

**Commission de Services Régionaux
RESTIGOUCHE
Regional Service Commission**

RAPPORT ANNUEL

2017

ANNUAL REPORT

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TABLE des MATIÈRES / TABLE of CONTENTS

MESSAGE DU PRÉSIDENT Chairman's Message	1
RAPPORT DE LA DIRECTRICE GÉNÉRALE Executive Directors' Report	5
RAPPORTS DES CHEFS DE DÉPARTEMENTS / Departmental Reports	
Division Urbanisme / Planning Division	9
*Tableaux/Tables 1-4	
Division des Déchets Solides / Solid Waste Division	18
*Tableaux/Tables A-C	
Annexe 1	Appendix 1

CSR RESTIGOUCHE RSC

RÉGION & COMMUNAUTÉS DESSERVIES / Region & Communities served

MANDAT et SERVICES / Mandate and Services

ORGANIGRAMME / Organizational Chart

CONSEIL D'ADMINISTRATION / Board of Directors

PRÉSENCES / Attendance

DÉPENSES DES MEMBRES / Member Expenses

Annexe 2	Appendix 2
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ÉTATS FINANCIERS VÉRIFIÉS 2017	2017 Audited Financial Statements
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MESSAGE DU PRÉSIDENT

C'est avec plaisir, à titre de Président de la Commission de services régionaux Restigouche, que je vous présente un survol de nos initiatives et réalisations pour l'année pour 2017.

D'emblée, je désire souligner deux réalisations majeures; d'abord, après plusieurs années de discussions et d'études sur le sujet, le conseil d'administration de la CSR a décidé d'aller de l'avant avec le recyclage résidentiel porte à porte. C'est une initiative régionale, toutefois une communauté n'a pu participer pour des raisons financières. Nous respectons cette décision et nous espérons qu'elle pourra se joindre au programme au cours de la prochaine année. Le recyclage résidentiel est prévu débiter à l'automne 2018.

Deuxièmement, la région dans son ensemble a augmenté sa contribution à l'aéroport régional de Charlo. Ce soutien a permis à la Commission de l'Aéroport d'obtenir une contribution de 450 000 \$ de la province sur trois ans permettant ainsi l'embauche d'une directrice générale. Restez à l'écoute pour encore plus de bonnes nouvelles.

Je tiens à remercier le personnel de la Division d'Urbanisme, particulièrement notre Urbaniste Kim Thompson, ainsi que notre directeur des services d'urbanisme, Jason Bernatchez, pour le progrès marqué au niveau des plans municipaux/ruraux. Depuis que nous avons fait recours à des services externes pour appuyer nos efforts, on témoigne une progression au niveau des plans. Le Plan rural de Kedgwick a été développé en 2016 et approuvé en 2017; le Plan rural d'Atholville a été déposé en décembre 2017 et est en processus d'adoption, prévu être complété au printemps 2018, pour ensuite procéder avec le Plan d'Eel River Dundee.

CHAIRMAN'S MESSAGE

As Chairman of the Restigouche Regional Service Commission, I am pleased to present an overview of our initiatives and accomplishments for the 2017 calendar year.

I would like to start by highlighting two major accomplishments; firstly, after many years of discussion and studies on the subject, the RSC Board of Directors has decided to move forward with curbside recycling. This is a regional initiative, however one community was not able to participate for financial reasons. We respect that decision and we are hopeful they will be able to come on board in the next year. Curbside recycling is expected to begin in the Fall of 2018.

Secondly, the region as a whole has enhanced its contribution to the Charlo Regional Airport. This support was instrumental in securing a contribution of \$450,000 from the Province over three years and allowed the Airport Commission to hire a CEO. Stay posted for even more good news to come.

I want to thank our Planning Division staff, particularly our Planner, Kim Thompson, as well as our Director of planning services, Jason Bernatchez, for the noted progress with municipal/rural plans. Since we opted to outsource some services to support our efforts, we have witnessed a progression with respect to plans. The Kedgwick Rural Plan was developed in 2016 and approved in 2017; the Atholville Rural plan was tabled in December 2017 and is in the adoption process stage, expected to be completed in the Spring of 2018, to then proceed with Eel River Dundee's plan.

Je remercie les membres du Comité consultatif en matière d'urbanisme pour avoir contribué leur temps à réviser et offrir des conseils quant aux cas reliés à l'aménagement/urbanisme.

Quoique nous continuions à questionner les coûts des services de la GRC à un niveau provincial, des rencontres régulières avec les représentants locaux de la GRC nous permettent de comprendre davantage les services de la police et tiennent la communication ouverte.

Du côté de la collaboration régionale, nous avons :

- appuyé la Communauté rurale de Kedgwick dans le dossier d'Ambulance NB et nous avons offert des recommandations à ANB au niveau du transfert de patients
- demandé à la Société canadienne du sang de reconsidérer les cliniques de donneurs de sang
- exprimé nos inquiétudes au CN concernant l'utilisation d'herbicide
- rencontré le ministère des transports et infrastructure quant'aux améliorations des Routes 11 et 17 et questionné la maintenance en saison hivernale
- demandé au Ministre de la Sécurité Publique d'offrir des cours en mesures d'urgence en région
- demandé des effectifs additionnels pour les bureaux de Pêches et Océans
- appuyé la Ville de Dalhousie avec sa demande pour le Récréaplex et le Village de Charlo pour une rampe pour le Service de sauvetage naval.

En juin dernier, nous avons participé à une première conférence des CSRs à Miramichi où les CSRs ont partagé des pratiques exemplaires et nous avons reçu une présentation du rapport intitulé «**Améliorer les commissions de services régionaux au Nouveau-Brunswick**» rédigé par Michael McKendy.

I also want to express my appreciation to the members of the Planning Review and Adjustment Committee for contributing their time in reviewing and providing advice on planning related issues.

Although we continue to question the cost of policing services at a provincial level, regular meetings with local RCMP representatives, allow us to better understand the policing services and keep the communication open.

Within our mandate of Regional Collaboration, we have:

- supported the Kedgwick Rural Community in the Ambulance NB file and offered recommendations to Ambulance NB regarding patient transfers
- asked the Canadian Blood Service to reconsider blood donor clinics
- expressed our concerns to CN regarding the use of herbicide in vegetation management
- met with the Department of Transportation and Infrastructure regarding improvements on Routes 11 & 17 and questioned winter maintenance practices
- asked the Minister of Public Safety to offer EMO training in the region
- Requested more staff for the office of the Department of Fisheries & Oceans
- Supported the Town of Dalhousie's request for the Recreaplex and to the Village of Charlo for a ramp for the Naval Rescue Service.

Last June, we participated to a first RSC conference in Miramichi where there was sharing of best practices and also a presentation of a report entitled «**Improving the Regional Service Commissions in New Brunswick**» authored by Michael McKendy.

Le conseil a demandé à chaque membre de se familiariser avec les recommandations du rapport. En conclusion, quoiqu'il n'y ait pas eu un consensus du groupe, nous avons toutefois offert au Ministre de l'Environnement et des gouvernements locaux les commentaires reçus par chacun.

Le 22 septembre, nous étions ravis d'avoir l'occasion de regrouper les maires, conseils et représentants de DSLs pour rencontrer notre premier ministre, l'Honorable Brian Gallant, pour discuter des priorités du gouvernement provincial.

Du côté développement économique, nous avons conclu un protocole d'entente avec Opportunités Nouveau-Brunswick qui fournit désormais une chargée du développement économique communautaire localisé dans les bureaux de la CSR. Cette initiative comble un besoin essentiel dans la région et il nous a fait plaisir de modifier nos espaces pour accommoder cet effectif dans notre région.

Le bénévolat et la participation citoyenne sont à la base du développement communautaire et régional. Nous étions donc honorés de collaborer avec l'Hon. Sénateur Paul McIntyre afin d'identifier et rendre hommage à des individus lors d'une cérémonie de remise des médailles du Sénat et des épinglettes Canada 150, le 15 novembre au Parc Sugarloaf.

Notre région est reconnue pour se démarquer sur la scène régionale ainsi que provinciale pour des réalisations exceptionnelles. Voici quelques réalisations dignes de mention:

- Village de Balmoral - Récipiendaire du Prix Innovation Municipal de l'AFMNB & nommé pour le prix Distinction du RADARTS
- Village d'Atholville – nommé pour le Prix Innovation Municipale de l'AFMNB

The Board asked each member to familiarize themselves with the recommendations of the report. In conclusion, although there was not a group consensus, however, we did provide the Minister of Environment and Local Government with the comments received by each.

On September 22nd, we were delighted that local mayors, councils and LSD representatives could be part of a regional consultation with respect to the provincial government's priorities with our Premier, the Honorable Brian Gallant.

On the Economic Development front, we are pleased to have concluded a memorandum of understanding with Opportunities New Brunswick which has provided a community economic development executive located in our offices. This initiative is much needed and we were quite pleased to modify our office space to accommodate this new staff.

Volunteering and citizen participation is at the base of community and regional development. That is why we were honored to collaborate with the Hon. Senator Paul McIntyre in identifying recipients and paying tribute to community individuals during a ceremony on November 15th at the Sugarloaf Park to present Medals of the Senate and Canada 150 pins.

Our region is renowned for outstanding achievements at the regional and provincial levels. Here are but a few worthy achievements:

- Village of Balmoral - recipient of AFMNB's 2017 Municipal Innovation Award and nominated for 'RADARTS' Distinction award
- Village of Atholville - finalist for AFMNB's 2017 Municipal Innovation Award

- Ville de Campbellton - Ouverture officielle du Centre expérience de la rivière Restigouche
- Ville de Dalhousie – l'Association touristique du Restigouche a récemment nommé le phare de Dalhousie 'entreprise touristique de l'année'

Le Tourisme a été un sujet de discussion à la table de la CSR. Nous avons nommé Brad Mann pour représenter la CSR au sein de l'Association Touristique du Restigouche et nous avons hâte de poursuivre les discussions sur la façon dont nous pouvons collaborer au tourisme régional.

Au cours de l'année 2017, notre Conseil d'administration a tenu 10 réunions régulières et 1 réunion spéciale (voir tableau en annexe).

En conclusion, je désire exprimer mon appréciation :

- aux membres de la CSR pour leur appui continu et leur esprit de collaboration régionale,
- au personnel de la Commission pour leur persévérance et leur professionnalisme, et
- à nos élus au niveau provincial et fédéral pour leur collaboration continue et pour le travail comme défenseurs/ambassadeurs de notre région. Plusieurs municipalités ont bénéficiées de financement pour des améliorations aux infrastructures et ceci est dû en grande partie aux efforts persistants de nos élus.

Je réitère que la CSR Restigouche doit continuer à jouer son rôle important au niveau régional ainsi que défendre et revendiquer les dossiers prioritaires du Restigouche pour assurer le mieux-être de notre région et améliorer la tendance de décroissance démographique.

- City of Campbellton - Official Opening of the Restigouche River Experience Centre
- Town of Dalhousie – the Restigouche Tourism Association recently named Dalhousie's lighthouse 'tourism business of the year'

Tourism has been a topic of discussion at the RSC table. We have appointed Brad Mann to represent the RSC at the Restigouche Tourism Association and look forward to continued discussions on how we can collaborate on regional tourism.

During 2017, our Board of Directors held 10 regular board meetings and 1 special meeting (see table in appendix).

In closing, I express my appreciation:

- to the members of the RSC for their continued support and their spirit of regional collaboration,
- to our Commission's staff for their perseverance and their professionalism, and
- to our elected officials, provincial and federal, for their continued collaboration and for their hard work as ambassadors of our region. Many municipalities have benefited from funding for infrastructure improvements and this is in great part due to the relentless efforts of our elected officials.

I reiterate that the Restigouche RSC must continue to play its vital role at the regional level as well as defend and lobby Restigouche's priority files to ensure the well-being of the region and to improve the trend of our declining demographics.


Michel Soucy
Président / Chairman

RAPPORT DE LA DIRECTRICE GÉNÉRALE

À titre de directrice générale de la CSR Restigouche, je suis ravi de vous offrir un aperçu des activités principales menées au cours de la dernière année, se terminant le 31 décembre 2017.

La majorité de mes fonctions englobent la préparation et les suivis de toutes les réunions du conseil d'administration, de ses comités ainsi que l'implantation des priorités du Conseil. J'ai également eu l'occasion de participer à des rencontres entre nos membres, comités et/ou divers ministères/organismes.

Afin d'améliorer l'efficacité du côté administratif, nous avons rapatrié tous les comptes de la CSR sous une institution financière.

En appui aux efforts de la CSR envers l'aéroport de Charlo, j'ai participé au processus d'entrevues l'embauche d'un directeur général. Lorsque la personne a été en poste, j'ai transféré l'information au niveau d'études, opportunités potentielles, contacts, etc.

J'ai également une responsabilité de veiller à l'efficacité des services offerts par la CSR, j'ai alors offert un soutien au niveau de l'interprétation des politiques RH, préparation de DDP, appels d'offres et déterminer les contracteurs, etc...

Nous avons procédé à un changement de procédure afin de sensibiliser davantage les récipiendaires de permis de construction aux emplacements autorisés pour les déchets de construction afin de réduire le dépôt illégal de déchets.

Nous avons aussi coordonné une visite au site d'enfouissement Red Pine à Allardville pour les membres de notre CA et les DGs des municipalités.

EXECUTIVE DIRECTOR'S REPORT

As Executive Director of the Restigouche RSC, I am delighted to provide a highlight of key activities undertaken during the past year of operation, ending December 31st 2017.

The majority of my functions encompass the preparation and follow-ups of all meetings of the Board and its committees as well as implementation of the Board's priorities. I also had the opportunity to participate to meetings between our members, committees and/or departments/ organizations as well as consultations such as:

In order to improve efficiency from and administration point of view, we repatriated all RSC accounts to one financial institution.

As part of the Commission's efforts to support the Charlo Airport, I participated to the interview process for the hiring of a CEO. Once the person was in place, I transferred information with respect to studies, potential opportunities, contacts, etc.

I also have a responsibility to oversee the efficiency of services offered by the RSC, and within that context I have offered some support in the interpretation of HR policies, preparation of RFPs, tenders and determining contractors, etc...

We proceeded to a change in procedure in order to provide additional awareness to building permit recipients to authorized locations to dispose of construction and demolition waste in an effort to reduce illegal dumping.

We coordinated a visit of the Red Pine landfill in Allardville for our board members and municipal administrators.

Le dossier du recyclage a requis amplement d'efforts. Il était important tel que stipulé dès le départ que les membres soient conscients des coûts impliqués à l'implantation:

- Vers la fin 2016, nous avons initié une étude/plan d'affaire qui s'est complétée au printemps 2017
- La synchronisation des recommandations du rapport avec opérations existantes. Un travail qui s'est effectué avec la collaboration des DGs siégeant au comité recyclage.
- La communication avec nos membres et parties prenantes était prioritaire. Pour s'assurer qu'ils étaient bien informés, nous avons donc procédé à:
 - Une présentation aux membres et directeurs généraux
 - Une présentation au Conseil d'administration
 - Une présentation à tous les élus municipaux et DSLs
 - Un vote du Projet recyclage pour 2018, et
 - L'approbation du budget 2018 incluant le recyclage

Un effort ciblé sur la sensibilisation et l'éducation sera déployé au cours des prochains mois pour assurer le succès du recyclage résidentiel. La communication accrue sur les réseaux sociaux nous a incité à réserver une Page Facebook intitulée 'Recycle Restigouche' où nous afficherons au fur et à mesure les développements pertinents.

Suite à l'acquisition de nouvelles remorques à la division des déchets solides, nous avons procédé au printemps dernier, à la vente des équipements excédentaires, soit les anciennes remorques ainsi que d'une excavatrice qui n'était plus en usage depuis un certain temps. Les fonds générés par la vente de ces items ont été remis dans notre réserve pour les dépenses en capital.

