plan enforcement, and the issuing of building permits and related inspections.

- RSC8 staff meets with our municipal partners on request or as warranted. These meetings offer an opportunity for RSC8 staff to meet with the Council to answer general questions and cultivate public relations. These meetings may also be specific to an issue of interest or concern including a development, a Rural Plan Amendment, or by-law enforcement, or a general public information session.
- The Planning Director regularly attends meetings of the Provincial Planning Directors. This group includes the Planning Directors from the RSCs across the province, as well as, several larger urban municipalities. This forum allows an opportunity to “share notes” on matters of mutual interest and to regularly liaise as a group with staff of the Department

of Environment and Local Government, including the Deputy Minister. Of note, the Planning Directors have had ongoing discussions with provincial staff regarding the development of Regulations under the new *Community Planning Act*, and a variety of procedural matters related to the implementation of the new *Community Planning Act*.

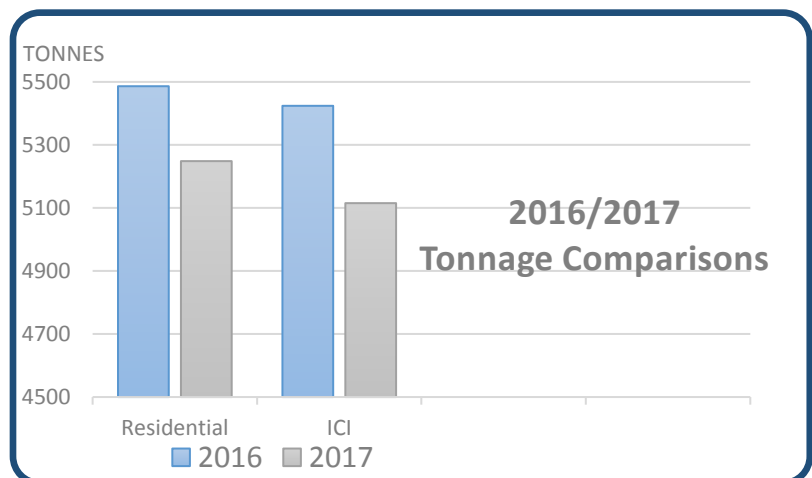
- Over the course of the past year, RSC8 staff have presented at or participated in a variety of forums that aided in the exchange of knowledge and information with the public and peers.
- In order to stay in touch with issues at a Provincial and Maritime level, RSC8 staff participate in their respective professional associations in a variety of capacities.
- George Paulin is the Zone 6 Representative on the Executive of the New Brunswick Building Officials Association.
- The 2017 Atlantic Planners Institute Conference was held in Charlottetown, Prince Edward Island where RSC8 was represented by Planning Director, Conor Tripp.

5.2 Solid Waste Services

In accordance with the Regional Service Delivery Act, RSC 8 is also tasked with providing a solid waste disposal service to all its members. These services are provided to the Town of Sussex, Villages of Sussex Corner and Norton, and the LSD's of Norton, Hammond, Johnston, Springfield, Kars, Wickham, Sussex, Havelock, Studholm, Brunswick, Upham and Cardwell. While both the LSD and Town of Hampton are within Region 8's boundaries, they do not currently receive our solid waste services. It should be noted that RSC 8 is not responsible for residential waste *collection*. Contracts with haulers are arranged by the municipality, or in the case of LSD's, by the Province.

After over 20 years of private sector operation, RSC 8 took ownership of the Transfer Station in early 2016. All waste generated by RSC 8 members is hauled/delivered to the Transfer Station and then shipped to the landfill, ECO 360 (Southeast Regional Service Commission), where it is further processed at sorting stations and recycled as possible.

The tonnage numbers weighed in at RSC8 Transfer Station for 2017 saw an overall decrease compared to those of 2016. Residential waste had a decrease of approximately 237 tonnes. A decrease of approximately 308 tonnes was recognized for Industrial, Commercial and Institutional (ICI) waste. We will continue to monitor tonnage data in 2018.



In February 2017, the RSC 8 Board of Directors passed a motion to switch from the current Blue/Green sorting system to the new 3-Stream Sorting system. Our waste partner regions, Southeast Regional Service Commission and Kent Regional Service Commission made this switch a year prior and with our shift, all residential waste entering the ECO 360 landfill is now 3- Stream. This meant the addition of a clear bag, a change to sorting requirements as well as adapted pick-up schedules. The new program officially launched in September and the results have been positive, given the magnitude of change.

