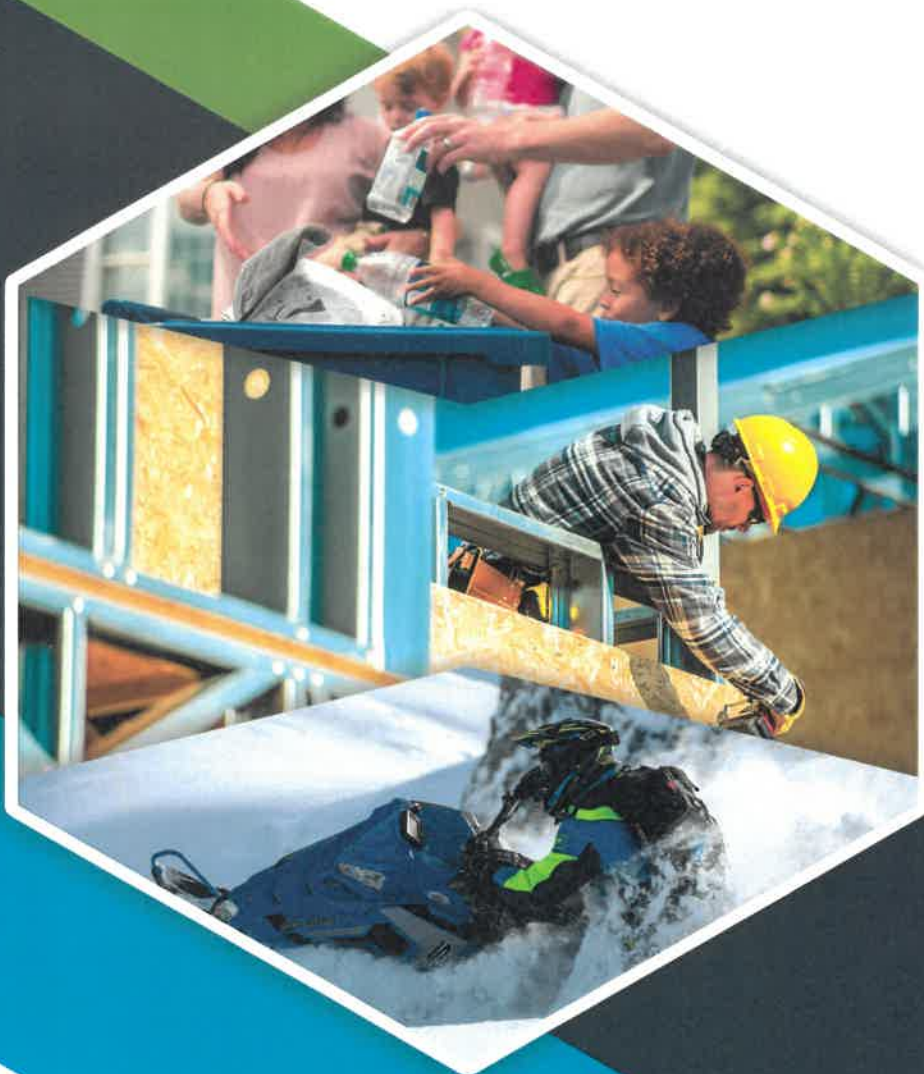




Commission de services régionaux
RESTIGOUCHE
Regional Service Commission

ANNUAL REPORT RAPPORT ANNUEL

2019

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TABLE des MATIÈRES / TABLE of CONTENTS

MESSAGE DU PRÉSIDENT 1 CHAIRMAN'S MESSAGE

RAPPORT DE LA DIRECTRICE GÉNÉRALE 5 EXECUTIVE DIRECTORS' REPORT

Faits saillants des Divisions

Divisions Highlights

Division Urbanisme 8 Planning Division

Division des Déchets Solides 14 Solid Waste Division

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 |
| Honoraires & dépenses des membres | - Member Honorariums & Expenses |

Annexe 2 / Appendix 2 États financiers 2019 Financial Statements

Message du Président



Chairman's Message

Il me fait plaisir de vous offrir un survol des initiatives de la Commission de Services Régionaux du Restigouche pour l'année 2019.

Je me permets de faire une parenthèse, le début de 2020 l'année a sans aucun doute été un temps sans précédent avec l'arrivée du nouveau Coronavirus. Le monde a changé pour toujours. C'est en temps de crise que nous nous ressaisissons et nous apprenons de nouvelles et meilleures façons de faire qui nous serviront à l'avenir.