The Recycling file has required a great deal of effort. It was important, as stipulated at the outset, that the members understand the costs involved with its implementation:

- Late in 2016, we initiated a study/business plan which was completed in the Spring 2017
- With the cooperation of the municipal administrators on the recycling committee, we undertook a synchronization of recommendation from the report with our existing operations
- Communication with our members and stakeholders was key. To ensure they were well informed, we therefore proceeded with:
 - A presentation to our members and municipal administrators
 - A presentation to the Board of Directors
 - A presentation to all municipal elected officials and LSDs
 - A vote on the Recycling project for 2018, and
 - the 2018 Budget approval including recycling

A targeted effort to familiarize and educate will be deployed in the next few months to ensure the success of curbside recycling. The popularity of communications via social media has enticed us to reserve a Facebook Page entitled 'Recycle Restigouche' where we will post pertinent developments as they arise.

Following the acquisition of new trailers for the solid waste division, last Spring we proceeded to the sale of surplus equipment, namely the old trailers and an excavator that had not been of use for some time. The funds generated by the sale of these items were placed in our Capital Reserve.

En vertu du processus budgétaire pour 2018, j'ai rencontré les administrateurs municipaux/directions générales des municipalités. J'ai également présenté le budget proposé ainsi que le projet de recyclage aux membres du comité aviseur régional des DSLs.

Au niveau de faciliter la communication à divers niveaux :

- je rencontre les administrateurs municipaux/directions générales au besoin et plus particulièrement pour le budget et le projet recyclage
- La Commission joue un rôle d'appui quant'aux plans de mesures d'urgence. Le coordonnateur rencontre au besoin le Conseil et m'offre des mises à jour régulièrement. De plus, nous avons coordonné une session d'orientation pour les municipalités au sujet des mesures d'urgence qui s'est tenue le 12 juin avec 15 participants.
- Je continue de communiquer régulièrement avec d'autres commissions et avec les représentants du ministère de l'Environnement et des gouvernements locaux (EGL). Des rencontres trimestrielles offrent une occasion aux directeurs généraux de partager les meilleures pratiques et de collaborer sur des initiatives, lorsque cela est possible. Ces rencontres offrent également l'occasion aux représentants de divers ministères/organismes et de présenter et discuter des dossiers importants comme les plans régionaux, la modernisation des lois, etc...

Au-delà des responsabilités de mon poste, afin de se renseigner et/ou d'intervenir sur des sujets importants au Restigouche qui sont à l'extérieur du mandat de la CSR, je coordonne, à l'occasion, des rencontres pour les maires/membres avec des groupes ou concernant des sujets particuliers.

As part of our budget process for 2018, I met with municipal administrators and CAOs. I also presented the proposed budget and the recycling project to the members of the LSD Regional Advisory Committee.

With respect to facilitating communications at various levels:

- I meet with municipal administrators & CAOs as necessary and most particularly with respect to the Budget and the Recycling project
- The Commission has a supporting role with respect to EMO (Emergency Measures Organization) plans and therefore the Board has the opportunity to meet with the EMO regional coordinator, as well I receive regular updates. In addition, we coordinated an EMO orientation session for municipalities which was held on June 12th with 15 participants.
- I continue to communicate regularly with other commissions and with representatives from the Department of Environment and Local Government (ELG). Quarterly meetings provide executive directors an opportunity to share best practices and to partner on initiatives, when possible. It also provides officials from various departments/organizations a forum to present and discuss important topics such as regional plans, modernisation of legislations, etc...

In addition to my position responsibilities, in order to ensure awareness and/or intervene on key matters in Restigouche that are outside the mandate of the RSC, from time to time, I coordinate meetings for the mayors/members with various groups and/or regarding specific topics of interest.

Un rappel que notre Commission de services régionaux fonctionne avec un budget d'un peu plus de 2.5\$ millions :

Le financement de la CSR est basé principalement sur les contributions des membres (municipalités et DSLs). Dans le cas des services corporatifs, de la coopération et planification régionale, les municipalités et les DSLs contribuent d'après leur assiette fiscale et leur population.

Pour les services d'urbanisme, la contribution est fondée uniquement sur l'assiette fiscale.

Pour la Division des déchets solides, les revenus sont générés par le frais de déversement des municipalités, DSLs, Première Nation, de particuliers et divers autres clients tels que les déchets industriels, commerciaux, de construction et de démolition, le recyclage, le fonds de fiducie pour l'environnement, etc.

Je remercie nos membres de la Commission et de notre Conseil d'administration pour leur appui et leur engagement, et je désire exprimer mon appréciation au personnel de la Commission pour leur collaboration au cours de l'année.

Je suis convaincue qu'en travaillant ensemble nous pourrions atteindre et surpasser nos objectifs. Propageons le message qu'il fait bon vivre et faire affaires au Restigouche!

Respectueusement soumis,



Betty-Ann Fortin
Directrice générale/Executive Director

A reminder that our Regional Service Commission operates with a budget of just over \$2.5 million:

Funding for the RSC is based mainly on contributions from members (municipalities and LSDs). In the case of corporate services, cooperative & regional planning, municipalities and LSDs contribute based on population and tax base.

For planning services, the contribution is based solely on tax base.

For the Solid Waste Division, revenue is generated based on the tipping fee, from municipalities, LSDs, First Nation, private users and various other clients such as industrial & commercial waste, construction & demolition waste, recycling, ETF funding, etc.

I am grateful to the members of the Commission and our Board of Directors for their continued support, and I would also like to express my appreciation to all Commission staff for their collaboration throughout the year.

I believe we will achieve and surpass our goals by working together. Let's spread the message that Restigouche is a great place to live & do business!

Respectfully submitted,

Rapport de la Division d'urbanisme

L'année 2017 était la cinquième année pour la division d'urbanisme sous le nouveau modèle des Commission de services régionaux. Comme la nouvelle structure des CSR commence à démontrer les forces au niveau opérationnel, c'est aussi reflété dans les progressions de sa division d'urbanisme. Pour la division d'urbanisme, l'année 2017 fut marqué par l'adoption d'un nouveau plan rural pour la Communauté rurale de Kedgwick, le début de l'élaboration d'un plan rural pour la communauté nouvellement reconstitué d'Atholville, un Comité d'ajustement en matière d'urbanisme occupé et l'aménagement continue sur le territoire de la Commission.

Opérations : Les principaux services de la Division de l'urbanisme consistent de deux fonctions : le soutien à la planification et, la mise en œuvre des fonctions administratives en support à nos municipalités et nos partenaires ruraux. Le soutien à la planification englobe la mise en place et la modification des outils de planification et d'aménagement, tel les plans municipaux et ruraux, les arrêtés de zonage et de lotissement et autres documents établis sous l'autorité de la *Loi sur l'urbanisme*. En sa deuxième fonction, celui des fonctions administratives, le personnel de la Division assure que l'aménagement sur le territoire rencontre la vision des partenaires prescrit par les outils de planification.

Soutien à la planification/ Élaboration des plans –

Progression prévue des plans (date du plan actuel) :

2017-18: Atholville – restructuré 07/2015
 2018-19: Eel River Crossing (1984) – restructuré 09/2015
 Campbellton (1991)
 Charlo (1997)
 Dalhousie (2009)
 Tide Head (2011)
 Balmoral (2012)
 Kedgwick (2017) – restructuré 07/2012

Quatre Districts de services locaux ont présentement des plans, soit Flatlands (2009), Glencoe (2005), Mann's

Planning Division Report

Year 2017 was the fifth year for the Planning Division under the new Regional Service Commission model. Just as the operations of the Service Commission model begin to show the strengths of the structure, it is also reflected in the progression of its Planning Division. For the Planning Division, 2017 was marked by the adoption of a new rural plan for the rural Community of Kedgwick, the beginning on the development of a new rural plan for the newly reconstituted community of Atholville, a busy Planning Review and Advisory Committee and continued development on the Commission territory.

Operations: The Planning Division's main objectives consist of two roles: Planning support and performing administrative functions in support of our municipal and rural partners. Planning support consists of providing our partners with planning and development tools such as municipal and rural plans, zoning by-laws, subdivision by-laws and other documents legislated by the Community Planning Act. In its second function, Division staff perform an administrative role in ensuring that development on the territory meets the vision of the partners prescribed by the Planning tools.

Planning Support / Development of plans –

Expected plan progression (date of current plan):

2017-18: Atholville – restructured 07/2015
 2018-19: Eel River Crossing (1984) – restructured 09/2015
 Campbellton (1991)
 Charlo (1997)
 Dalhousie (2009)
 Tide Head (2011)
 Balmoral (2012)
 Kedgwick (2017) – restructured 07/2012

Four Local Service District current have plans, namely Flatlands (2009), Glencoe (2005), Mann's Mountain

Mountain (2005), et McLeods (2012). Le DSL d'Addington a également exprimé un intérêt pour la création d'un plan rural.

L'objectif principal du personnel d'urbanisme au cours de l'année était l'adoption du nouveau plan pour la Communauté rurale de Kedgwick. En décembre 2016, LGP Stratégies immobilières, une agence se spécialisant en urbanisme ainsi que d'autres services d'aménagement, a livré la première version du nouveau plan. Après avoir effectué les ajustements nécessaires, le personnel présenta le nouveau plan au public lors de deux séances portes ouvertes (le 29 mars et le 26 avril), et lors d'une assemblée publique (le 16 mai). Les séances publiques ont nécessité que des ajustements additionnels soient effectués avant de pouvoir procéder aux lectures officielles et finalement à la soumission au ministre pour approbation finale. Parallèlement à l'élaboration du plan, et comme supporté par la Loi sur l'urbanisme, le Conseil de la Communauté rurale a adopté, le 21 mars 2017, un gel sur la construction pour les aménagements contraires aux dispositions du nouveau plan. Le 6 juillet 2017, la Loi No. 19-2017, « Plan rural Communauté rurale de Kedgwick » a reçu l'approbation ministérielle et a été enregistrée le 19 juillet 2017.

Suivant l'adoption du nouveau plan à Kedgwick, l'attention du personnel est passée à la prochaine priorité : la création d'un nouveau plan pour le Village nouvellement reconstitué d'Atholville. En mai 2017, l'urbaniste sénior Kim Thompson, en collaboration avec la technicienne SIG de soutien de la CSR Chaleur, ont procédé à l'élaboration de l'étude sur l'utilisation des sols de la nouvelle communauté. Comme vous vous en souvenez peut-être, une étude sociale et économique, qui dresse un portrait réaliste des tendances affectant l'ensemble des communautés du Restigouche, a été finalisée en 2016. Ces deux documents utilisés en combinaison, constituent la toile de fond du développement du nouveau plan. Avec un appel d'offre, la Commission a procédé à la sélection du consultant LGP Stratégies Immobilières pour l'élaboration de la première ébauche du nouveau plan pour la fin 2017.

(2005) and McLeods (2012). The Addington LSD has also expressed interest for the creation of a rural plan.

The primary focus for Planning Staff in the year was the adoption of the new plan for the Rural Community of Kedgwick. In December of 2016, LGP Stratégies Immobilières, an agency specializing in Planning and other development services, delivered the first draft of the new plan. Following some necessary adjustments, staff presented the new plan to public at two open house sessions (March 29th & April 26th), and at one public assembly (held May 16th). The public sessions resulted in supplementary adjustments to the plan which were undertaken prior to proceeding to readings and finally to submission to the Minister for final approval. In tandem with the plan development, and as supported by the Community Planning Act, a construction freeze for any development outside the scope of the plan was adopted by the Rural community Council on March 21st, 2017. On the 6th of July 2017, By-Law number 19-2017, « Plan Rural Communauté rurale de Kedgwick » received Ministerial approval, and on July 19th, 2017 was registered.

With the adoption of the new plan in Kedgwick, staffs attention switched to the next order of priority: the creation of a new plan for the newly reconstituted Village of Atholville. In May of 2017, Senior Planner Kim Thompson in collaboration with support GIS technician of the Chaleur RSC, proceeded in the development of the land use study of the new community. As you may remember, a social and economic study, which provides a realistic portrait of trends affecting the communities of Restigouche as a whole, was completed in 2016. These two documents used on collaboration, constitute the background in the development of the new plan. A request for proposal resulted in the selection of consultant LGP Strategies Immobilières who were retained to develop the first draft of the new plan for the end of 2017.

La mise en œuvre du plan de la Communauté rurale de Kedgwick fut une grande réussite et nous a permis d'établir de bonnes relations de travail avec le consultant retenu LGP Stratégies Immobilières et de réaffirmer le lien existant avec notre fournisseur externalisé du système d'information géographique, la CSR Chaleur. On s'attend à ce que nous continuons à développer ces relations dans un effort continu de fournir des plans d'urbanisme à tous les partenaires sur le territoire. Jusqu'à présent, le processus s'est avéré très efficace et fructueux.

Modifications – Tel qu'indiqué, les principaux efforts en 2017 ont été axés sur l'élaboration et la mise en œuvre du nouveau plan rural pour la Communauté rurale de Kedgwick. En plus de notre succès dans l'adoption de ce plan, trois modifications furent préparées qui consistaient tous de changements de zonage : 1 pour le village d'Atholville, 1 pour la Ville de Campbellton, et 1 pour la Communauté rurale de Kedgwick.

Des travaux de modifications furent commencés sur 3 projets supplémentaires pour la Ville de Campbellton. Un arrêté fut rédigé pour éviter que les bâtiments de la zone Commerciale centrale soient démolis et convertis en terrains de stationnement. Cet arrêté fut déposé par le conseil de ville. Deux demandes d'aménagement de bâtiments multiples dans la ville sont en cours de traitement (rue Malcolm et rue Memorial). Un sommaire des modifications aux arrêtés et une explication des modifications est annexé (voir tableau 4B).

La fonction administrative de notre rôle nous donne la responsabilité de veiller à ce que les aménagements soient conformes aux règlements applicables. Que ce soit l'implantation des plans municipaux ou ruraux, des arrêtés et règlements de zonage, de lotissement ou de construction, la responsabilité relève des agents d'aménagement/inspecteurs en construction de la CSR.

The successful implementation of a plan for the Rural Community of Kedgwick allowed us to establish a good working relationship with retained consultant LGP Stratégies Immobilières, and reaffirm the existing relationship with outsourced Geographical Information Systems provider, the Chaleur RSC. It is expected that we will continue to develop these relationships in a continued effort to provide plans for all partners of the territory. To date the process has proved highly successful and efficient.

Amendments – As mentioned previously, the major efforts in 2017 were focused on the development and implementation of a new Rural Plan for the Rural Community of Kedgwick. In addition to our success in the adoption of the plan, 3 amendments were prepared all consisting of changes to zoning: 1 for the Village of Atholville, 1 for the City of Campbellton and 1 for the Rural Community of Kedgwick.

Works were started on three additional zoning amendments for the City of Campbellton. A by-law has been drafted in order to prevent buildings in the Central Commercial Zone from being demolished and converted to parking lots - the by-law was tabled by council. Two requests for the development of multiple dwellings in the City are currently being processed (Malcolm Street and Memorial Lane). Summary Details of all by-law amendments and explanation of amendments are supplied in table 4B (see appendix).

The administrative function of our role provides us with responsibility of ensuring that developments conform to applicable regulations. Whether it be the implementation of municipal or rural plans, zoning, subdivision or building by-laws or other regulations, the responsibility is that of the development officers/building inspectors of the RSC.