In 2017, RSC 8 applied for and received an Environmental Trust Fund grant from the Province of New Brunswick in the amount of \$50,000. This grant was able to support the *Introduction of Three Stream Sorting* campaign. This ETF project included:

- Conducting several 3-Stream Sorting information sessions/open houses throughout the Region.
- We were able to conduct a mass mail-out which included a letter explaining the shift to the new system, a clear garbage bag, a flyer to promote our web and smartphone app tools and brand new sorting guides and collection schedules to every residential household in our Region.
- The solid waste department was rebranded to reflect the new changes
- Community groups and schools were reached out to for presentations
- New activity books were created for school aged children
- We were also able to spread awareness through social media as well as print and airwave media.

Throughout 2017, RSC 8 continued to carry out our popular programs, which included:

- Household Hazardous Waste Collection days with 803 cars taking part in the spring and diverting over 10 tonnes and 210 cars attending in the fall, diverting over 8 tonnes of HHW from the landfill
- Residential Waste Free Drop-off Events saw 38 tons in the spring and 30 tons in the fall.
- Residents in our Region helped to divert over 2000 kg's of batteries from the landfill by using any number of our free battery recycling depots.
- Reports show that several people are using our Solid Waste app, Web calendar and Waste Wizard.

We look forward to continuing these programs and further building upon them. We strive to provide for the efficient, economical and environmentally friendly disposal of solid waste in our Region.

Looking Forward

An application was submitted for a 2018 Environmental Trust Fund grant to help support our *3-Stream Waste Awareness Program*. The Commission will continue to expand on education and awareness surrounding our new recycling system which will include organized tours of the ECO 360 landfill as well as the development of new education material.

5.3 Geomatics

The following GIS activities and projects were carried out over the past year.

- 1) **Mapping for Region 12 (St. Stephen Area) Waste Management Facility:** This project is a joint project with Region 12 Waste Management Facility to produce mapping to identify the current location of permanent residence in the area for distributing and creating a pickup schedule for the recycle bins used for their garbage.
- 2) **Mapping for Region 12 (St. Stephen Area):** Multiple mapping project (adjustments) for preparing the RSC12 boundaries, properties, infrastructures, etc. Basic updating is required periodically.
- 3) **Mapping for Region 9 (Woodstock Area):** Multiple amendments and variances to rural plans in the area.
- 4) **Mapping for Region 9 (Woodstock Area):** Multiple mapping project (amendments) for the RSC9 rural plans. Basic updating is required periodically.
- 5) **Storm Water Management Plan GPS:** The Trout Creek and part of the Kennebecasis River was digitized last spring and throughout the summer to create a map of the river bed. This map is to be used in the yearly maintenance Storm Water Management Plan project.
- 6) **Mapping for the new Village of Norton Rural Plan:** The Village of Norton Rural Plan was being updated and required some changes to the mapping of the rural plan.
- 7) **Mapping for Village of Norton (Storage Bin Location):** The location of sea containers and transport boxes was GPS for future use in the village of Norton Rural Plan.
- 8) **District Property Layer Upgrading:** District mapping of property required upgrading to maintain an accurate database. This work has been completed for the 2016 property layers (with property ownership and other information). Updated 3 to 4 times yearly.
- 9) **Road Network Updates:** The road network requires upgrading to maintain an accurate database. This work is completed with road names, road types and other information. Basic updating is required periodically.
- 10) **Mapping for Solid Waste Management:** The eco360 tool requires updates to be done throughout the year. Mapping for the haulers' routes was needed for 2016.
- 11) **RSC8 Boundary Study:** Mapping and Statistics for RSC8 was utilised for the boundary project 2016. This project was to provide options on boundary changes and what benefits the results would offer the RSC8.
- 12) **General Planning Support:** GIS staff provides ongoing support to the Development Officers in their administration of Rural Plans and Basic Planning Statements. This responsibility ranges from fairly heavy during the peak construction season to light in the off-season.
- 13) **Public Map Creation:** Creation of maps from public inquiries.
- 14) **Other Miscellaneous Duties:** Provide website updates and IT solutions for daily computer/printer issues and server upgrade.

5.4 Leisure Services

2017 was year three of a three year project to explore the development of regional leisure services in the Greater Hampton Region thanks to the continued partnerships of the RSC8; the Hampton Regional Leisure Services Committee (HRLSC); the Province of New Brunswick's Department of Tourism, Heritage, and Culture; the LSDs of Hampton, Kingston, Norton, Springfield, and Upham; the Town of Hampton; and the Department of Environment and Local Government.