Je veux commencer par remercier notre personnel et les membres du conseil d'administration pour leur collaboration durant une période difficile avec beaucoup d'incertitude. J'apprécie le personnel de la Commission pour leur dévouement et leur professionnalisme. Ils ont pu continuer à offrir des services essentiels tout en respectant les consignes en matière de santé et de sécurité.

L'année dernière, j'ai partagé avec vous les Priorités Stratégiques que le Conseil avait identifiées en début 2019. Au cours de l'année, nous avons abordé plusieurs de ces priorités, tel que :

- ✓ Une promotion plus positive du Restigouche & sensibilisation aux services de base de la CSR: nous avons complété notre nouveau site Web www.restigouche.ca qui offre non seulement des informations à l'égard de la Commission, mais sur la région dans son ensemble.

As Chairman of the Restigouche Regional Service Commission, I am pleased to provide you with an overview of the 2019 calendar year.

Please allow me to take a brief moment to note that the beginning of 2020 was without a doubt an unprecedented time with the arrival of the novel Coronavirus. The World has changed forever. It is in times of crisis that we pull together and we learn new and better ways of doing things that will serve us in the future.

I want to start by thanking our staff and board members for collaboration during a challenging period with much uncertainty. I am grateful to the Commission's staff for their dedication and professionalism. They were able to continue to offer essential services while adhering to health and safety guidelines.

Last year, I shared with you the Strategic Priorities that the Board had identified in early 2019. During the year, we addressed many of these priorities, such as:

- ✓ A more positive promotion of Restigouche & more awareness of the RSC's core services: we completed our new website www.restigouche.ca which offers not only information regarding the Commission, but about the region as a whole.

La promotion du tourisme a fait l'objet de nombreuses conversations. Tous conviennent que nous devons promouvoir le tourisme régional, notre défi c'est de trouver le moyen idéal pour le faire. Les discussions se poursuivront afin d'atteindre cet objectif.

- ✓ Augmenter la communication avec la GRC: Nous avons accru nos communications face à face avec la GRC.

De plus, plusieurs membres ont assisté à une session d'examen des services de police avec le ministère de la Sécurité publique en juin 2019 et nous attendons les résultats de ce processus.

- ✓ Au niveau des mesures d'urgence, toutes les municipalités et districts de services locaux (par l'entremise du ministère d'EGL) ont signé un accord d'entraide qui officialise le partage des ressources en cas d'urgence.
- ✓ Les CSRs ont été créés pour fournir des services rentables et efficaces. Nous avons donc analysé notre structure opérationnelle et apporté quelques modifications à la fin 2019.

La Commission joue également un rôle de revendication sur les questions régionales:

- Transport - nous avons continué de faire connaître nos préoccupations concernant l'état de nos routes et l'entretien hivernal.
- Soins de santé - Notre Conseil estime qu'il est de notre devoir, en tant que dirigeants élus, de défendre le mieux-être de services de santé régionaux pour nos citoyens. Nous avons rencontré et communiqué avec les responsables du Réseau Vitalité à plusieurs reprises et nous nous sommes adressés au conseil d'administration de Vitalité lors de leur réunion à Campbellton en avril dernier. Nous avons également rencontré Ambulance NB, Medavie et le Foyer de soins Village pour nous assurer que nous sommes bien informés et pour discuter de préoccupations et de développements.

Tourism Promotion was the topic of many conversations. All agree that we need to promote regional tourism, our challenge is to find the ideal mechanism for doing so. Discussion between communities will continue in order to achieve this goal.

- ✓ Enhance communication with RCMP: We increased our face to face communications with the RCMP.

Also, several members attended a Policing review session with the Department of Public Safety in June 2019 and we are looking forward to the outcome from this review.

- ✓ With regards to emergency measures, all municipalities & Local Service Districts (through ELG) signed a mutual aid agreement that formalizes the sharing of resources during an emergency.
- ✓ RSCs were created to provide cost effective & efficient services. We therefore analyzed our operational structure and made some changes at the end of 2019.

The Commission also plays an advocacy role regarding regional issues:

- Transportation – we have continued to make our concerns known with respect to state of our highways and winter maintenance.
- Healthcare – Our Board feels it is our duty as elected leaders to advocate for the region's healthcare services on behalf of our citizens. We have met and communicated with Vitalité Network officials on several occasions and we addressed the Vitalité Board during their meeting in Campbellton last April. We have also met with Ambulance NB, Medavie and the Village Nursing Home to ensure we are well informed and to discuss concerns and developments.