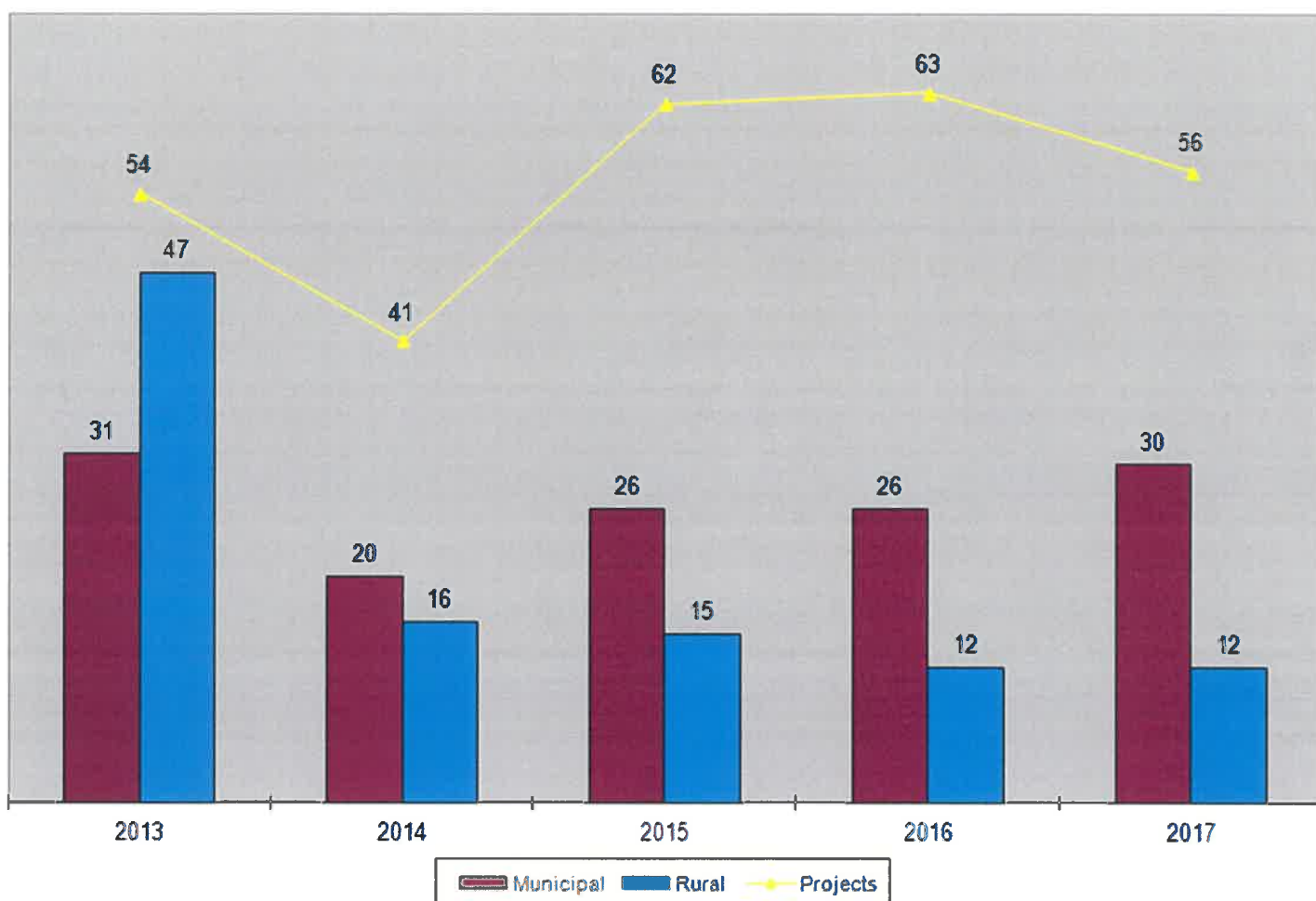
Lotissement

Les agents d'aménagement reçoivent les plans de lotissement provisoires et finaux, afin de les analyser et de les approuver suivant la consultation applicable auprès des autorités locales et provinciales.

Subdivision

Development Officers receive tentative and final subdivision plans, which are analyzed and approved following consultation with applicable local and provincial authorities.

Projets de Lotissement - Subdivision Projects



Lotissements – Le graphe ci-haut indique qu'il y a eu 56 **projets de lotissement** en 2017, impliquant la création de 42 nouveaux lots, donc 30 dans les municipalités et 12 dans le milieu rural. (Voir le TABLEAU 1 pour de plus amples détails).

Subdivision – The above graph depicts that there were 56 **subdivision projects** during 2017, involving the creation of 42 new lots - 30 in the municipalities and 12 in the rural areas. (See TABLE 1 for further details).

Le processus de demande de permis de construction comprend deux rôles complémentaires:

- L'approbation des développements, et,
- Le service de l'inspection en bâtiment

Les agents d'aménagement assurent que les projets de construction et d'aménagement sont complétés conformément aux plans municipaux et aux arrêtés de zonage tel que prescrit la Loi sur l'urbanisme.

Confirmation de zonage – Une des tâches associée à la fonction est la production de certificats de confirmation de zonage et/ou de lettres confirmant que l'affectation est conforme. En 2017, 41 lettres de confirmation furent complétées :

3	Village d'Atholville*
1	Village of Balmoral*
11	Ville de Campbellton*
2	Village de Charlo
4	Ville de Dalhousie*
1	Village d'Eel River Crossing
1	Communauté rurale de Kedgwick*
9	Secteur rural*

** frais de services applicables*

Construction - Les inspecteurs en construction assurent la conformité des projets de construction aux arrêtés et règlements de constructions.

En 2017, 621 permis de construction ont été émis pour une valeur totale de construction de **28,922,236\$**

- Territoire municipal: 537 permis pour une valeur de 26,156,811\$ (voir le TABLEAU 2 pour la répartition par communauté)
- Territoire rural: 84 permis pour une valeur de 2,765,425\$ (voir le TABLEAU 3 pour les détails par paroisse)

Les frais pour les permis de construction sont amassés et retournés aux municipalités & au ministère de l'Environnement et des gouvernements locaux pour les DSLs.

The building permit application process consists of two complimentary roles:

- The approval of developments, and
- The building inspection service

Development officers ensure that construction projects and developments are completed in conformance with municipal plans and zoning by-laws as stipulated by the Community Planning Act.

Zoning Confirmation - One of the responsibilities of the position is to produce zoning confirmation and compliance documents. In 2017, 41 zoning confirmations were completed:

3	Village of Atholville*
1	Village of Balmoral*
11	City of Campbellton*
2	Village of Charlo
4	Town of Dalhousie*
1	Village of Eel River Crossing
1	Rural Community of Kedgwick*
9	Rural sector*

**Service fees applicable*

Construction - Building Inspectors ensure that construction projects conform to building by-laws and regulations.

In 2017, a total of 621 building permits were issued, for a total construction value of **\$28,922,236**

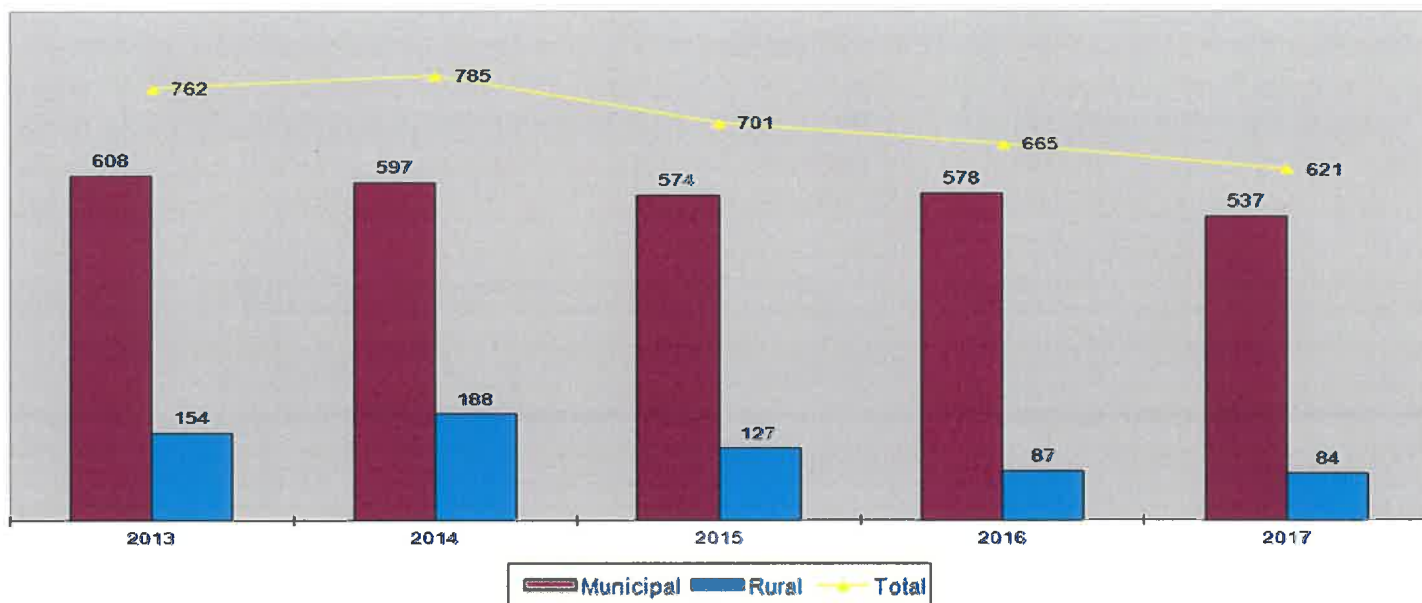
- Municipal territory: 537 permits for a value of \$26,156,811 (SEE TABLE 2 for details per municipality)
- Rural territory: 84 permits for a value of \$2,765,425 (SEE TABLE 3 for details per parish)

The fees for building permits are collected and returned to municipalities and to the Department of Environment and local government for LSDs.

En 2017, les permis ont générés 122,922\$ soit 108,136\$ pour les municipalités & 14,786\$ pour les DSLs.

In 2017, permits generated \$122,922 being \$108,136 for municipalities and \$14,786 for LSDs.

Permis de Construction - Building Permits



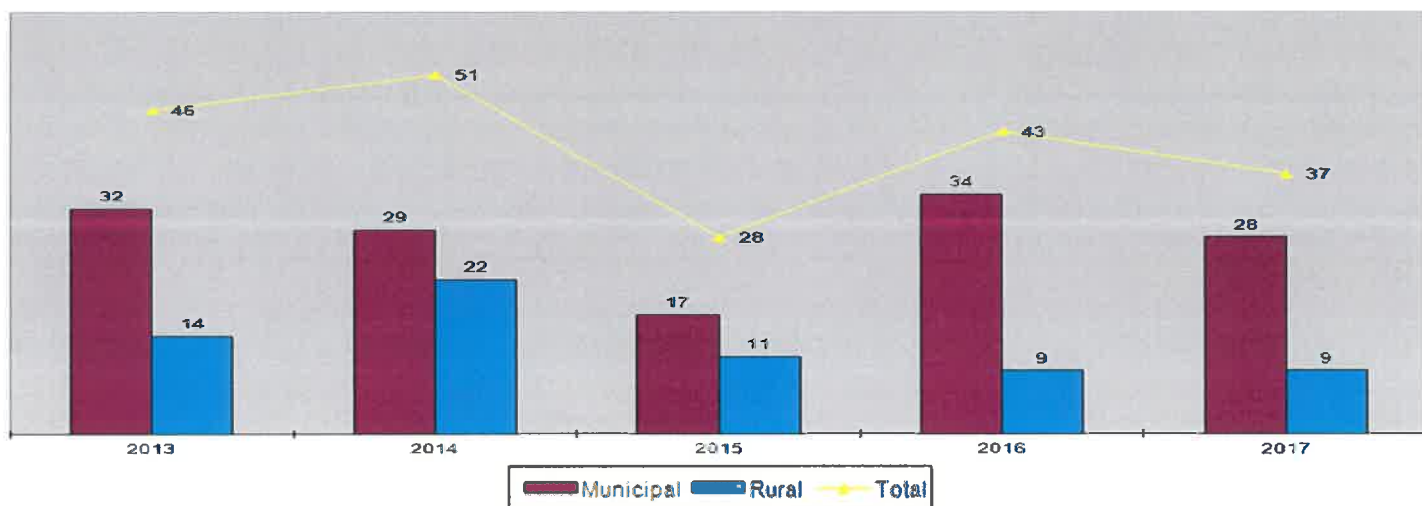
Mises en chantier résidentielles - Les statistiques des permis de construction révèlent que durant l'année 2017, 37 nouvelles résidences ont été construites sur le territoire de la Commission:

- 9 en milieu rural et 28 dans les municipalités.

Housing starts - The building permit stats reveal that during 2017, 37 new residences were constructed within the Commission boundaries:

- 9 in the rural areas and 28 in the municipalities.

Mises en chantier résidentielles – Housing Starts



Le **comité consultatif en matière d'urbanisme (CCMU)** s'acquitte des fonctions consultatives et décisionnelles tel que stipulé par la Loi sur l'urbanisme.

Le CCMU comprend 10 membres: 8 nommés par les municipalités et 2 nommés par les DSLs de la région.

En 2017, douze (12) réunions régulières ont eu lieu et le CCMU a traité de 47 dossiers/cas:

- 30 questions liées aux arrêtés et règlements de zonage, (voir tableau 4A)
- 6 demandes ayant pour objet l'opinion/l'avis aux conseils municipaux. Voir un sommaire des demandes au tableau 4B
- 12 demandes d'ajustements liées aux projets de lotissement
- 2 projets furent étudiés, présentés et mis en attente de plus d'information.

Le Tableau ci-dessous identifie les **membres du CCMU**, leur participation aux réunions pour l'année, et les per diems et dépenses payés par la CSR.

The **Planning Review and Adjustment Committee (PRAC)** deals with advisory and decision-making functions as specified by the Community Planning Act.

The PRAC is comprised of 10 members: 8 appointed by municipalities and 2 appointed by the region's LSDs.

Twelve (12) regular monthly meetings were held in 2017, and the PRAC dealt with 47 files/cases:

- 30 queries linked to the zoning by-laws and regulations; (see Table 4A)
- 6 requests were processed dealing with views/recommendations to municipal councils. A summary is provided in Table 4B
- 12 requests for adjustments linked to subdivision projects
- 2 files were studied, presented and tabled pending further information.

The table below lists **PRAC members**, their participation in PRAC meetings for the year, as well as per diems and expenses paid by the RSC.

Comité consultatif en matière d'urbanisme 2017 Planning Review and Adjustment Committee

Membre/Member	Depuis/ Since	Présence/ Attendance	Per Diem Payé/paid	Dépenses/ Expenses	Total
Kenneth Savoie (Dalhousie) (Président/Chairman)	2010	12/12	\$900	\$246	\$1146
Marc Savoie (Eel River Crossing) (Vice-président/Vice Chairman)	2014	12/12	\$900	\$246	\$1146
Maurice Power (Atholville)	2016	11/12	\$825	\$45	\$870
Pierre Levesque (Balmoral)	2014	11/12	\$825	\$225	\$1051
Jean-Paul McIntyre (Campbellton)	2015	10/12	\$750	0	\$750
André Levesque (Charlo)	2014	7/12	\$525	\$184	\$709
Michel Levesque (Kedgwick)	2016	5/12	\$375	\$328	\$703
Allan Dickson (Tide Head)	2016	12/12	\$900	\$98	\$998
Jacques Boulay (DSL/LSD) St. Jean Baptiste	2007	5/12	\$375	\$246	\$621
Kim Firlotte (DSL/LSD) - Chaleur	2016	10/12	\$750	\$410	\$1160
Totals:			\$7,125	\$2,029	\$9,154

Formation et développement des connaissances du personnel - On encourage la participation du personnel de la division urbanisme à des réunions, ateliers et formations afin de s'assurer qu'ils sont à jour avec les tendances et techniques courantes. Parmi ces opportunités en 2017 on y retrouve les suivantes:

Kim Thompson

- Association des urbanistes du N.-B. – session de consultation au sujet des déclarations d'intérêt provincial tenu à Bathurst, NB.
- L'institut des urbanistes de l'Atlantique intitulée – conférence «Nimble Responses, Rapid Innovation», Charlottetown, IPE. Ateliers et présentation axés sur l'utilisation de nouvelles technologies dans les pratiques et les politiques d'urbanisme. Exemples : drones, la télédétection par laser (Lidar) et les systèmes SIG, et autres.
- Quatre sessions web présentées par l'Association Américaine des urbanistes – (1) « Les femmes dans la profession de l'urbanisme : leadership et autonomie » (2) « Une carte routière pour des « communautés-amies » des aînés » (3) « Aménagement économique pour tous » (4) « Les femmes dans la profession de l'urbanisme : guider les professionnels émergents ».