The project is guided through the Hampton Regional Leisure Services Committee (HRLSC) a dedicated group of volunteers who foster the enhancement of leisure services for the greater Hampton region for the health and well-being of the people. The Greater Hampton region catchment area includes the LSD's of Hampton, Kingston, Norton, Springfield, Upham and the Town of Hampton which is a section of RSC8 service area. The HRLSC met several times throughout the year.

The HRLSC is comprised of the following members: Deputy Mayor Robert Doucet, Chairperson, (Town of Hampton), Pam McKenzie (LSD Hampton), Al Walker (LSD Hampton), Gig Keirstead (LSD Kingston), Gillian Urquhart (LSD Norton), Lynn Ann Duffley (LSD Springfield), Karin Boye (LSD Upham), John Blenis (LSD Upham), and Mayor Ken Chorley (Town of Hampton).

Six (6) objectives have been identified to guide the enhancement of regional leisure services which are collaboration, cooperation, communication, awareness, capacity building, and infrastructure. The following highlights some of the activities undertaken and/or are ongoing tasks:

1) Collaboration:

The HRLSC continued to meet, and engage with key stakeholders and we continue to see organizations becoming more aware of one another within their community and inter-regionally. One opportunity that presented itself this year was the hosting of the NB 55+ Games in the region. The Town of Hampton, Town of Sussex, and the HRLSC (RSC8) partnered to jointly host the NB 55+ Games between September 21 and 23 of this year. The provincial event brought over 200 participants from across the province to the region for fun and socialization. The event overall was a success due to the fantastic collaboration and cooperation demonstrated by the hosting communities throughout the planning and delivery of the games. It was the first time the provincial games were jointly hosted and offered in a more rural setting in the province. The hosting of the games came with at \$15,000 hosting grant plus registration fees that were collected to invested into the region to secure venues, supplies, and entertainment.



NB 55+ Games
Hampton- Sussex 2017

Bowling Event at the Sussex Candlepin Bowling
located in the Village of Sussex Corner



NB 55+ Games
Hampton- Sussex 2017

First Pickle ball Event of NB 55+ Games at the
Tennis/Pickle ball Courts located in the
Town of Hampton



NB 55+ Games
Hampton- Sussex 2017

Horseshoe Event at the Hampton Riding Center
located in the LSD of Hampton



NB 55+ Games
Hampton- Sussex 2017

Timed Walk at the Sussex Elementary School
located in the Town of Sussex

2) Cooperation:

Again, this year we continued to focus our efforts with bringing seniors together in the region through exercise and socialization thanks to \$14,720 in funding secured through Saint John Community Foundation. The regional working group of seniors that was formed continues to meet and implement the regional senior exercise program call “Fit Over 50 Series” were free exercise classes are offered in 6 communities once a week. Attendance in year two continues to be strong with classes ranging from 25-30 in most locations. Planning is currently underway to host a Regional Senior’s Expo in the late spring of 2018.



Fit Over 50 Series Class

Located in the LSD of Upham at the Upham WI Hall.



Fit Over 50 Series Class

Located in the LSD of Springfield at the Hatfield Point Baptist Church

3) Awareness:

We used social media to raise awareness and promote various facilities in the region with our “facility of the week” promotion. We specifically promoted trails located in the region by highlighting a trail each week and its features over a 6 week period. We also hosted meetings and outreach session in the LSD’s of Hampton and Upham to raise awareness of our work and be a means to collect input and ideas from the communities. More outreach sessions are planned in the coming year.

4) Communication:

The “Hampton Regional Leisure Services” Facebook page continues to be our primary tools to share news and is gaining a presence online with another modest increase in likes to 478 likes from 429 likes this time last year. Leisure news continues to be shared on the RSC8 website under the Leisure Services section. The newly developed Hampton Regional Information Directory and Facility Map are another set of communication tools to help raise awareness of the assets and opportunities available. A connecting communications resource was developed and shared with organizations provide them with tips on ways to share news about their upcoming events available in the region.

5) Capacity Building:

Planning is underway for training opportunities to development leadership and capacity of our volunteers in the upcoming months that focus on areas of interest to the region such as social media and insurance.

6) Infrastructure:

In an effort to coordinate and promote natural and built infrastructure a Hampton Regional Leisure Information Directory and Hampton Regional Leisure Facility Map were developed. Continuing to provide support to local facilities in their efforts to enhance features of their facility, apply for grant funding, and encourage better utilization.

The HRLSC continues to strive to enhance and grow regional a leisure network by connecting communities with one another in an effort to explore and provide cost effective, affordable, and sustainable leisure services in the region.