Une filière prioritaire a été et continue de l'être, soit Le Centre d'excellence pour les jeunes ayant des besoins complexes en santé mentale. En avril, la construction de l'immeuble a été arrêtée et en décembre, une annonce a été faite que l'établissement serait converti et que le Centre d'Excellence serait relocalisé dans une autre région. Nous jugeons cela totalement inacceptable. Il y a eu des rencontres avec le ministre de la Santé et de la correspondance avec le Premier ministre. Suite à une rencontre convoquée par le Forum des maires avec les leaders communautaires et d'affaires en février 2020, nous continuons de revendiquer afin que le gouvernement reconsidère cette décision et maintienne le Centre d'excellence ici au Restigouche.

A priority file has been and continues to be the Centre of Excellence for Youth with complex mental needs. In April, construction was stopped on the building and in December, an announcement was made that the facility would be converted and the Centre itself would be relocated to another region. We deem this as completely unacceptable. There have been meetings with the Minister of Health and correspondence with the Premier. Following a session organized by the Mayors' Forum with community and business leaders in February 2020, we will continue to advocate to Government that they reconsider this decision and keep the Centre of Excellence here in Restigouche.

La Commission de services régionaux Restigouche est fondée sur un principe de **COLLABORATION RELATIVE AUX QUESTIONS RÉGIONALES**. Les partenariats et la collaboration sont la base du développement régional.

The Restigouche Regional Service Commission is founded on a principle of **COLLABORATION ON REGIONAL ISSUES**. Partnerships and collaboration are at the base of regional development.

- En 2018, un partenariat a été créé entre les CSRs Restigouche et Chaleur ainsi que les MRCs d'Avignon & de Bonaventure afin de soumettre une candidature pour la Baie des Chaleurs pour accueillir le Congrès Mondial Acadien 2024. Quoique nous avons été informés en juin 2019 que la candidature de la région n'a pas été retenue, le document élaboré sera utile à d'autres fins et les partenariats développés pourraient apporter des opportunités à l'avenir.
- Nous continuons notre appui financier à l'Aéroport de Charlo, d'après notre engagement de 3 années de 2018 à 2020.

- In 2018, a partnership was created with the Restigouche & Chaleur RSCs and the MRCs from Avignon & Bonaventure in order to submit a candidacy for the Baie des Chaleurs to host the 'Congrès Mondial Acadien' 2024. Although we were advised in June 2019 that the region's candidacy was not retained, the document that was elaborated will be useful in other purposes and partnerships developed could bring opportunities in the future.
- We continue to financially support the Charlo Regional Airport, as part of our 3 year commitment from 2018 to 2020.

En 2019, notre conseil d'administration a tenu treize (13) réunions, soit dix (10) réunions régulières, deux (2) réunions pour nos priorités stratégiques et notre assemblée générale annuelle qui s'est tenue à Eel River Dundee.

Je tiens à remercier les membres de notre conseil d'administration pour leur coopération et leur soutien et je compte sur votre collaboration continue.

Mon travail de Président est grandement facilité par la contribution et la disponibilité de notre directrice générale. J'apprécie son engagement envers les dossiers de la Commission et son support envers les membres. Au nom du Conseil, je veux la remercier.

Je félicite M. le maire Michel Soucy. Je suis très fier que, pour une première fois, un maire du Restigouche soit président de l'AFMNB (Association francophone des municipalités du Nouveau-Brunswick).

Je suis aussi très reconnaissant à la Ville de Campbellton pour s'être récemment joint au programme de recyclage résidentiel.

Un merci tout particulier aux membres des médias qui informent la population des initiatives et activités de la Commission.

En conclusion, j'apprécie grandement les efforts de chacun pour leur réflexion prospective au bénéfice de l'ensemble de la région du Restigouche!

In 2019, our Board of Directors held thirteen (13) meetings, being ten (10) regular meetings, two (2) meetings for our strategic priorities and our Annual General Meeting which was held in Eel River Dundee.

I want to express my appreciation to the members of our Board of Directors for their cooperation and support and I look forward to your continued collaboration.

My job as President is greatly facilitated by the contribution and availability of our Executive Director. I appreciate her commitment to the Commission's files and her support for the members. On behalf of the Board, I want to thank her.

I congratulate Mayor Michel Soucy. I am very proud that, for the first time, a Mayor from Restigouche is the President of the AFMNB (Association francophone des municipalités du Nouveau-Brunswick).