Jeremy Doucet

- *AOCNB – Habiletés de communication des officiers de la construction
- *AOCNB – La maison – Santé et sécurité
- Jeremy travaille présentement sur son premier niveau de qualification avec l'AOCNB.

Tomy Pitre

- AGA de l'AOCNB* – formation sur la reconnaissance des responsabilités et la réduction des risques pour les départements d'inspection municipaux et un second portant sur la construction d'édifices moyens (six étages). Des sessions d'information additionnelles incluant : «La moisissure, l'amiante, le radon et la qualité d'air intérieure», «la progression des problèmes juridiques auxquels font face les fonctionnaires municipaux au N.-B.», « Les meilleures pratiques dans la gestion des inspections des bâtiments», «La législation de santé et de sécurité», «Meilleures pratiques des inspections coupe-feu» et une visite guidée dans un établissement de fabrication de fermes de toit.

*AOCNB : Association des officiers en construction du NB

Staff Training & Development - We encourage Planning Division staff attendance in meetings, workshops and courses to ensure they are up to date on current trends and techniques. Among those opportunities in 2017, we find the following:

Kim Thompson

- NB Association of Planners – Idea exchange event regarding New Brunswick Statements of Provincial Interest held in Bathurst, NB.
- Atlantic Planners Institute - "Nimble Responses, Rapid Innovation" Conference, Charlottetown, PEI. Workshops and presentations focused on the use of new technologies in the practice of planning and planning policies. Ex. drones, Light and Detection Ranging (Lidar) and GIS systems, and others.
- Four web broadcasts hosted by the American Planning Association – (1) "Women in Planning: Leadership and Empowerment", (2) "A Roadmap for Age-Friendly Communities", (3) "Economic Development for Everyone", (4) "Women in Planning: Guiding Emerging Professionals".

Jeremy Doucet

- *NBBOA – Communications Skills for Building Officials
- *NBBOA – The House – Health & Safety
- Jeremy is working towards level 1 qualification through NBBOA.

Tomy Pitre

- NBBOA* Annual Meeting – Education session on recognizing risk and reducing liability for municipal building departments. A second relating to mid-rise (6 storey) construction. Additional information sessions included: "Mold, Asbestos, Radon and Indoor Air Quality", "Developing legal issues Faced by Municipal Officials in New Brunswick", "Building Inspection Management Best Practices", "Health and Safety Legislation", "Fire Stop Inspection Best Practices" and a guided tour through a truss manufacturer establishment.

*NBBOA: NB Building Officials Association

<u>Jason Bernatchez</u> • Association des urbanistes du N.-B. – session de consultation au sujet des déclarations d'intérêt provincial tenu à Bathurst, NB. Le succès de la division est attribuable en grande partie aux compétences, au professionnalisme et au dévouement des membres du personnel. Je tiens à remercier chaque membre de l'équipe pour sa contribution au progrès de la division. J'aimerais aussi, remercier les autres contributeurs à l'équipe soit la Directrice générale, le conseil d'administration de la CSR, nos partenaires municipaux et ruraux, y compris leurs administrateurs & personnel, conseils et comités, ainsi que les membres du Comité d'ajustement en matière d'urbanisme de la CSR.	<u>Jason Bernatchez</u> • NB Association of Planners – Idea exchange event regarding New Brunswick Provincial Statements of Interest, held in Bathurst, NB. The success of the division is due in large part to the skills, professionalism and dedication of its staff. I would like to take the opportunity to thank each member of the team for his or her individual contribution to the team and to the division's progress. I would also like to thank, the other team contributors including the Executive Director, the RSC board of directors, our municipal and rural partners including their administration and staff, councils and committees, and the members of the RSC Planning Review and Advisory Committee.
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Jason Bernatchez, Directeur / Director
Services d'urbanisme / Planning Services

TABLEAU 1 – Projets de lotissement

TABLE 1 – Subdivision projects

	PROJECTS PROJETS	LOTS	PARCELS/ PARCELLES
<u>MUNICIPAL:</u>			
Atholville	11	8	10
Balmoral	6	3	10
Campbellton	7	3	5
Charlo	1	1	0
Dalhousie	4	1	4
Eel River Crossing	6	3	4
Kedgwick	10	11	2
Tide Head	1	0	1
TOTAL MUNICIPAL	46	30	36
<u>RURAL:</u>			
Balmoral (P)	2	2	0
Chaleur (P)	4	6	0
Dalhousie Junction	1	1	0
Grimmer (P)	1	1	0
St-Jean Baptiste	2	2	0
TOTAL RURAL	10	12	0
TOTAL REGION	56	42	36

TABLEAU 2 – Permis de Construction (municipalités) TABLE 2 – Building Permits (municipalities)

	Atholville		Balmoral		Campbellton		Charlo		Dalhousie		Eel River Cr.		Kedgwick		Tide Head		Total Municipal	
	no.	val.(\$)	no.	val.(\$)	no.	val.(\$)	no.	val.(\$)	no.	val.(\$)	no.	val.(\$)	no.	val.(\$)	no.	val.(\$)	no.	val.(\$)
Residential / Résidentiel	2	325,000	3	725,000	5	2,880,000	4	625,000	0	0	5	1,069,000	6	925,000	3	808,000	28	7,357,000
	63	562,260	48	472,100	109	880,009	32	295,750	66	462,470	40	390,035	55	552,642	20	222,550	433	3,837,816
Commercial / Commercial	0	0	0	0	0	0	0	0	0	0	1	68,000	0	0	0	0	1	68,000
	13	2,972,185	1	1,500	14	567,400	2	201,000	5	107,000	1	10,000	6	25,400	0	0	42	3,884,485
Institutional / Institutionnel	0	0	0	0	2	400,000	0	0	0	0	0	0	0	0	0	0	2	400,000
	1	0	0	0	3	323,000	0	0	4	325,000	0	0	2	9,237,510	0	0	10	9,885,510
Industrial / Industriel	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1	0
Park / Parc	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	1	10,000	2	500	0	0	3	220,000	1	3,000	1	0	1	12,000	9	245,500
Resource / Ressource	0	0	0	0	0	0	0	0	0	0	0	0	1	250,000	0	0	1	250,000
	0	0	0	0	0	0	1	0	0	0	0	0	1	1,000	0	0	2	1,000
Infrastructure / Infrastructure	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0	0	0	1	161,000	0	0	0	0	1	161,000
Cottage / Chalet	0	0	0	0	0	0	0	0	0	0	0	0	1	10,000	0	0	1	10,000
	1	3,000	0	0	0	0	0	0	0	0	0	0	5	53,500	0	0	6	56,500
Other / Autre	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total 2017	80	3,862,455	53	1,208,600	135	5,050,909	40	1,121,750	78	1,114,470	49	1,701,035	78	11,055,052	24	1,042,550	537	26,156,811
<i>Total 2016</i>	<i>100</i>	<i>3,929,874</i>	<i>56</i>	<i>1,086,375</i>	<i>150</i>	<i>20,026,225</i>	<i>48</i>	<i>1,144,476</i>	<i>81</i>	<i>2,016,645</i>	<i>59</i>	<i>1,914,362</i>	<i>58</i>	<i>2,593,169</i>	<i>26</i>	<i>570,350</i>	<i>578</i>	<i>33,281,476</i>
Change	-20	-67,429	-3	122,225	-15	-14,975,316	-8	-22,726	-3	-902,175	-10	-213,327	20	8,461,883	-2	472,200	-41	-7,124,665
Total des tarifs/ Sum of Fees		\$14,798		\$2,025		\$28,232		\$2,365		\$5,176		\$1,860		\$52,620		\$1,060		\$108,136

TABLEAU 3 – Permis de Construction (Rural et Total) TABLE 3 – Building Permits (Rural & Total)

	Chaleur		Dalhousie		Balmoral		Addington		Eldon		Lorne		Total / Rural/Par.		Total Municipal		Total REGION														
	P	no.	P	no.	P	no.	P	no.	P	no.	P	no.	val.(\$)	no.	val.(\$)	no.	val.(\$)	no.	val.(\$)												
Residential Résidentiel	1	98,000	2	411,000	1	120,000	3	451,000	2	193,000	0	0	9	1,273,000	28	7,357,000	37	8,630,000													
	12	119,600	19	318,125	4	18,000	6	70,100	10	27,800	7	141,700	58	695,325	433	3,837,816	491	4,533,141													
Commercial Commercial	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	68,000	1	68,000													
	0	0	0	0	0	0	0	0	2	11,000	0	0	2	11,000	42	3,884,485	44	3,895,485													
Institutional Institutionnel	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	400,000	2	400,000													
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10	9,885,510	10	9,885,510													
Industrial Industriel	0	0	1	250,000	0	0	0	0	0	0	0	0	1	250,000	0	0	1	250,000													
	0	0	3	31,000	0	0	0	0	0	0	0	0	3	31,000	1	0	4	31,000													
Park Parc	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0													
	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9	245,500	9	245,500													
Resource Ressource	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	250,000	1	250,000													
	0	0	0	0	0	0	0	0	1	500	0	0	1	500	2	1000	3	1500													
Infrastructure Infrastructure	0	0	0	0	0	0	0	0	1	312,000	0	0	1	312,000	0	0	1	312,000													
	0	0	0	0	0	0	1	200	0	0	0	0	1	200	1	161,000	2	161,200													
Cottage Chalet	0	0	0	0	1	48,000	1	8,000	0	0	0	0	2	56,000	1	10,000	3	66,000													
	2	135,000	1	200	1	100	0	0	2	1,100	0	0	6	136,400	6	56,500	12	192,900													
Other /Autres	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0													
	15	352,600	26	1,010,325	7	186,100	11	529,300	18	545,400	7	141,700	84	2,765,425	537	26,156,811	621	28,922,236													
Total 2017	18	1,780,034	28	1,000,550	11	432,600	15	605,600	12	360,615	4	4,825	87	4,181,224	578	33,281,476	665	37,462,700													
Change	-3	-1,427,434	-2	9,775	-4	-246,500	-4	-76,300	6	184,785	3	136,875	-3	-1,415,799	-41	-7,124,665	-44	-8,540,464													
Total des tarifs/ Sum of Fees																		\$1,457		\$5,559		\$1,035		\$2,805		\$3,048		\$883		<u>\$14,786</u>	

Note: details of Parishes in Notes following Table 5B / détails des paroisses à la page Note après le tableau 5B

Tableau 4A – Résolutions du CCMU / Rédaction d'arrêtés Table 4A – PRAC Résolutions/ By-law Drafting

Atholville	Balmoral	Campbellton	Charlo	Dalhousie	Eel River Crossing	Kedgwick	Tide Head	Rural	TOTAL
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ADVISORY FUNCTIONS / FONCTIONS CONSULTATIVES

By-law / Arrêté	1	-	3	-	-	2	-	-	6
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ADJUSTMENT FUNCTIONS / FONCTIONS D'AJUSTEMENT

Zoning / Zonage

Sign dimensions/ Dimensions d'enseigne	-	-	1	-	-	-	-	-	1
Building or structure dimensions / Dimensions de bâtiment ou construction	3	-	2	-	-	-	-	1	6
Set-back / Recul	2	-	1	2	2	1	-	-	8
Building or structure height / Hauteur de bâtiment ou construction	1	-	1	-	-	-	-	-	2
Conditional use / Usage conditionnel	-	-	2	-	-	1	-	-	3
Similar use / Usage semblable	1	1	2	1	2	1	-	-	9
Temporary use/ Usage temporaire	-	-	-	1	-	-	-	-	1
Total	7	1	9	4	4	3	0	1	30

Subdivisions / Lotissements

Lot on access /Lot sur accès	-	-	-	-	-	1	-	-	3
Lot dimensions / Dimensions de lot	-	-	1	2	-	1	-	2	6
Total	0	0	1	2	0	1	0	2	9

TOTAL (ADJUSTMENT / AJUSTEMENT)

7	1	10	6	4	2	6	0	3	39
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GRAND TOTAL

8	1	13	6	4	2	8	0	3	45
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ATHOLVILLE

- Changements à l'Arrêté de zonage pour permettre l'installation de trois (3) enseignes électroniques municipaux (la salle Alma, La brigade de pompier de St. Arthur, et à la brigade de pompiers de Val d'Amour) – Le Comité recommanda que le projet d'arrêté No 30-36, concernant les enseignes électroniques communautaires, **SOIT APPROUVÉE** tel que présenté.

**L'arrêté fut rédigé et approuvé par le conseil*

CAMPBELLTON

- Modification à l'Arrêté existant No Z-1-47 pour reconnaître les situations existantes et permettre l'aménagement qui n'empire pas la situation existante – Le Comité recommanda au conseil que la modification proposée à l'Arrêté de zonage concernant les situations existantes **SOIT APPROUVÉE** tel que présenté.

** L'arrêté fut rédigé et approuvé par le conseil*

- Stationnements hors rue - Arrêté No Z-1-48 pour interdire l'utilisation des sites, dont les bâtiments on été démolis, comme sites de stationnement hors-rue dans certaines zones commerciales - Le Comité recommanda au conseil que la modification proposées à l'arrêté **SOIT APPROUVÉE** comme mesure à court terme.

**Un arrêté fut rédigé et La demande fut déposée par le conseil*

- Avenue Memorial – Demande de modification de zonage pour permettre la construction de deux bâtiments multiples de 5 unités sur une propriété existante située sur l'avenue Memorial – Le Comité recommanda au conseil que la proposition **SOIT APPROUVÉE SOUS RÉSERVE DE CONDITIONS** pour répondre aux questions en suspens du dossier. Il fut recommandé que le zonage de la propriété soit modifié en vertu de l'article 39 de la Loi sur l'urbanisme, avec les conditions incluent dans une résolution de Conseil, et que le conseil conclue un accord d'aménagement avec le requérant pour assurer que la propriété soit aménagée et utilisée en conformité avec les termes de l'accord.

**La demande fut approuvée par le conseil – nous sommes dans le processus de rédaction des accords, et l'établissement des termes et conditions.*

ATHOLVILLE

- Changes to the zoning By-law to allow for the installation of three (3) municipal electronic signs (Alma Hall Atholville, St. Arthur fire station, Val d'Amour fire station) – The Committee recommended that proposed By-law No. 30-36, regarding electronic community signs, **BE APPROVED** as presented.

**By-law was drafted and approved by Council*

CAMPBELLTON

- Amendment to By-law No. Z-1-47 to recognize existing situations and to permit development that does not worsen the existing situation – The Committee recommended to Council that the proposed By-law amendment regarding existing situations **BE APPROVED** as presented.

**By-law was drafted and approved by Council*

- Parking lots – proposed By-law A-1-48 to prohibit the use of sites, whose buildings have been demolished, for the creation of additional off-street parking spaces in certain commercial zones - The Committee recommended to Council that the proposed By-law amendment **BE APPROVED** as a short term measure as presented.

**A by-law was drafted and was tabled by Council*

Memorial Lane – Zoning amendment request to permit the construction of two five unit multiple unit dwellings on an existing property on memorial lane
– The Committee recommended to Council that the proposal **BE APPROVED SUBJECT TO CONDITIONS** in order to address the outstanding issues of the file. It was recommended that the property be rezoned in accordance with Section 39 of the CPA, with conditions in a resolution of Council, and that Council enter into a development agreement with the proponent in order to ensure that the property be developed in accordance with the terms and conditions established.

