

SOUTHEAST REGIONAL SERVICE COMMISSION

REGULAR MEETING

MINUTES

March 30, 2021 – 6:30 p.m.

Board Members Present:

Mayor Gerald (Jerry) Gogan	Chair, Village of Petitcodiac
Mayor Roger Caissie	Vice-Chair, Town of Shediac
Mayor Ann Seamans	Executive Member, Town of Riverview
Mayor Yvon Lapierre	City of Dieppe
President C.F. (Chuck) Steeves	LSDs Representative
Mayor Terry Keating	Village of Salisbury
Acting Mayor Ron Aiken	Town of Sackville
Mayor Dawn Arnold	City of Moncton
Acting Mayor Andrew Casey	Village of Alma
Mayor Ronnie Duguay	Beaubassin-East Rural Community
Mayor Jerome Bear	Village of Dorchester
Mayor Barry Snider	Village of Hillsborough
Mayor Michel Gaudet	Village of Memramcook
Mayor Judy Scott	Village of Port Elgin
Mayor Jim Campbell	Village of Riverside-Albert
Mayor Serge Léger	Village of Cap-Pelé
President Ronald Boudreau	LSDs Representative
President Heather Russell	LSDs Representative
President Ronald Titus	LSDs Representative

Staff Present:

Gérard Belliveau, Executive Director
Roland LeBlanc, Director of Solid Waste/Ec0360
Sébastien Doiron, Director of Planning
Stephanie Thorne, Chief Financial Officer
James Bornemann, Geomatics Manager/Technical Support

Invited Guests:

Minister Trevor A. Holder, Post-Secondary Education, Training and Labour
Alain Basque, Assistant Deputy Minister of Adult Learning and Employment

The meeting was called to order at approximately 6:32 p.m., with Chair Gerald Gogan presiding.

1. **Recording of Attendance**
2. **Conflicts of Interest Declarations**

No conflicts of interest declared.

3. **Adoption of the Meeting Agenda**

MOVED BY: Terry Keating
SECONDED BY: Jim Campbell

to adopt tonight's Meeting Agenda as presented.

MOTION CARRIED - UNANIMOUS

4. **Adoption of the Minutes**

- (a) Minutes of the Regular SERSC Meeting of February 23, 2021

MOVED BY: Ann Seamans
SECONDED BY: Ronald Titus

to adopt the Minutes of the Regular SERSC Meeting of February 23, 2021 as presented.

MOTION CARRIED – UNANIMOUS

5. Business Arising from the Minutes - None

6. **Presentations**

- (a) Presentation by Minister Trevor A. Holder – RE: Regional Economic Development Model (20-30 minutes)

Executive Director Gérard Belliveau provided a brief explanation as to how this matter came about. He explained that correspondence, signed by both Minister Trevor Holder and Minister Daniel Allain, was received in early February. The letter, relating to economic development, outlined what occurred in the Greater Saint John region and what opportunities could be available for the Southeast region. The Ministers were invited to come before the SERSC Board of Directors in order to lay out the government's economic development strategy.

Minister Holder began by informing Board Members that Minister Allain will not be present tonight, as he will be attending a Caucus meeting. He noted that Minister Allain could possibly join the meeting a little later.

Minister Holder then provided background information on the government's re-vamped workforce development strategy in New Brunswick. He noted that the previous criteria-based strategy was rigid and did not fit with all communities alike. The newly established strategy is viewed as being more flexible to the needs of the workforce/communities. The Province's approach is to fit people into programs instead of fitting programs to people. The following was also highlighted:

- Minister Holder explained how the Greater Saint John model was formed. He noted that he met with the that region's economic development officials who suggested that one regional economic development agency be created for the entire region rather than having several economic development groups. The agency would bring in real estate development, population growth, tourism, etc. under one umbrella. All municipalities in this Region voted unanimously in support of for this strategy.

The government decided to fund the new Regional Economic Development Agency on a performance-based model - sustainable funding for up to 10 years. Funding conditions were explained in detail. Targets would have to be met within 5 years, otherwise the funding could be in jeopardy. Two years were allotted in order to put targets in place. An evaluation of workforce development and population growth would be conducted after 5 years.

- Minister Holder said the government is interested in creating the same type of funding model for other regions within the Province. He noted that the Southeast Regional Service Commission has a long track record of working well together and is well positioned to take on a similar model.

At this point, Minister Holder opened the floor to questions.