6.0 Financial Information

Under the Regional Service Commission, each community pays for the services they receive through one service provider rather than a range of providers.

Regional Service Commission 8 does not have the authority to tax service users. Municipalities within our district are invoiced directly on a quarterly basis for the services they receive. The Province is also invoiced quarterly for the services provided to Local Service Districts within Region 8's boundaries.

Annual audited financial statements

The annual audited financial statements for 2017 have been provided by Teed Saunders Doyle & Co.

Per diems and expenses paid out to Board members

Directors submitted and approved expenses – January 01, 2017 to December 31, 2017

Thom Parkhill, Chairperson	Totals
Attends: Board and Committee meetings	
Per Diem	\$2,970
Tech Allowance	\$720
Kilometres	\$680
Lodging	\$0
Meals	\$27
<hr/>	<hr/>
Total	\$4,397
 Juliana Booth	
Attends: Board meetings	
Per Diem	\$1,105
Tech Allowance	\$1,440
Kilometres	\$172
Meals	\$0
<hr/>	<hr/>
Total	\$2,717

Karin Boye

Attends: Board and Committee meetings

Per Diem	\$1,730
Tech Allowance	\$1,440
Kilometres	\$678
Meals	\$0
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Total	\$3,848

Ken Chorley

Attends: Board and Committee meetings

Per Diem	\$1,520
Tech Allowance	\$1,440
Kilometres	\$692
Meals	\$0
<hr/>	
Total	\$3,652

Mary Ann Coleman

Attends: Board and Committee meetings

Per Diem	\$1,125
Tech Allowance	\$1,320
Kilometres	\$169
Meals	\$0
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Total	\$2,614

Elaine Daley (Alternate)

Attends: Board meetings

Per Diem	\$540
Tech Allowance	\$120
Kilometres	\$41
Meals	\$0
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Total	\$701

Mark Flewwelling

Attends: Board and Committee meetings

Per Diem	\$1,000
Tech Allowance	\$1,440
Kilometres	\$0
Meals	\$0
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Total	\$2,440

John Henderson	Totals
Attends: Board and Committee meetings	
Per Diem	\$1,020
Tech Allowance	\$1,200
Kilometres	\$360
Meals	\$0
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Total	\$2,580

Catherine MacLeod (Alternate)	
Attends: Board meetings	
Per Diem	\$250
Tech Allowance	\$0
Kilometres	\$38
Meals	\$0
<hr/>	
Total	\$288

James McCrea	
Attends: Board and Committee meetings	
Per Diem	\$1,468
Tech Allowance	\$1,440
Kilometres	\$906
Meals	\$78
<hr/>	
Total	\$3,892

Norman Munro (Alternate)	
Attends: Board meetings	
Per Diem	\$125
Tech Allowance	\$0
Kilometres	\$36
Meals	\$0
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Total	\$161

Tony Raymond, Vice Chair	
Attends: Board and Committee meetings	
Per Diem	\$1,300
Tech Allowance	\$1,440
Kilometres	\$599
Meals	\$0
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Total	\$3,339

Ann-Marie Snyder (Alternate)

Attends: Board meetings

Per Diem	\$125
Tech Allowance	\$0
Kilometres	\$12
Meals	\$0
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Total	\$137

Tammie Spraggett

Attends: Board meetings and Committee meetings

Per Diem	\$1,310
Tech Allowance	\$1,440
Kilometres	\$201
Meals	\$0
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Total	\$2,951

Marc Thorne

Attends: Board and Committee meetings

Per Diem	\$1,980
Tech Allowance	\$1,320
Kilometres	\$50
Lodging	\$0
Meals	\$0
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Total	\$3,350

Tipping Fees Received

In 2017 RSC8 set the tipping fee at \$106 per tonne and received a total of 10,363.82 tonnes in residential, industrial, commercial and institutional waste combined. This revenue was used for the operations of the transfer station as well as programs and public relations costs associated with solid waste in Regional Service Commission 8.

ETF funding

ETF funding was granted in the amount of \$50,000. Details are included under Solid Waste Services.

Other fees received

Building permit and planning service fees are collected on behalf of the member Municipalities and Local Service Districts within our region. These fees are returned to the members on a quarterly basis.

The annual amounts returned for 2017 are:

Village of Sussex Corner	\$ 8,529
Village of Norton	\$ 15,137
Local Service Districts	\$109,226

7.0 Contact Information

Regional Service Commission 8

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E4E 2W8

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