**Request approved by council – in the process of drafting agreements, and establishing terms and conditions*

Tableau 4B – Résolutions du CCMU/ Rédaction d'arrêtésTable 4B – PRAC Résolutions/ By-law Drafting

<u>KEDGWICK</u>	<u>KEDGWICK</u>
• Modification à l'Arrêté existant No 19A pour permettre comme usage conditionnel, la construction de plus d'un bâtiment multiple sur un lot dans certaines zones – Le Comité recommanda que l'Arrêté No 19d, Arrêté de zonage, qui réalisera les révisions nécessaires SOIT APPROUVÉ tel que présenté.	• Modification to By-law No. 19A to allow for the construction of more than one multiple dwelling as a conditional use in certain zones – The Committee recommended that By-law 19d, Zoning By-law that will carry out the revisions necessary BE APPROVED as presented.
<i>* L'arrêté fut rédigé et approuvé par le conseil</i> • Nouveau Plan rural pour la Communauté rurale de Kedgwick, Arrêté No 19-2017, « Plan rural de la Communauté rurale de Kedgwick » - Le Comité recommanda au Conseil que l'Arrêté No 19-2017, « Plan rural de la Communauté rurale de Kedgwick » SOIT APPROUVÉ tel que présenté.	<i>*By-law was drafted and approved by Council</i> • New Rural Plan for the Rural Community of Kedgwick, By-law number 19-2017, "Rural Community of Kedgwick Rural Plan" - The Committee recommended to Council that By-law No. 19-2017 "Rural Community of Kedgwick Rural Plan" BE APPROVED as presented.
<i>*La demande fut approuvée par le conseil et l'arrêté fut enregistré</i>	<i>*Request approved by council and the plan was registered in July.</i>

NOTE: Description des paroisses / Description of parishes

CHALEUR includes/inclus DSL/LSD Chaleur
DALHOUSIE includes/inclus DSL/LSDs Dalhousie Junction, Dundee*, McLeods, Point la Nim
BALMORAL includes/inclus DSL/LSDs St Maure & others/autres
ADDINGTON includes/inclus DSL/LSDs Glencoe, Glenlevit, Flatlands, Saint-Arthur*, Val d'Amour*
ELDON includes/inclus DSL/LSDs Eldon, Dawsonville, Mann's Mountain, Saint Jean Baptiste, Upsalquitch, Robinsonville, Menneval
LORNE includes/inclus DSL/LSD Lorne

* Les DSLs identifiés avec un astérisque furent amalgamés à des municipalités existantes/ LSDs marked with an asterisk have been amalgamated to existing municipalities.

Rapport de la division des déchets solides

Il me fait plaisir de vous présenter le rapport de la Division pour 2017.

La CSR Restigouche, Division des déchets solides, exploite la station de transfert Restigouche, effectuant ainsi le transfert de déchets solides de la région au site d'enfouissement Red Pine à Allardville et les matières recyclables vers le Centre de Recyclage Péninsule à Tracadie.

En 2017, la station de transfert de Restigouche a fonctionné avec un frais de déversement de 101.00\$/tonne et nous avons traité un peu plus de 16,358 tonnes de matériaux (voir TABLEAU A).

Les revenus de la station de transfert sont générés par un frais de déversement pour les déchets municipaux, de construction/démolition ainsi que pour les déchets industriels & commerciaux. D'autres revenus sont générés par :

- Frais pour la vérification de poids (pesée)
- Recyclage *
- Produits blancs avec/sans fréon

** Veuillez noter que 'Recyclage' comprend les recettes provenant du Conseil Atlantique des produits laitiers, de l'Assoc. des concessionnaires de produits laitiers du NB, et de la vente des métaux.*

Grâce aux employés de la division qui effectuent du triage de divers matériaux à partir des déchets reçus, **330** tonnes de déchets ont été détournées de l'enfouissement et les métaux vendus, ce qui génère des revenus et économise des frais de transport et d'enfouissement.

Le TABLEAU B démontre les détails du tonnage recueilli grâce au programme de recyclage volontaire par l'entremise des 16 grands conteneurs communautaires bleus placés à travers la région. En 2017, nous avons recueilli un peu plus de 360 tonnes de produits recyclables. Nous avons effectué un total de 20 voyages à Tracadie – une moyenne de 18 tonnes par voyage.

Solid Waste Division Report

I am pleased to report the highlights of the Division for 2017.

The Restigouche RSC, Solid Waste Division, operates the Restigouche Transfer Station, thus transferring the area's solid waste to the Red Pine Landfill in Allardville and recyclable matter to the «Recyclage Péninsule» Centre in Tracadie.

In 2017, the Restigouche Transfer station operated with a tipping fee of \$101.00/ton and handled about just over 16,358 tons of material (see TABLE A).

The transfer station's revenues are generated through tipping fees for municipal waste, construction & demolition, as well as industrial & commercial waste. Other revenue is generated through:

- Check weight (scale)
- Recycling*
- White Goods with/without Freon

** Please note that Recycling includes revenue from the Atlantic Dairy Council, the NB Milk Dealers Association, and from the sale of metals.*

Thanks to the efforts of the division's employees who sort materials from waste received, **330** tons of waste was diverted from the landfill and metals were sold, which generates revenues and reduces transportation & landfill costs.

TABLE B demonstrates the details of the tonnage collected through the voluntary recycling program through the 16 large blue community containers placed throughout the region. In 2017, we collected just over 360 tons of recyclable products. This resulted in 20 trips to Tracadie for an average of 18 tonnes per trip.

Je suis reconnaissant de la décision du Conseil d'administration de la CSR de procéder au programme de recyclage résidentiel porte à porte. Restez à l'écoute pour les développements du programme. Notre rôle de sensibilisation s'accroîtra afin d'informer la population au sujet de la réduction des déchets et de l'élimination appropriée, ainsi que la sensibilisation au recyclage et l'utilisation de notre Station de Transfert. Pour ce faire, nous offrirons davantage de présentations dans les communautés, les écoles, à divers groupes/organismes et en disséminant de l'information au public en général.

Nous remercions le Ministère de l'Environnement et des Gouvernements locaux pour une contribution financière de \$60,000 du Fonds de fiducie pour l'environnement. Cette contribution :

- nous a permis d'offrir une collecte de déchets dangereux domestiques. Nous avons recueilli près de 19 tonnes au cours de trois demi-journées de collecte. Les 9 et 10 septembre à Campbellton & Dalhousie respectivement et pour une première fois, le 16 septembre à Kedgwick. VOIR TABLEAU C pour les détails;
- nous a également permis de développer du matériel promotionnel pour le nouveau programme de recyclage résidentiel, et
- d'acquérir un outil à base de l'internet pour informer les citoyens de l'horaire des collectes et un assistant de gestion du tri.

Afin de tenir la CSR au courant des initiatives, tendances et opportunités de réacheminement de déchets et de recyclage, notre gérant a participé à des rencontres de Recycle NB et des gérants des divisions de déchets solides. En octobre, il faisait partie d'une tournée d'étude au Saskatchewan afin d'en apprendre sur leur Programme de responsabilité élargie des producteurs pour la gestion des emballages et imprimés.

Je remercie les employés de la Division pour leur dévouement ainsi que le conseil d'administration et les employés de la CSR pour leur soutien et leur collaboration tout au long de l'année.

I am thankful that the RSC Board of Directors has opted to move forward and I look forward to the implementation of curbside recycling. Stay tuned for developments on the new program. Our role will be enhanced to create awareness of the new program which will include the promotion of waste reduction and proper disposal, as well as awareness for recycling and of use of our Transfer Station. We will be offering presentations in the communities, in schools, various group/organizations and through information dissemination to the public in general.

We thank the Department of Environment and Local Government for a financial contribution of \$60,000 through the Environmental Trust Fund. This contribution allowed us:

- to hold household hazardous waste collection days. We collected close to 19 tons during our three half days. On September 9th and 10th in Campbellton & Dalhousie respectively, and for a first time, we also held a collection day in Kedgwick on September 16th. SEE TABLE C for details;
- to develop promotional material for the new Curbside Recycling program, and
- to acquire a web-based application which includes a collection calendar and waste wizard to inform citizens.

To keep the RSC abreast of initiatives, trends and opportunities with respect to waste diversion and recycling, our Manager has participated to meetings of Recycle NB and of the Solid Waste managers in NB. In October, he was part of a Study Tour in Saskatchewan to learn more about their Extended Producer Responsibility program for Packaging and Printed Paper.

Thank you to the Division's employees for their dedication as well as the Board of directors and employees of the RSC for their support and continued collaboration throughout the year.

Ian Comeau, Manager/Gérant
Solid Waste Division des déchets solides

Solid Waste DIVISION Déchets Solides

Rapport TONNAGE Report 2017

Residential Solid Waste / Déchets Solides Résidentiels	
Atholville	1,270.48
Balmoral	541.79
Campbellton	2,602.92
Charlo	535.62
Dalhousie	1,232.49
Eel River Crossing	701.23
Tide Head	363.99
Comm. Rurale de Kedgwick	757.26
TOTAL Municipal	8,005.78
	50.04%
LSDs / DSLs	1,352.54
Eel River Bar	177.85
TOTAL DSLs/LSDs & Premières Nations/First Nation	1,530.39
	9.57%
TOTAL Résidentiel/Residential	9,536.17
	59.61%
Déchets Commerciaux / Commercial Waste (ICI)	4,324.43
Déchets C & D Waste	2,123.18
Déchets C & D Waste @ Red Pine	14.51
TOTAL – ICI / C&D	6,462.12
	40.39%
TOTAL	15,998.29
	100.00%
Recyclables (2%)	360.23
TOTAL	16,358.52
	Tons / Tonnes

TABLEAU B **TAB**LE B

RECYCLABLES Container Locations Emplacement des Conteneurs	Tonnage 2017
Atholville	18.32
Balmoral	19.17
Campbellton (Arran)	79.28
Campbellton (Matheson)	30.26
Charlo	22.25
Dalhousie (Blanchard)	37.59
Dalhousie (Victoria)	42.68
Eel River Crossing	17.92
Tide Head	20.97
Nash Creek	9.54
Val d'Amours	13.20
St Arthur	7.60
Dundee	8.95
Eel River Bar	9.42
Kedgwick	20.69
St. Jean Baptiste	2.39
TOTAL	360.23

Down ≈ 7% from previous year (385.61)
≈7% de moins que l'année précédente (385.61)

Household Hazardous Waste Déchets Dangereux Résidentiels

Summary Sommaire	Sept. 9 sept. 2017	Sept. 10 sept. 2017	Sept. 16 sept. 2017	Total	Tonnage	Total	Tonnage
	Campbellton	Dalhousie	Kedgwick	2017	2017	2016	2016
No. Vehicles / Véhicules	263	275	25	563		556	
Large Propane Tanks	61	44	2	107	0.97	55	0.50
Réservoirs de Propane	(20lbs)	(20lbs)	(20lb)				
Réservoirs Propane Tanks	26	41	11	78		65	
Car Batteries de véhicules	14	18	8	40	0.71	44	0.79
Oil (litres)	565	1,650	315	2,530	1.16	5,458	3.31
Huile (litres)	(585 lbs)	(1,622 lbs)	(325 lbs)				
Paint (litres)	3,165	6,784	560	10,509	7.47	11,219	8.42
Peinture (litres)	(5,661 lbs)	(10,659 lbs)			(17,794 lbs)		20,065lbs
Old Gas / Essence (litres)	146	121	15	282	0.17	252	0.15
Small batteries/Petites piles	710 lbs	912 lbs	25	1,647 lbs	0.75	1,015	
E-Waste	1.71	3.05	0.35	5.11	5.11	5.85	5.85
Déchets Electroniques	TNS	TNS	TNS	TNS	TNS	TNS	TNS
Écrans / Screens	19	30	2	51		57	
(lbs)	570	900	60	1530	0.81	1710	0.78
TVs	63	92	3	158		149	
Others / Autres	36	41	4	81		73	
Garbage/Déchets	0.28	0.80	0.47	1.55	1.55	0.92	0.92
Tons/Tonnes	7.85 tns	9.67 tns	1.18 tns	18.70 tns			21.18 tns

ANNEXES / APPENDIXES

Annexe 1Appendix 1

CSR RESTIGOUCHE RSC

RÉGION & COMMUNAUTÉS DESSERVIES / Region & Communities served

MANDAT et SERVICES / Mandate and Services

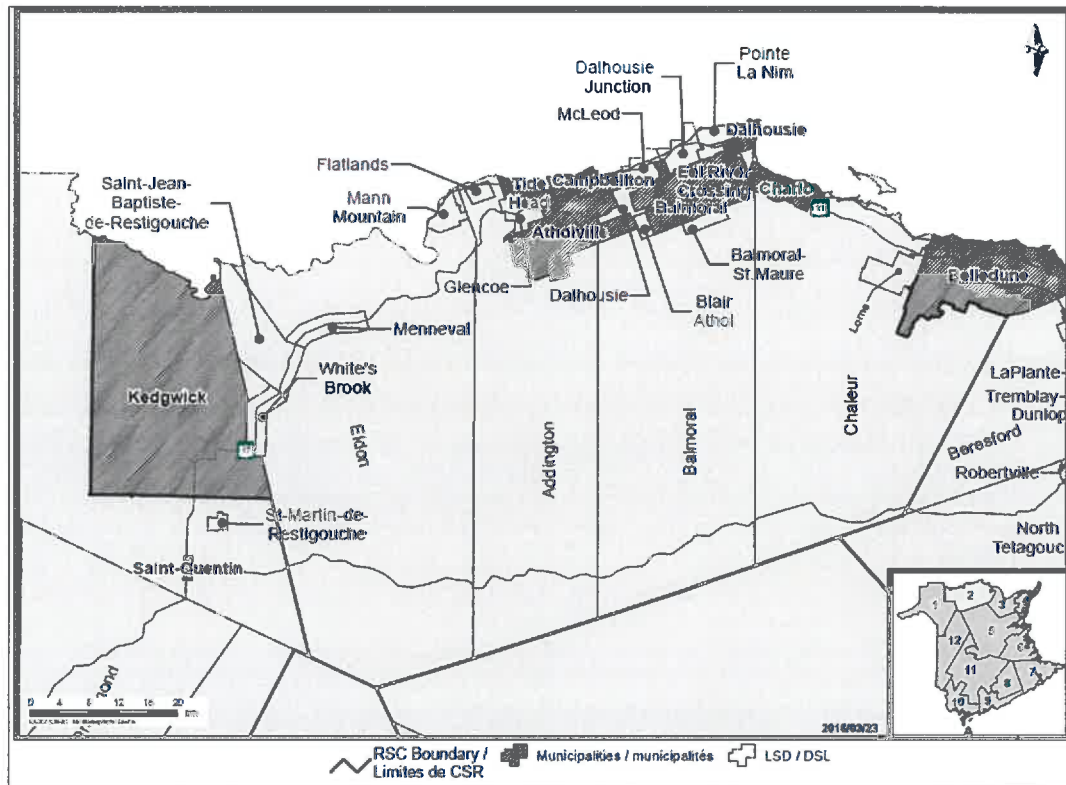
ORGANIGRAMME / Organizational Chart

CONSEIL D'ADMINISTRATION / Board of Directors

PRÉSENCES / Attendance

DÉPENSES DES MEMBRES / Member Expenses

Commission de Services Régionaux
RESTIGOUCHE
Regional Service Commission



Population: 25,394 *(Recensement 2016 Census)

Assiette Fiscale 2017 Tax Base
\$1,633,609,785

Territoire desservi / Territory served:

7 - MUNICIPALITÉS/MUNICIPALITIES:

Atholville • Balmoral • Campbellton • Charlo • Dalhousie • Eel River Crossing • Tide Head

1 - COMMUNAUTÉ RURALE / RURAL COMMUNITY : Kedgwick

17 - DISTRICTS DE SERVICES LOCAUX / LOCAL SERVICE DISTRICTS:

Paroisse Addington Parish • Paroisse Balmoral Parish • Balmoral-St. Maure • Blair Athol • Chaleur • Paroisse Dalhousie Parish • Dalhousie Junction • Paroisse Eldon Parish • Flatlands • Glencoe • Lorne • Mann's Mountain • McLeods • Point la Nim • St Jean Baptiste de Restigouche • Menneval • White's Brook

MANDATE & SERVICES – MANDAT & SERVICES

Le **MANDAT** des commissions de services régionaux (CSR) est:

- Assurer ou faciliter la prestation de services obligatoires aux communautés
- Faciliter les ententes volontaires de service entre les communautés intéressées
- Servir de forum régional pour la collaboration entre les communautés concernant les questions régionales

La Commission offre les **SERVICES** suivants:

- **Aménagement local (urbanisme)**
La CSR offre des services d'aménagement du territoire à toutes les municipalités, communautés rurales et les districts de services locaux dans son territoire. Entre autres, elle offre un appui dans l'élaboration de plans, à leur gestion et leur application, à l'octroi de permis de construction, à l'inspection de bâtiments, à l'approbation de lotissements, zoning, ...
- **Gestion des déchets solides**
La CSR offre aux municipalités, aux communautés rurales et aux districts de services locaux de la région des services d'élimination des déchets solides. Ceci comprend: l'exploitation de la station de transfert, la coordination de divers programmes de recyclage et la manutention des déchets dangereux.