Mayor Dawn Arnold thanked Minister Holder for his presentation. She agreed with the Minister in that the SERSC is remarkably successful in working collaboratively together and is very proud of its success. She then asked Minister Holder if the Province is flexible with the parameters or whether the Greater Saint John model would have to be used.

Minister Holder said the Province is very flexible and is not applying a “cookie-cutter” approach for the entire province. He noted that the Province would like the SERSC to replicate the Greater Saint John model with respect to magnitude. In other words, the more participation from the region’s municipalities/communities/LSDs, the better. It was noted that the model would be unique for each situation/region.

Minister Holder provided background information on how the Province conducts business in terms of labour market supports. He noted that it was based on a 1970’s model (Federal Programs for Manpower Services). In 1996, the Federal Government downloaded these programs onto the Provinces. He noted that challenges are different today (such as workforce shortages).

The Minister’s associate, Alain Basque (Assistant Deputy Minister of Adult Learning and Employment) added that the government department is aware that a new organization needs time to get off the ground. He explained that in the first year, the government expect a 5-year schedule with clear measures and targets (key activities to be taken on). The government will provide a \$10 million dollar investment commitment, over a 10-year period (funding of up to \$1 million/yr.). Dialogue is key. The Department will monitor the service delivery, as stipulated in the contract.

LSDs President C.F. (Chuck) Steeves said he appreciates the fact that it will not be rushed into. Mr. Steeves asked what the Province is doing differently as it relates to its funding and involvement with a larger regional approach rather than just a few municipalities being involved. Minister Holder responded by saying the sustainable funding was not there before. It was funded on a case-by-case basis and there was not sustainable funding. This Province expects targets to be met, in order to receive sustainable funding.

Mayor Yvon Lapierre asked the Minister how similar would a potential SERSC model have to resemble that of Greater Saint John’s. Mayor Lapierre noted that the Southeast Region is the most populated region in the province. Minister Holder noted that population does play a role in this matter. He said the more municipalities/communities and LSDs that participate, the better. The Province will need to approve the proposed model.

Minister Holder was of the opinion that this is a great opportunity for the Southeast Region, given the great spirit of collaboration, and the amazing thing the region has done, economically speaking. The government wishes to partner with the region.

Mayor Jim Campbell commented that, coming from the Fundy region of Albert County, he does not want to be left behind. Minister Holder suggested that Mayor Campbell, along with other Albert County Mayors, reach out to Minister Holland for his support.

Chair Gogan noted that significant opportunities could be available for the Albert County area, along Route 114, given the linkage of the Fundy Trail Parkway.

Chair Gogan asked Minister Holder what the timeline was to put forth a proposal. Minister Holder said the sooner the better. It was noted that with municipalities heading into an Election, new Board Members will need to be brought up to speed on the proposal.

At this point, Executive Director Belliveau explained that it is possible for the Board of Directors to make a Resolution that, in principle, the Board demonstrates interest in the process. He said he would provide Board Members with more information at the April 27, 2021 Board Meeting. A significant amount of information will need to be gathered for discussion, prior to any decision. Various economic development groups will be consulted as well.

Mayor Arnold asked the Minister what type of municipal funding model was used by the Saint John region. Mr. Holder said he will have to look into what municipal formula was used.

Mayor Jerome Bear question whether a resolution is necessary at this time. He wondered if research could be done first and that it be brought back to the Board in April for a Resolution, if required. Mr. Belliveau said that a Resolution shows the Board's intent as well as government's.

MOVED BY: Roger Caissie
SECONDED BY: Yvon Lapierre

that the Board of Directors of the SERSC agrees in principle that there is an interest in moving forward with a Regional Economic Development model for the Southeast Region.

MOTIONCARRIED - UNANIMOUS

Chair Gogan thanked Minister Holder for his presentation. The delegation left the meeting.

7. Report on Collaborative Services Activity – None

8. Committee Reports

(a) Financial Matters

(i) Finance Services' Report for February 2021

CFO, Stephanie Thorne quickly reviewed the Financial Statements for February. The following was highlighted:

- Surpluses are showing in most of the Funds, with the exception of the Electricity Fund and WA Transpo, which was expected. Solid Waste Fund showed a deficit as of February 28th. Ms. Thorne explained that the deficit was most likely caused by the region going into the Red Phase (COVID-19) for a period of time in January and February. It was noted that less ICI

- material was coming to the site during this period. Funds are expected to rise, moving forward. Recycling markets are also on the rise meaning more revenues will be generated.
- Year-end Audit has been completed. An Audit Report should be received this week. Also, the Audit Committee will be meeting virtually on April 6th at 4 p.m. to review the Auditor's Report.
 - A virtual Finance and Budget Committee meeting is slated for April 13th at 4 p.m. The Committee is expected to review the Auditor's Report at that time.

No questions.

- (ii) Memorandum – Transfer of Funds from the Cooperative and Regional Services Fund to the Emergency Measures Fund

A memorandum relating to the Transfer of Funds from the Cooperative and Regional Services Fund to the Emergency Measures Fund was submitted with the Board Meeting material.

- (iii) Resolution - Transfer of Funds from the Cooperative and Regional Services Fund to the Emergency Measures Fund

MOVED BY: Ronald Boudreau
SECONDED BY: Terry Keating

that the Board of Directors of the SERSC authorizes a transfer in the amount of \$28,441 from the Cooperative & Regional Services Operating Fund to the Emergency Measures Operating Fund.

MOTION CARRIED - UNANIMOUS

(c) Solid Waste

- (i) Verbal Report - Technical Committee Chair

Solid Waste Technical Committee Chair Ronald Boudreau provided Board Members with an update. The following was highlighted:

- Solid Waste Operations continue to go well, while following COVID-19 protocols.
- Residential waste was up for the first few months of 2021. ICI material was down compared to this time last year.
- Recycled material was down slightly.
- Prices for recycled material have increased (i.e., cardboard, and plastic material). The new equipment used to remove cardboard for the recyclable stream, has increased amounts significantly.
- Customers using Eco Depots have increased significantly, as these are becoming more and more popular with residents.
- Generator continues to operate efficiently, however, revenues were down slightly because of equipment maintenance. The Generator continues to reduce our carbon footprint.
- Glass Depots are expected to be operational some time in April. Glass Depot drop-off sites include Sackville, Shediac, Cap-Pelé, Riverside-Albert, Dieppe, and Riverview for the first phase. Glass can also be recycled at the Memramcook site, at Eco Depots and at the Solid Waste site.
- Staff met with Minister Daniel Allain, Minister Gary Crossman, and their staff regarding three potential projects for the Solid Waste site. The projects include the utilization of landfill

gas and compost, as well as the project of transforming plastics into combustible fuel. The Ministers were very impressed with these endeavours.

At this time, Solid Waste / Eco 360 Director Roland LeBlanc updated Board Members on the results of the recent Reuse Expo. Mr. LeBlanc displayed his presentation. The following was highlighted:

- The Expo was a great success, and hopefully the first of many more to come.
- Reuse Expo was explained as an event bring together people who wish to donate items they no longer need or want to charitable organizations. These organization will give the items a second life. The exercise will help divert these types of material from landfill.
- The event was held on March 26th & 27th at the Moncton Coliseum (Agrena Complex). A large number of charitable organizations participated, including: Enviro Plus, Habitat for Humanity, Eco Vision (formerly Atelier de l'artisan), to name a few.
- The drive-thru pilot project was kept low key, for the most part.
- Items such as: mattresses, chairs, sofas, washers and dryers, clothing, small household items, toys, etc., were donated.
- Perishable and non-perishable food items, clean glass was also accepted.
- Over 230 happy customers participated. Organizations were also happy to participate and to receive the gently used items.
- A second event is anticipated for the Fall (likely at the end of September). Staff also anticipates having food available (hamburgers/hotdogs, hot and cold beverages, etc.)
- Photos of the event where displayed.

Mayor Arnold commented on the amazing job done by Eco 360 staff. She noted that a new affordable housing development is coming to Moncton in the coming months, and she hopes Eco 360 can also assist Rising Tide.

LSDs President C.F. (Chuck) Steeves mentioned that several organizations (Harvest House, Hospice SENB, etc.) are also looking for gently used clothing. Mr. LeBlanc said staff will be reaching out to organizations in need of clothing.

Executive Director Belliveau commented that this event was a huge success and will no doubt continue. Mr. Belliveau noted that in the past, staff had spoken of perhaps building a reuse warehouse on site, in the future. The Eco 360 team has shown that the need is present. This would also help with diversion from the landfill, while contributing to a social cause.

Mr. LeBlanc noted that the Eco Depots could be expanded to include a reuse drop-off.

Mayor Lapierre added that staff should be mindful of other organizations doing the same type of service and perhaps extend invitations to join along. Mr. LeBlanc added that this type of event could host 40-50 groups. Next step for staff is to celebrate the success of this event. Social Media posts will also be added to acknowledge this very successful event. Organizations will be invited to participate in this free service.