The **MANDATE** of Regional Service Commissions (RSC) is to:

- Deliver or facilitate the delivery of the mandated services to communities
- Facilitate voluntary service arrangements among interested communities
- Act as a regional forum for collaboration among communities on regional issues

The Commission provides the following **SERVICES**:

- **Local Planning**
The RSC provides land use planning services to all municipalities, rural communities and local service districts in its territory. This function includes providing support in the development of plans, the administration and enforcement of the plans, the issuance of building permits, conducting building inspections, the approval of subdivisions, zoning, ...
- **Solid Waste Management**
The RSC provides solid waste disposal services to the Municipalities, Rural Communities and Local Service Districts within our region. This includes the operation of the transfer station, as well as the coordination of various recycling programs and the handling of hazardous waste.

- **Aménagement régional**

La commission de services régionaux sera chargée de l'élaboration d'un plan régional visant à mieux coordonner et gérer l'aménagement et l'utilisation des terres dans leur région respective. Plus particulièrement, le plan régional sera axé sur des stratégies qui privilégient des méthodes de développement durable, qui encouragent la coordination de l'aménagement entre les communautés, orientent l'emplacement des infrastructures importantes (routes principales, installations, sentiers) et qui améliorent la coordination du développement commercial et industriel. Le plan régional sera aussi un outil important pour mieux gérer, protéger et harmoniser les ressources et les paysages urbains et ruraux.

- **Collaboration régionale en matière de services de police**

La commission de services régionaux servira de tribune régionale pour évaluer l'efficacité des services de police. Elle cernera les enjeux d'intérêt commun dans leur région respective et guidera l'établissement des priorités en matière de services de police.

- **Planification régionale des mesures d'urgence**

Par l'intermédiaire de la commission de services régionaux et en partenariat avec Sécurité publique (coordonnateur régional des mesures d'urgences), les municipalités, les communautés rurales et les districts de services locaux planifieront, coordonneront et mettront en commun les ressources afin d'assurer des interventions plus efficaces en cas d'urgence.

- **Regional Planning**

The Regional Service Commission is responsible for the development of a Regional Plan, the aim of which would be to better coordinate and manage development and land use within the region. More specifically, the Regional Plan will focus on strategies that focus on sustainable development practices, that encourage coordinated development between communities, that influence and guide the location of significant infrastructure (e.g., major roadways, facilities, trails), and that enhance coordination of commercial/industrial development. The Regional Plan will also serve as an important tool in better managing, protecting and harmonizing urban and rural landscapes and resources.

- **Regional Policing Collaboration**

The Regional Service Commission will serve as a forum through which the effectiveness and efficiency of policing services is reviewed and evaluated on a regional basis. The Commission can also identify issues of common concern within the region and provide direction on priorities for policing services.

- **Regional Emergency Measures Planning**

In partnership with Public Safety (Regional EMO Coordinator), the Regional Service Commission will serve as the vehicle through which Municipalities, Rural Communities and Local Service Districts plan, coordinate and pool resources on a regional basis in order to enable more effective responses to emergency situations.

- **Planification des infrastructures régionales de loisirs, de culture et de sport, et partage des coûts de ces installations**

La CSR aura la responsabilité de faciliter la planification et le partage des coûts des nouvelles installations sportives, récréatives et culturelles principales de leur région respective.

Ce genre d'entente pourrait être établi par la commission sur une base régionale ou intrarégionale et pourrait couvrir les dépenses d'investissement initiales et les coûts d'exploitation permanents d'après le consentement des membres.

- **Collaboration relative aux questions régionales**

Un des rôles les plus importants de la commission de services régionaux consiste à collaborer pour prendre des décisions concernant les questions et les services régionaux.

La Commission peut également offrir d'autres services soit aux communautés membres ou sur une base sous régionale.

- **Regional Sport, Recreational, and Cultural Infrastructure Planning and Cost-Sharing**

The RSC is responsible for facilitating the planning and cost-sharing of new major sport, recreational and cultural facilities within the region.

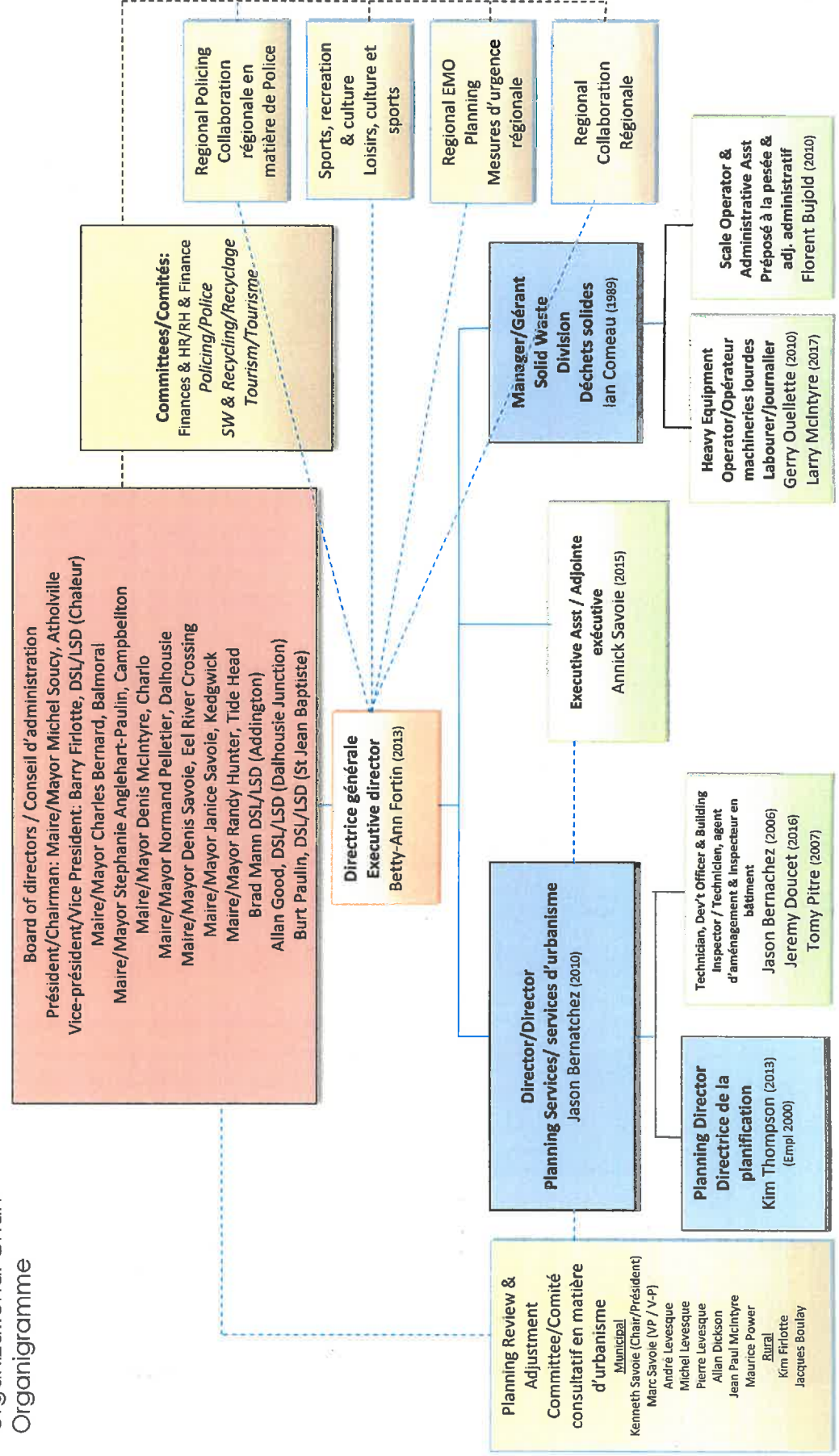
Agreements can be developed by the Commission on a fully regional or on a sub-regional basis and would cover both initial capital and ongoing operational costs based on members' consent.

- **Collaboration on regional issues**

One of the most important roles of the Regional Service Commission is to collaborate on regional issues and service decisions.

The Commission can also provide other services as agreed to by the member communities on a regional or sub-regional basis.

Commission de services régionaux RESTIGOUCHE Regional Service Commission Organizational Chart Organigramme



MEMBRES - MEMBERS

Président / Chairman: Michel Soucy

Vice-président / Vice-Chair: Barry Firlotte

Betty-Ann Fortin, Dir. Générale & Secrétaire de la Corporation/Executive Director & Corporate Secretary

MUNICIPALITÉS / MUNICIPALITIES

- Atholville Maire/Mayor Michel Soucy
- Balmoral Maire/Mayor Charles Bernard
- Charlo Maire/Mayor Denis McIntyre
- Campbellton Maire/Mayor Stephanie Anglehart-Paulin
- Dalhousie Maire/Mayor Normand Pelletier
- Eel River Crossing Maire/Mayor Denis Savoie
- Tide Head Maire/Mayor Randy Hunter

COMMUNAUTÉ RURALE / RURAL COMMUNITY

- Kedgwick Maire/Mayor Janice Savoie

DISTRICTS DE SERVICES LOCAUX / LOCAL SERVICE DISTRICTS

- Chaleur Barry Firlotte
- Dalhousie Junction Allan Good
- Addington Brad Mann
- St Jean Baptiste Burt Paulin

Alternates/Remplacants :

- Jhulio Solis (McLeods)
- Billie-Jo Gauthier (Eldon)

Gouvernance & Présences

La Commission de services régionaux opère sous la gouvernance d'un Conseil d'administration de 12 membres (maires et présidents de DSLs). Pendant l'année 2017, le Conseil a tenu 10 réunions régulières et une réunion spéciale/AGA. Le rapport des présences figure ci-dessous.

Governance & Attendance

The Regional Service Commission is governed by a board of 12 directors (Mayors and LSD Presidents). During 2016, the Board held 10 regular board meetings and 1 special meeting/AGM. Below is a status of attendance.

Membre / Member	Représentant/ Representing	Présence/Attendance
Michel Soucy	Atholville	11/11
Charles Bernard	Balmoral	9/11
Stephanie Anglehart-Paulin	Campbellton	10/11
Denis McIntyre	Charlo	11/11
Normand Pelletier	Dalhousie	10/11
Denis Savoie	Eel River Crossing	8/11
Janice Savoie	Kedgwick	10/11
Randy Hunter	Tide Head	10/11
Barry Firlotte	DSL/LSD	11/11
Brad Mann	DSL/LSD	10/11
Allan Good	DSL/LSD	11/11
Burt Paulin	DSL/LSD	11/11
Remplaçants / Alternates		
Guy Landry	Balmoral	1
Sterling Loga	Campbellton	1
Mario Pelletier	Eel River Crossing	3
Patrick Lanteigne	Tide Head	1
Jhulio Solis	DSL/LSD	1

Dépenses des membres	Member Expenses
Vous trouverez ci-dessous, les détails des dépenses accordées aux membres qui incluent les honoraires et dépenses pour les réunions régulières, comités ainsi que toute autre réunion au nom de la CSR.	Please find below the total honorariums and expenses paid to board members which includes meetings, committees, as well as any other meetings attended on behalf of the RSC.

Membre/Member	Per Diem payé/paid	Expenses paid Dépenses payées	TOTAL
Michel Soucy	\$4,188	\$154	\$4,342
Charles Bernard	\$1,875	\$739	\$2,614
Stephanie Anglehart-Paulin	\$1,625	\$29	\$1,654
Denis McIntyre	\$1,875	\$373	\$2,248
Normand Pelletier	\$2,125	\$492	\$2,617
Denis Savoie	\$1,375	\$381	\$1,756
Janice Savoie	\$1,500	\$810	\$2,310
Randy Hunter	\$2,125	\$156	\$2,280
Barry Firlotte	\$2,438	\$921	\$3,359
Brad Mann	\$1,750	\$299	\$2,049
Allan Good	\$1,750	\$664	\$2,289
Burt Paulin	\$1,625	\$508	\$1,883
Remplaçants/Alternates			
Guy Landry	\$125	\$25	\$150
Sterling Loga	\$125	\$0	\$125
Mario Pelletier	\$375	\$75	\$450
Patrick Lanteigne	\$188	\$37	\$225
Jhulio Solis	\$125	\$11	\$136
	\$ 25,187	\$ 5,449	\$ 30,636

Annexe 2	Appendix 2
ÉTATS FINANCIERS VÉRIFIÉS 2017	2017 Audited Financial Statements

**RESTIGOUCHE REGIONAL SERVICE COMMISSION /
COMMISSION DE SERVICES RÉGIONAUX
RESTIGOUCHE**

CONSOLIDATED FINANCIAL STATEMENTS

**FOR THE YEAR ENDED
DECEMBER 31, 2017**



Allen, Paquet & Arseneau LLP

CHARTERED PROFESSIONAL ACCOUNTANTS • COMPTABLES PROFESSIONNELS AGRÉÉS

RESTIGOUCHE REGIONAL SERVICE COMMISSION /
COMMISSION DE SERVICES RÉGIONAUX RESTIGOUCHE

Index

To the Consolidated Financial Statements

For the Year Ended December 31, 2017

	<u>Page</u>
Management's Responsibility for the Consolidated Financial Statements	1.
Independent Auditors' Report	2.
Consolidated Statement of Operations	3.
Consolidated Statement of Financial Position	4.
Consolidated Statement of Changes in Net Assets	5.
Consolidated Statement of Cash Flow	6.
Notes to the Consolidated Financial Statements	7 - 21.





1.

RESTIGOUCHE REGIONAL SERVICE COMMISSION /
COMMISSION DE SERVICES RÉGIONAUX RESTIGOUCHE
Consolidated Financial Statements
Year ended December 31, 2017

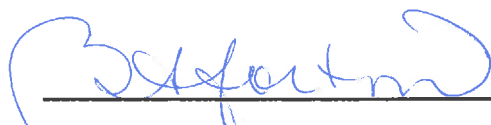
Management's Responsibility for the Consolidated Financial Statements

The accompanying consolidated financial statements of the Restigouche Regional Service Commission / Commission de services régionaux Restigouche are the responsibility of management and have been prepared in compliance with legislation, and in accordance with Canadian public sector accounting standards established by the Public Sector Accounting Board of CPA Canada. A summary of the significant accounting policies are described in Note 2 to the consolidated financial statements. The preparation of consolidated financial statements necessarily involves the use of estimates based on management's judgement, particularly when transactions affecting the current accounting period cannot be finalized with certainty until future periods.

Management maintains a system of internal controls designed to provide reasonable assurance that assets are safeguarded, transactions are properly authorized and recorded in compliance with legislative and regulatory requirements, and reliable financial information is available on a timely basis for preparation of the consolidated financial statements. These systems are monitored and evaluated by management.

Management reviews the consolidated financial statements and discuss any significant financial reporting or internal control matters prior to their approval of the consolidated financial statements.

The consolidated financial statements have been audited by Allen, Paquet & Arseneau LLP, independent external auditors appointed by Restigouche Regional Service Commission / Commission de services régionaux Restigouche. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on Restigouche Regional Service Commission / Commission de services régionaux Restigouche's consolidated financial statements.


Betty-Ann Fortin, Executive Director



2.

INDEPENDENT AUDITORS' REPORT

To the Directors of
Restigouche Regional Service Commission /
Commission de services régionaux Restigouche

Report on the Financial Statements

We have audited the accompanying consolidated financial statements of the Restigouche Regional Service Commission / Commission de services régionaux Restigouche, which comprise the consolidated statement of financial position as at December 31, 2017 and the consolidated statements of operations, changes in net assets and cash flow for the year ended December 31, 2017 and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian generally accepted accounting principles and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, these consolidated financial statements present fairly, in all material respects, the financial position of the Restigouche Regional Service Commission / Commission de services régionaux Restigouche as at December 31, 2017 and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles as outlined in the Public Sector Accounting (PSA) Handbook.

Campbellton, NB

April 20, 2018

Allen, Paquet & Arseneau LLP
Chartered Professional Accountants

**RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX
RESTIGOUCHE**

Consolidated Statement of Operations

For the Year Ended December 31

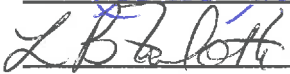
	2017	2017	2016
	(Unaudited) Budget Note 12	Actual	Actual
REVENUE			
Member Charges	\$ 1,576,929	\$ 1,560,098	\$ 1,518,053
Sale of Services	772,600	678,802	701,370
Other Revenue	21,632	165,353	73,721
Debt Forgiveness (Note 7)	-	34,958	-
Interest	-	519	1,069
	2,371,161	2,439,730	2,294,213
EXPENDITURES			
Administration	342,814	500,970	339,823
Fiscal Services	36,235	45,442	43,012
Governance	38,000	36,928	27,691
Planning and Building Inspection Services	368,116	349,335	327,749
Regional Emergency Measures Planning	1,000	-	-
Regional Planning	500	-	-
Regional Policing Collaboration	500	-	-
Regional Sport, Recreation and Culture	1,000	-	-
Solid Waste Services	1,601,843	1,584,273	1,579,958
Loss From Disposal of Tangible Capital Asset	-	22,447	-
	2,390,008	2,539,395	2,318,233
ANNUAL SURPLUS (DEFICIT)	\$ (18,847)	\$ (99,665)	\$ (24,020)
ACCUMULATED SURPLUS, Beginning of Year		962,881	986,901
ACCUMULATED SURPLUS, End of Year		\$ 863,216	\$ 962,881

**RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX
RESTIGOUCHE**

Consolidated Statement of Financial Position

As at December 31	2017	2016
FINANCIAL ASSETS		
Cash and Short Term Investments (Note 3)	\$ 140,614	\$ 260,776
Receivables		
General	192,334	120,538
Due from Federal Government (Note 4)	32,748	46,747
	\$ 365,696	\$ 428,061
LIABILITIES		
Bank Overdraft	\$ 9,099	\$ 49,606
Accounts Payable and Accrued Liabilities	191,924	49,513
Long Term Debt (Note 5)	102,000	134,000
	303,023	233,119
NET ASSETS	62,673	194,942
NON-FINANCIAL ASSETS		
Tangible Capital Assets (Note 8)	1,325,627	1,310,155
Accumulated Amortization	(529,745)	(546,877)
	795,882	763,278
Prepaid Expenses	4,661	4,661
	800,543	767,939
ACCUMULATED SURPLUS (Page 3)	\$ 863,216	\$ 962,881

On Behalf of the Directors

 Director
 Director

**RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX
RESTIGOUCHE**

**Consolidated Statement of Changes in Net Assets
For the Year Ended December 31**

	2017	2016
Annual Surplus (Deficit) (Page 3)	\$ (99,665)	(24,020)
Acquisition of Tangible Capital Assets	(117,472)	(117,469)
Proceeds on Disposal of Tangible Capital Assets	13,253	-
Amortization of Tangible Capital Assets	49,168	53,687
Loss on Sale of Tangible Capital Assets	22,447	-
	(132,269)	(87,802)
Decrease in Prepaid Expenses	-	352
DECREASE IN NET ASSETS	(132,269)	(87,450)
NET ASSETS, Beginning of Year (Page 4)	194,942	282,392
NET ASSETS, End of Year	\$ 62,673	\$ 194,942

**RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX
RESTIGOUCHE**

**Consolidated Statement of Cash Flow
For the Year Ended December 31**

	2017	2016
OPERATING TRANSACTIONS		
Annual Deficit	\$(99,665)	\$(24,020)
Amortization of Tangible Capital Assets	49,168	53,687
Receivables		
General	(71,796)	4,891
Due from Federal Government	13,999	(13,796)
Prepaid Expenses	-	352
Accounts Payable and Accrued Liabilities	142,411	(109,870)
Change in Deferred Revenue	-	(7,915)
	34,117	(96,671)
CAPITAL TRANSACTIONS		
Acquisition of Tangible Capital Assets	(117,472)	(117,469)
Proceeds on Disposal of Tangible Capital Assets	35,700	-
	(81,772)	(117,469)
FINANCING TRANSACTIONS		
Bank Advances	(40,507)	44,425
Long Term Debt	(32,000)	(31,000)
	(72,507)	13,425
DECREASE IN CASH AND CASH EQUIVALENTS	(120,162)	(200,715)
CASH AND CASH EQUIVALENTS, Beginning of Year	260,776	461,491
CASH AND CASH EQUIVALENTS, End of Year (Note 3)	\$ 140,614	\$ 260,776

1. PURPOSE OF THE ORGANIZATION

The Commission was established under a special act of the New Brunswick legislature with a mandate to provide or facilitate the provision of regional planning services and solid waste disposal services to all its members, and to all its members that are local service districts, a land use planning service. Regional Service Commission 2 (the "Commission") was created effective January 1, 2013. The name of the Commission changed on April 10, 2014 to Restigouche Regional Service Commission/Commission de Services Régionaux Restigouche.

In accordance with a Ministerial Order, Sections 41 and 48 of the Regional Service Delivery Act, SNB 2012, c.37 effective January 1st, 2013, all assets, liabilities, rights, obligations, powers and responsibilities of the Restigouche Solid Waste Commission and the Restigouche Planning District Commission were transferred to and became the assets, liabilities, rights, obligations, powers and responsibilities of Regional Service Commission 2.

2. SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of the Commission are the representations of management prepared in accordance with Canadian generally accepted accounting principles for local governments, as recommended by the Public Sector Accounting Board (PSAB) of CPA Canada.

The focus of PSA financial statements is on the financial position of the Commission and the changes thereto. The Consolidated Statement of Financial Position includes all of the assets and liabilities of the Commission.

Significant aspects of the accounting policies adopted by the Commission are as follows:

(a) Reporting Entity

The financial statements reflect the assets, liabilities, revenues, expenditures and changes in net assets and cash flows of the Commission. The reporting entity is comprised of all organizations and enterprises accountable for the administration of their affairs and resources to the Commission and which are owned or controlled by the Commission.

Interdepartmental and organizational transactions and balances are eliminated.

(b) Budget

The budget figures contained in these consolidated financial statements were approved by the Board on November 26, 2016.

(c) Revenue Recognition

Unrestricted revenue is recorded on an accrual basis and is recognized when collection is reasonably assured. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Other revenue is recorded when it is earned.

(d) Use of Estimates

The preparation of the financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenues and expenses during the reporting period. These estimates are reviewed periodically, and as adjustments become necessary, they are reported in earnings in the period in which they become known. Actual results may differ from those estimates.

2. SIGNIFICANT ACCOUNTING POLICIES (continued)

(e) Financial Instruments

The Commission's financial instruments consist of cash, short-term investments, accounts receivables, due from Federal Government and payables and accruals. Unless otherwise noted, it is management's opinion that the Commission is not exposed to significant interest, currency or credit risk arising from these financial instruments. The fair value of these financial instruments approximates their carrying values, unless otherwise noted.

(f) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, balances with banks and short term deposits.

(g) Tangible Capital Assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost of the tangible capital assets are amortized on a straight line basis over the estimated useful life as follows:

	<u>Years</u>
Land:	
All land owned by the Commission, including land under buildings	N/A
Land Improvements:	
Includes parking lots	20 years
Buildings:	
All buildings owned by the Commission	40 years
Heavy Equipment:	
Includes a loader, excavator and trailer	15 years
Machinery and Equipment	
Includes information technology assets, motorized fleet equipment and similar assets	5 - 10 years
Vehicles	
All vehicles including trucks and similar assets	5 years
Furniture and Fixtures:	
Includes desks, chairs, file cabinets, kitchen appliances, water dispensers and similar assets	5 years
Computer Equipment:	
Includes personal computers, monitors, laptops, printers, servers, software, cameras, fax machines and similar assets.	5 years

The Commission has a capitalization threshold of \$2,500. Any item purchased under this threshold is recorded as an expense in the year the item is acquired.

All grants and other third party contributions are recorded as income in the year the expenditure for the capital asset is incurred. The full cost of the asset is capitalized during the year the asset is substantially complete and put into use.

2. SIGNIFICANT ACCOUNTING POLICIES (continued)**(h) Segmented Information**

The Commission is a diversified service unit that provides a wide range of services to its members. For management reporting purposes, the Commission's operations and activities are organized and reported by function. This presentation was created for the purpose of recording specific activities to attain certain objectives in accordance with special regulations, restrictions or limitations. Commission services are provided by departments as follows:

Corporate Services

This department is responsible for the overall governance and financial administration of the Commission. This includes board functions, general and financial management, legal matters and compliance with legislation as well as member relations.

Co-operative and Regional Planning Services

This department is responsible for providing its members with a forum in order to initiate cooperative action among its members, which includes discussions with respect to regional planning, regional policing collaboration, regional emergency measures planning, regional sport, recreation and culture infrastructure planning and cost sharing, as well as any other regional services agreed upon by the members.

Local Planning Services

This department is responsible for providing land use planning services to all municipalities and local service districts in its territory. This function includes the development of rural plans, the administration and enforcement of the plans, the issuance of building permits, conducting building inspections and the approval of subdivisions.

Solid Waste Services

This department provides solid waste disposal services to the Municipalities, Rural Communities and Local Service Districts within the region and operates the Restigouche Transfer Station. This includes coordination of various recycling programs, the handling of hazardous waste and the promotion of composting.

3. CASH AND SHORT TERM INVESTMENTS

	2017	2016
Term Deposits (Restricted)	\$ -	\$ 10,680
Term Deposits in Reserve Funds (Unrestricted)	140,214	247,591
Cash (Unrestricted)	400	2,505
	<u>\$ 140,614</u>	<u>\$ 260,776</u>

4. DUE FROM FEDERAL GOVERNMENT

	2017	2016
Canada Revenue Agency - HST Refund	\$ 32,748	\$ 46,747

5. LONG TERM DEBT

	2017	2016
Serial debenture with variable interest from 3.4% to 3.85%, maturing in 2020	\$ 102,000	\$ 134,000

Principal payments of long term debt are due as follows:

2018	\$ 33,000
2019	34,000
2020	35,000
	\$ 102,000

Approval of the Municipal Capital Borrowing Board has been obtained for the above long term debt. The Commission is in compliance with the requirements of the Municipal Capital Borrowing Act.

6. COMMITMENTS

Office and Equipment Leases

The Commission has entered into a lease agreement for office premises requiring annual lease payments of \$37,192 ending June 30, 2019.

The Commission has entered into a lease agreement for office equipment requiring annual lease payments of \$5,877 ending November 2018.

7. DEBT FORGIVENESS

At the end of 2017, the Restigouche Regional Service Commission settled a longstanding legal case against the local planning division (pending since 2010). In order to alleviate the burden of the legal settlement on the current year operations, funds were reallocated from a "due to Environment and Local Government" account that predates the establishment of the Commission; funds were also transferred from a fund reserved for legal fees and from the Local Planning operating reserve.

RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX RESTIGOUCHE
Notes to the Consolidated Financial Statements
For the Year Ended December 31, 2017

8. SCHEDULE OF TANGIBLE CAPITAL ASSETS

	Land	Land Improvement	Buildings	Heavy Equipment	Machinery and Equipment	Vehicles	Office Equipment	Computer Equipment	2017 Total	2016 Total
COST										
Balance, Beginning of Year	\$ 31,683	\$ 62,747	\$ 368,178	\$ 460,986	\$ 330,474	\$ 3,955	\$ 15,097	\$ 37,035	\$ 1,310,155	\$ 1,192,686
Add: Net Additions During the Year	-	-	-	117,472	-	-	-	-	117,472	117,469
Less: Disposals during the Year	-	-	-	-	(102,000)	-	-	-	(102,000)	-
BALANCE, END OF YEAR	31,683	62,747	368,178	578,458	228,474	3,955	15,097	37,035	1,325,627	1,310,155
ACCUMULATED AMORTIZATION										
Balance, Beginning of Year	-	4,705	60,584	134,907	293,929	3,955	15,097	33,700	546,877	493,190
Add: Amortization During the Year	-	3,137	9,204	34,648	845	-	-	1,334	49,168	53,687
disposals	-	-	-	-	(66,300)	-	-	-	(66,300)	-
BALANCE, END OF YEAR	-	7,842	69,788	169,555	228,474	3,955	15,097	35,034	529,745	546,877
NET BOOK VALUE OF TANGIBLE										
CAPITAL ASSETS	\$ 31,683	\$ 54,905	\$ 298,390	\$ 408,903	\$ -	\$ -	\$ -	\$ 2,001	\$ 795,882	\$ 763,278
Consists of:										
Solid Waste Fund Assets	\$ 31,683	\$ 54,905	\$ 298,390	\$ 408,903	\$ -	\$ -	\$ -	\$ 1,077	\$ 794,958	\$ 761,737
Local Planning Fund Assets	-	-	-	-	-	-	-	924	924	1,541
BALANCE, END OF YEAR	\$ 31,683	\$ 54,905	\$ 298,390	\$ 408,903	\$ -	\$ -	\$ -	\$ 2,001	\$ 795,882	\$ 763,278

RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX RESTIGOUCHE
Notes to the Consolidated Financial Statements
For the Year Ended December 31, 2017

9. SCHEDULE OF SEGMENT DISCLOSURE

	Other Shared Services	Corporate Services	Co-operative and Regional Planning	Local Planning	Solid Waste Services	Total 2017	Total 2016
REVENUES							
Member Charges	\$ 78,644	\$ -	\$ 32,478	\$ 503,782	\$ 945,194	\$ 1,560,098	\$ 1,518,053
Sales of Services	-	-	-	-	678,802	678,802	701,370
Other Revenue	-	81,692	-	35,005	83,614	200,311	73,721
Interest	-	-	-	32	487	519	1,069
	78,644	81,692	32,478	538,819	1,708,097	2,439,730	2,294,213
EXPENDITURES							
Salaries and Benefits	-	89,143	-	287,752	234,861	611,756	571,205
Goods and Services	78,644	157,810	-	252,227	1,362,624	1,851,305	1,687,739
Amortization	-	-	-	616	48,552	49,168	53,687
Interest	-	-	-	-	4,719	4,719	5,602
Loss From Disposal of Tangible Capital Assets	-	-	-	-	22,447	22,447	-
	78,644	246,953	-	540,595	1,673,203	2,539,395	2,318,233
SURPLUS (DEFICIT)							
FOR THE YEAR	\$ -	\$ (165,261)	\$ 32,478	\$ (1,776)	\$ 34,894	\$ (99,665)	\$ (24,020)

RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX RESTIGOUCHE

Notes to the Consolidated Financial Statements

For the Year Ended December 31, 2017

10. RECONCILIATION OF ANNUAL SURPLUS (DEFICIT)

The Regional Service Delivery act, items 27(7) and 27(8) stipulate if a Commission has a deficit/surplus with respect to a service at the end of its fiscal year, the Commission shall cause the deficit/surplus to be debited/credited against/to the Commission's budget with respect to that service for the second next ensuing year.