Mayor Seamans added that the event will coincide with "Clean-Up Week" and therefore, a lot of material will be diverted from landfill.

(d) Local Planning

- (i) Local Planning and Development Activity Report for February 2021

Planning Director Sébastien Doiron updated Board Members on Local Planning Operations. The following was highlighted:

- **Development Activity Report** - As of March 23, 2021, 500 files were opened. The number is significantly higher than in past years, at that same time. Twelve rezoning applications have also been received, as of March 23, 2021.
- February 2021 figures show a total of \$7.3 Million dollars in value.
- **New Building Code Act** – Background was provided. Mr. Doiron explained that a letter expressing various concerns was prepared by RSC Planning Directors and the NB Planners' Association. This letter was sent to the Minister of Justice and Public Safety. The letter detailed the lack of communication/consultation and respect for municipalities and RSCs who will be significantly impacted by the changes. The concerns included the elimination of exemptions (i.e., building permit waivers) also, the new Act requires accessory buildings (ex. baby barns) in the rural areas to submit detailed drawings with building permit applications (i.e., engineered drawings for trusses, stamped lumber requirement, etc.). An increase in fees is also expected. These changes will trigger additional inspections, which were not required in the past. Consequently, additional building inspectors will need to be hired, as the added inspections will generate an elevated workload. The removal of the waiver requirement will no doubt result in unauthorized construction taking place. By-law enforcement will need to increase. It is anticipated that an increase in legal issues for municipalities/communities will materialize. Several articles have appeared in the media (newspapers and social media). Several associations (NB Architects Association, Canadian Home Builders' Association, Greater Moncton Home Builders' Association, Chambers of Commerce, NB Building Officials' Association, NB Planners' Association) have expressed concerns. It was noted that there are three hospitals currently undergoing construction projects and the changes to the Act will have an impact on these projects.
- An e-mail, with a list of questions, was sent by the Planning Directors to Justice and Public Safety officials. A response was provided; however, there appeared to be a lack of understanding by those who answered the questions. It was noted that the Planning Directors have invited the Acting Director of Technical Inspection Services to attend the upcoming Directors' meeting; however, the invitation was declined. A follow-up will be given at a later date.

President C.F. (Chuck) Steeves noted that he has been following the developments on Social Media and in newspaper articles. He said he failed to see why people were upset other than because of the lack of notice given for the change to the Act. He questioned whether it was simply accepting an update to the Building Code. Mr. Doiron said Mr. Steeves was correct in that it was to simply to accept the update to the Code (2015) and the 2011 Energy Code; however, the concerns stem from the omissions from the Regulations. The issues lie with the Regulation and not the Building Code itself. In the past, the Regulation included the stipulation that building permit waivers were needed in order to acquire an electrical permit. This stipulation triggered some control over unauthorized construction, in turn needing less enforcement, causing less illegal activity and less cost to municipalities.

Executive Director Belliveau added that as a Commission, we are affected in that 600 new inspections will be generated, requiring 1-2 more inspector(s). By eliminating the waiver requirement, an increase in unauthorized construction will occur. Court costs for municipalities will no doubt increase. With the new regulation, an out-building measuring 200 sq. ft. will need to meet Code (i.e., requiring stamped lumber, truss drawings, etc.). The new Act was put in place on February 1, 2021 and Planning staff was informed on February 5, 2021. No time was given to adapt. This will also affect WAWA permits (DOE).

(e) Planning Management Committee – No Report

- (f) Trails Council – No Report
- (g) Regional Recreation Advisory Committee – No Report
- (h) Public Security Committee – No Report
- (i) Strategic Plan – No Report

9. Tenders and/or Requests for Proposals

- (a) Memorandum – Award of Tender (#2021-MRF-01): For Material Recovery Facility - Partial Roof Replacement and Repairs

Solid Waste Director LeBlanc briefly explained that two bids were submitted. Unfortunately, documentation was lacking on the lowest bid and thus, the remaining bidder is being recommended.

- (b) Resolution - Award of Tender (#2021-MRF-01): For Material Recovery Facility - Partial Roof Replacement and Repairs

MOVED BY: Jim Campbell
SECONDED BY: Ronald Boudreau

*that the Board of Directors of the SERSC awards the Tender 2021-MFR-01: Material Recovery Facility - Partial Roof Replacement and Repairs to **Edgeline Construction Ltd.** per the terms and conditions listed in the Tender Documentation as follows:*

The contract amount (based on the Bid Price and post-Tender Addendum #1) for a total value of \$94,000.00 plus H.S.T. of \$14,100.00 for a total value of \$108,100.00.

MOTION CARRIED - UNANIMOUS

- (c) Memorandum – Award of Tender – Cell 17 Geosynthetic Liner

Solid Waste Director LeBlanc briefly explained that this Tender was unusual in that all of the suppliers declared a “*force majeure*” (uncontrollable events), because of the issues with the supply chain and problems with oil price fluctuations, as they could not guarantee the price between the time of bid and the time of award. Last week, the Executive Committee was asked to give staff permission to proceed temporarily, in order to lock in the price. Staff is recommending the low bidder.

- (d) Resolution - Award of Tender – Cell 17 Geosynthetic Liner

MOVED BY: Dawn Arnold
SECONDED BY: Terry Keating

*that the Board of Directors of the SERSC awards the Tender for Cell 17 Geosynthetic Liner to **Membranes F.R. Liners Inc.** per the terms and conditions listed in the Tender Documentation as follows:*

Contract amount (based on the Schedule of Contract Unit Prices) of \$784,515.00 plus H.S.T. of \$117,677.25 for a total price of \$902,192.25.

MOTION CARRIED – UNANIMOUS

- (e) Memorandum – Award of Tender – Cell 17 Drainage Blanket

Solid Waste Director LeBlanc explained that staff is recommending the low bidder.

- (f) Resolution - Award of Tender – Cell 17 Drainage Blanket

MOVED BY: Roger Caissie
SECONDED BY: Ronald Boudreau

*that the Board of Directors of the SERSC awards the Tender for Cell 17 Drainage Blanket to **Modern Construction Ltd.** per the terms and conditions listed in the Tender Documentation as follows:*

Contract amount (based on the Schedule of Contract Unit Prices) of \$284,520.00 plus H.S.T. of \$42,678.00 for a total price of \$327,198.00.

MOTION CARRIED – UNANIMOUS

10. Other Matters

- (a) Correspondence

- (i) For Information Purposes - Letter - Minister Jill Green, Dept. Transportation and Infrastructure - RE: Renaming Bill Slater Drive

Chair Gogan explained that a letter of response has been received from the Minister of DTI giving approval to the name change from Bill Slater Drive to Enviro Drive with conditions. The family of the late Bill Slater along with the neighbouring businesses (Von Industries and Maritime-Ontario) will need to be consulted. Once the consultation is completed, signage will be installed.

Executive Director Belliveau added that the Executive Committee has discussed this matter and it was recommended that correspondence be sent to all three parties involved (family of the late Bill Slater, Maritime-Ontario, and Von Industries) giving them a date on which the change will occur. In the Slater family letter, it will be noted that the SERSC will be recognizing Mr. Slater in another fashion directly associated with Solid Waste.

President C.F. (Chuck) Steeves noted that the name change process began approximately two years ago.

MOVED BY: C.F. (Chuck) Steeves
SECONDED BY: Terry Keating

that the Board of Directors direct SERSC staff to proceed with the street name change from Bill Slater Drive to Enviro Drive with the following conditions:

- *that the two neighbouring businesses and the family of the late Bill Slater be notified of the name change;*
- *that the family of Mr. Slater and the two neighbouring businesses be informed that the late Mr. Slater will be recognized in a more suitable fashion (building named in his honour); and*

- *that all three parties involved be notified that the street name change will be in place effective June 1st, 2021.*

MOTION CARRIED - UNANIMOUS

11. Consideration of By-laws – None

12. Executive Committee

- (a) Verbal Report – Executive Committee Chair

Chair Gogan reported that the Executive Committee continues to deal with various important issues, such as the geosynthetic liner Tender. He noted that considerable savings for the SERSC no doubt occurred by allowing staff to proceed with the Tender a week earlier.

- (b) For Information Purposes – Minutes of the Executive Committee Meeting of January 26, 2021
- (c) For Information Purposes – Minutes of the Executive Committee Meeting of February 9, 2021
- (d) For Information Purposes – Minutes of the Executive Committee Meeting of March 9, 2021

13. In-Camera Session – No session

14. Next Meeting

The **SERSC Annual General Meeting and Regular Board of Directors' Meeting** are scheduled for **Tuesday, April 27, 2021 at 6:30 p.m.**, virtually **OR** at the new Administrative Building (to be determined).

15. Adjournment

On a motion by Member Ronald Boudreau, the meeting was adjourned.

The meeting adjourned at approximately 7:47 p.m.