	Co-operative and Regional Planning Operating Fund	Local Planning Operating Fund	Solid Waste Operating Fund	Local Planning Capital Fund	Solid Waste Capital Fund	Local Planning Reserve Fund	Solid Waste Operating Reserve Fund	Solid Waste Capital Reserve Fund	Other Shared Operating Fund	Total
2017 ANNUAL SURPLUS (DEFICIT) PER PSAB	\$ (574)	\$ (52,423)	\$ 37,681	\$ (616)	\$ (84,251)	\$ 32	\$ 237	\$ 249	\$ -	\$ (99,665)
Adjustments to Annual Surplus (Deficit)										
for Funding Requirements										
Second Previous Year's Surplus (Deficit)	8,709	26,130	(30,661)	-	-	-	-	-	-	4,178
Transfers Between Funds										
Solid Waste Operating Reserve Fund to Solid Waste Operating	-	-	25,000	-	-	-	(25,000)	-	-	-
Solid Waste Operating Fund to Solid Waste Capital Reserve Fund	-	-	(13,253)	-	-	-	-	13,253	-	-
Local Planning Operating Reserve Fund to Local Planning Operating Fund	-	21,109	-	-	-	(21,109)	-	-	-	-
Capital expenditures Local Planning Operating to Local Planning Capital Reserve Fund	-	(2,500)	-	-	-	-	-	-	-	-
Solid Waste Capital Reserve Fund to Solid Waste Capital Fund	-	-	-	-	117,000	-	-	(117,000)	-	-
Long Term Debt Principal Repayment	-	-	(32,000)	-	32,000	-	-	-	-	-
Proceeds From Disposal of Capital Assets	-	-	-	-	35,700	-	-	-	-	35,700
Amortization Expense	-	-	-	616	48,552	-	-	-	-	49,168
Total Adjustments to 2017 Annual Surplus (Deficit)	8,709	44,739	(51,386)	616	233,724	(21,109)	(25,000)	(103,747)	-	89,046

2017 ANNUAL FUND SURPLUS (DEFICIT) FOR FUNDING PURPOSES	\$ 8,135	\$ (7,684)	\$ (13,705)	\$ -	\$ 149,473	\$ (21,077)	\$ 2,500	\$ (24,763)	\$ (103,498)	\$ (10,619)
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2017 annual surplus (deficit) per PNB requirements	\$ 8,135	\$ (7,684)	\$ (13,705)	\$ -	\$ 149,473	\$ (21,077)	\$ 2,500	\$ (24,763)	\$ (103,498)	\$ -
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RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX RESTIGOUCHE

Notes to the Consolidated Financial Statements

For the Year Ended December 31, 2017

11. STATEMENT OF RESERVES

	Planning Operating Reserve Fund	Planning Capital Reserve Fund	Solid Waste Operating Reserve Fund	Solid Waste Capital Reserve Fund	Total 2017	Total 2016
ASSETS						
Cash	\$ -	\$ 7,489	\$ 53,759	\$ 78,966	\$ 140,214	\$ 247,591
Due from Operating Fund	-	2,500	-	-	2,500	-
	-	9,989	53,759	78,966	142,714	247,591
LIABILITIES						
Due to Operating Fund	-	-	25,000	16,960	41,960	-
	-	-	25,000	16,960	41,960	-
ACCUMULATED SURPLUS	\$ -	\$ 9,989	\$ 28,759	\$ 62,006	\$ 100,754	\$ 247,591
TOTAL LIABILITIES AND						
ACCUMULATED SURPLUS	-	9,989	53,759	78,966	142,714	247,591
REVENUE						
Interest	\$ 32	\$ -	\$ 237	\$ 249	\$ 518	\$ 1,016
Transfers from Operating Fund	-	2,500	-	13,253	15,753	2,500
	32	2,500	237	13,502	16,271	3,516
EXPENDITURES						
Transfer to Operating Fund	21,109	-	25,000	-	46,109	20,000
Bank charges	-	-	-	-	-	2
Transfer to Capital Fund	-	-	-	117,000	117,000	117,000
ANNUAL SURPLUS (DEFICIT)	\$ 21,109	\$ 2,500	\$ 25,000	\$ 117,000	\$ 163,109	\$ 137,002
	(21,077)	-	(24,763)	(103,498)	(146,838)	(133,486)

Name of Investment
Savings Account \$53,759.27
Savings Account \$78,966.56
Savings Account \$7,488.61

Interest Rate
0.60%
0.60%
0.60%

Date of Maturity

Commission Resolution regarding transfers to reserves:

- Moved by Director Charles Bernard, seconded by Director Denis Savoie that \$21,108.72 be transferred from the Local Planning Operating Reserve Fund to the Local Planning Operating Fund.
- Moved by Director Barry Firlotte, seconded by Director Brad Mann that \$13,253.00 be transferred from the Solid Waste Operating Fund to Solid Waste Capital Reserve Fund.
- Moved by Director Charles Bernard, seconded by Director Denis Savoie that \$2,500.00 be transferred from the Local Planning Operating Fund to the Local Planning Capital Reserve Fund.
- Moved by Director Charles Bernard, seconded by Director Denis Savoie that \$117,000 be transferred from the Solid Waste Capital Reserve Fund to the Solid Waste Capital Fund.
- Moved by Director Charles Bernard, seconded by Director Denis Savoie that \$25,000.00 be transferred from the Solid Waste Operating Reserve Fund to the Solid Waste Operating Fund.

I hereby certify that the above is true and an exact copy of the resolution adopted at a special meeting of the Board of Directors on May 25, 2017 and December 13, 2017.


Betty-Ann Fortin
Executive Director
Restigouche Regional Service Commission/Commission de Services Régionaux Restigouche


Date
April 30, 2018

RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX RESTIGOUCHE
Notes to the Consolidated Financial Statements
For the Year Ended December 31, 2017

12. OPERATING BUDGET TO PSA BUDGET

	Other										
	Shared Operating Budget		Corporate Services Operating Budget		Regional Planning Operating Budget		Co-operative and Planning Operating Budget		Local Planning Operating Budget		
Revenues	Budget		Operating Budget		Operating Budget		Operating Budget		Operating Budget		Total
Member Charges	78,644	\$	-	\$	32,478	\$	503,782	\$	962,025	\$	\$ 1,576,929
Sale of Services	-		-		-		-		772,600		772,600
Co-operative and Regional Planning Services	-		32,478		-		-		-		-
Local Planning Services	-		48,643		-		-		-		-
Solid Waste Services	-		81,070		-		-		-		-
Surplus of Second Previous Year	-		8,709		-		26,130		-		-
Other Revenue	-		-		-		-		21,632		21,632
	78,644		170,900		32,478		529,912		1,756,257		2,371,161
Expenditures											
Administration	78,644		129,900		32,478		111,270		23,000		342,814
Fiscal Services	-		-		-		51,142		149,305		36,235
Governance	-		38,000		-		-		-		38,000
Planning and Building Inspection Services	-		-		-		367,500		616		368,116
Solid Waste Services	-		-		-		-		48,552		1,601,843
Deficit of Second Previous Year	-		-		-		-		-		-
Regional Emergency Measures Planning	-		1,000		-		-		30,661		-
Regional Planning	-		500		-		-		-		1,000
Regional Policing Collaboration	-		500		-		-		-		500
Regional Sport, Recreation and Culture	-		1,000		-		-		-		1,000
	78,644		170,900		32,478		529,912		1,756,257		2,390,008
Surplus (Deficit)	-	\$	-	\$	-	\$	-	\$	49,168	(\$ 49,168)	\$ 30,321 \$(18,847)

**RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX
RESTIGOUCHE**

**Notes to the Consolidated Financial Statements
For the Year Ended December 31, 2017**

13. REVENUE AND EXPENDITURES SUPPORT

	(Unaudited) 2017 Budget	2017 Actual	2016 Actual
REVENUE			
<u>Co-operative and Regional Planning</u>			
<i>Member Charges</i>			
- Atholville	\$ 4,416	\$ 4,416	\$ 4,488
- Balmoral	1,956	1,956	1,960
- Campbellton	10,203	10,203	10,560
- Charlo	1,579	1,579	1,576
- Dalhousie	4,331	4,331	4,384
- Eel River Crossing	1,987	1,987	1,996
- Kedgwick	2,316	2,316	2,328
- Tide Head	1,214	1,214	1,224
- Local Service Districts	4,476	4,476	4,496
	32,478	32,478	33,012
<u>Revenue from Other Sources</u>			
Other	-	-	12,309
	\$ 32,478	\$ 32,478	\$ 45,321
<u>Corporate Services</u>			
<i>Revenue from Other Sources</i>			
Grants - Regional Development Corporation	\$ -	\$ 81,692	\$ -
<u>Local Planning Services</u>			
<i>Member Charges</i>			
- Atholville	\$ 65,872	\$ 65,872	\$ 67,856
- Balmoral	28,344	28,344	28,276
- Campbellton	176,836	176,836	188,212
- Charlo	24,043	24,043	23,840
- Dalhousie	68,132	68,132	69,708
- Eel River Crossing	23,929	23,929	23,708
- Kedgwick	33,708	33,708	33,916
- Tide Head	18,160	18,160	18,400
- Local Service Districts	64,758	64,758	65,084
	503,782	503,782	519,000
<u>Revenue from Other Sources</u>			
Debt Forgiveness (Note 7)		34,958	-
Other Revenue	-	-	15
Interests Income	-	47	-
	-	35,005	15
	\$ 503,782	\$ 538,787	\$ 519,015

**RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX
RESTIGOUCHE**

**Notes to the Consolidated Financial Statements
For the Year Ended December 31, 2017**

13. REVENUE AND EXPENDITURES SUPPORT (continued)

	(Unaudited) 2017 Budget	2017 Actual	2016 Actual
REVENUE			
<u>Solid Waste Services</u>			
<i>Member Tipping Fees</i>			
- Atholville	\$ 131,300	\$ 128,318	\$ 113,890
- Balmoral	57,570	54,721	52,255
- Campbellton	272,700	262,896	252,995
- Charlo	50,500	54,098	47,461
- Dalhousie	131,300	124,481	116,202
- Eel River Crossing	70,700	70,824	63,939
- Kedgwick	78,275	76,483	74,115
- Tide Head	35,350	36,766	33,829
- Local Service Districts	134,330	136,607	140,688
	962,025	945,194	895,374
<i>Revenue from Other Sources</i>			
Tipping Fees from Other Sources	760,025	647,586	686,383
Recycling	11,575	12,087	13,518
Special Waste	1,000	2,169	1,469
Other Revenue	-	16,960	-
Government Transfers	-	60,225	40,289
Equalization Revenue	21,632	23,389	21,108
Interest Income	-	-	53
	794,232	762,416	762,820
	\$ 1,756,257	\$ 1,707,610	\$ 1,658,194
<u>Other Shared Services</u>			
<i>Member Charges</i>			
- Municipalities	\$ 78,644	\$ 69,235	\$ 61,676
- Local Service Districts	-	9,409	8,991
	78,644	78,644	70,667

**RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX
RESTIGOUCHE**

**Notes to the Consolidated Financial Statements
For the Year Ended December 31, 2017**

13. REVENUE AND EXPENDITURES SUPPORT (continued)

	(Unaudited) 2017 Budget	2017 Actual	2016 Actual
EXPENDITURES			
<u>Corporate Services</u>			
<i>Governance</i>			
Stipends	\$ 26,000	\$ 25,188	\$ 20,500
Travel	7,000	5,267	4,433
Other	5,000	6,473	2,758
	38,000	36,928	27,691
<i>Administration</i>			
Salaries and Benefits	87,900	89,143	83,500
Travel	10,000	4,838	4,203
Office Equipment and Supplies	-	250	-
External Audit Fees	12,500	9,386	8,925
Executive Director Expenses	-	1,261	4,295
Project - Other	-	81,692	8,349
Other Financial Management	2,000	-	-
Liability Insurance	3,500	3,443	3,351
Professional Services	-	-	476
Telecommunications	1,500	1,808	1,415
Translation Services	10,000	9,108	8,912
Other	2,500	9,096	2,832
	129,900	210,025	126,258
	\$ 167,900	\$ 246,953	\$ 153,949

**RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX
RESTIGOUCHE**

**Notes to the Consolidated Financial Statements
For the Year Ended December 31, 2017**

13. REVENUE AND EXPENDITURES SUPPORT (continued)

	(Unaudited) 2017 Budget	2017 Actual	2016 Actual
EXPENDITURES			
<u>Co-operative and Regional Planning</u>			
<i>Regional Planning</i>			
Meetings	\$ 500	\$ -	\$ -
<i>Regional Policing Collaboration</i>			
Meetings	500	-	-
<i>Regional Emergency Measures</i>			
Meetings	1,000	-	-
<i>Regional Sport, Recreation and Culture Infrastructure</i>			
Meetings	1,000	-	-
	\$ 3,000	\$ -	\$ -
<u>Local Planning Services</u>			
<i>Administration</i>			
Office Equipment and Supplies	\$ 25,000	\$ 17,983	\$ 18,051
Printing and Copying	7,000	11,846	9,590
Telephone	10,500	7,522	8,808
Office Building	55,270	52,297	52,351
Legal Services	5,000	92,845	25,083
Liability Insurance	7,000	7,132	6,940
Other	1,500	1,635	842
	111,270	191,260	121,665
<i>Planning and Building Inspection Services</i>			
Salaries and Benefits	303,000	287,752	273,978
Travel	16,500	14,344	16,496
Training and Development	3,000	2,946	2,865
Advertising	2,000	-	-
Amortization	616	616	616
Map and Reference Material	1,000	1,325	1,400
Planning Advisory Committee	12,000	8,978	7,531
Geographic Information System	5,000	5,594	4,313
Other	25,000	27,780	20,550
	368,116	349,335	327,749
	\$ 479,386	\$ 540,595	\$ 449,414

**RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX
RESTIGOUCHE**

Notes to the Consolidated Financial Statements

For the Year Ended December 31, 2017

13. REVENUE AND EXPENDITURES SUPPORT (continued)

	(Unaudited) 2017 Budget	2017 Actual	2016 Actual
EXPENDITURES			
<u>Solid Waste Services</u>			
<i>Administration</i>			
Travel	4,000	2,440	3,449
Office Equipment and Supplies	5,000	2,664	1,785
Telephone	3,000	3,510	3,309
Office Building	7,500	9,465	9,505
Other	3,500	2,962	3,185
Advertising, Tours, Promotional	-	-	-
	23,000	21,041	21,233
<i>Operations</i>			
Amortization	48,552	48,552	53,071
Repairs and Maintenance	20,000	19,927	47,286
Janitorial	500	193	285
Insurance	14,000	14,018	13,641
Property Tax	20,000	19,402	19,247
Other - Building	1,666	4,002	677
Fuel	18,000	17,192	14,874
Salaries and Benefits	212,000	234,861	213,727
Site and Road Maintenance	5,000	49	47
Contracted Services - Transport	265,000	256,482	273,049
Tipping Fees	929,625	854,919	854,259
Recycling - Collection	46,500	40,815	39,907
Contracted Services - Recycling	16,000	12,556	14,772
Other - Safety Equipment	5,000	2,833	2,977
Hazardous Household Waste and Other	-	58,472	32,139
	1,601,843	1,584,273	1,579,958
<i>Fiscal Services</i>			
Interest on Long Term Debt	4,602	4,719	5,602
Equalization	31,633	40,723	37,408
Bank charges	-	-	2
	36,235	45,442	43,012
	\$ 1,661,078	\$ 1,650,756	\$ 1,644,203

RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX
RESTIGOUCHE

Notes to the Consolidated Financial Statements
For the Year Ended December 31, 2017

13. REVENUE AND EXPENDITURES SUPPORT (continued)

	(Unaudited) 2017 Budget	2017 Actual	2016 Actual
EXPENDITURES (continued)			
<u>Other Shared Services</u>			
<i>Administration</i>			
Contribution to Charlo Regional Airport	\$ 78,644	\$ 78,644	\$ 70,667
	\$ 78,644	\$ 78,644	\$ 70,667