I am also very pleased that the City of Campbellton has for recently joined the residential recycling program.

A particular thank you to the members of the media who keep our population informed of the Commission's initiatives and activities.

In conclusion, I greatly appreciate the efforts of each and every one of you for their forward thinking to the benefit of the whole Restigouche Region!


Denis Savoie
Président / Chairman

Rapport de la Directrice générale

Il me fait plaisir de vous offrir un aperçu des activités opérationnelles de la CSR pour l'année 2019.

Les responsabilités principales reliées à mon poste incluent :

- la gestion et surveillance des ressources matérielles, humaines et financières de la Commission afin d'assurer des services de qualité à un coût abordable,
- la préparation et les suivis des réunions du conseil, des comités et autres.

Je coordonne et/ou participe également à des activités considérées comme des sujets d'intérêt pour le Conseil, comme les soins de santé, l'immigration, le développement économique, pour n'en citer que quelques-uns.

La communication est toujours ouverte avec nos communautés membres. En mai dernier, notre directeur des services d'urbanisme et moi-même avons rencontré les administrateurs municipaux et directions générales pour discuter des services possibles, comme l'application des arrêtés et les lieux inesthétiques. Il a été convenu que les municipalités qui ont connu des succès partageraient leurs pratiques exemplaires avec le groupe.

La Loi sur la prestation de services régionaux prescrit un processus pour l'approbation du budget. À l'automne 2019 :

- En septembre, le Budget proposé de la Commission pour 2020 a été adopté pour circulation à tous les membres.
- En octobre, une rencontre a eu lieu avec les DG/administrateurs municipaux afin de leur présenter le budget proposé et répondre aux questions/inquiétudes.
- À la mi-novembre, une rencontre s'est tenue avec le Comité consultatif régional des DSLs qui regroupe les représentants des comités des Districts de services locaux.
- Le Budget 2020 au montant de 2,919,342\$ a été adopté à la réunion régulière de novembre 2019.

Executive Director's Report

It is a pleasure for me to provide an overview of the RSC's operational activities for 2019.

My position's principal responsibilities include:

- The management and oversight of the Commission's material, human and financial resources to ensure cost-effective quality services,
- Prepare and follow ups of all meetings: board, committees, and other.

I also coordinate and/or participate to activities that are considered topics of interest to the Board, such as Healthcare, Immigration, Economic development, to name but a few.

Lines of communication are always open with our member communities. Last May, our director of planning services and I met with the municipal administrators and CAOs to discuss some possible services, such as by-law enforcement and unsightly premises. It was agreed that municipalities that have successes would share their best practices with the group.

The Regional Service Delivery Act sets a process for Budget approval. Therefore, in the Fall of 2019:

- In September, the Commission's Proposed Budget for 2020 was approved by the Board for circulation to all members.
- In October, a meeting was held with CAOs/Municipal Administrators to present the proposed budget and answer any questions/concerns.
- A meeting was held in mid-November with the Regional Advisory Committee regrouping Local Service District committee representatives.
- The 2020 Budget amounting to \$2,919,342 was adopted at the Board's November 2019 meeting.

Afin de répondre à un besoin plus large d'appuyer les employeurs à attirer et retenir des employés qualifiés, un comité régional qui examinait les services liés à l'immigration s'est élargi pour devenir un comité des partenaires de la main-d'œuvre pour combler certains besoins. De plus en plus, les employeurs doivent regarder à l'extérieur de la région pour trouver des employés. La clé pour retenir les nouveaux arrivants est l'intégration communautaire, par conséquent, j'ai été invité à cette table pour représenter les communautés desservies par la Commission. Le comité est composé de représentants de ministères gouvernementaux, d'agences et d'organismes.

Voici quelques initiatives où la CSR a été directement impliquée. Étant donné que de nombreuses entreprises et institutions participent à des salons de recrutement à travers le Canada pour trouver des employés, le comité a jugé que les employeurs pourraient se servir d'outils pour aider à convaincre les chercheurs d'emplois à choisir le Restigouche, dans un environnement hautement compétitif. Nous nous sommes questionnés comment nous pourrions aider ces employeurs à se démarquer lors d'un salon du recrutement? Par l'entremise du comité, des kiosques saisonniers ont été mis au point et que les employeurs puissent utiliser lorsqu'ils assistent à des salons de recrutement, ainsi que des signets pour distribuer qui dirigent les gens vers le site Web www.restigouche.ca. Des images des kiosques et des signets peuvent être visionnés à la fin de mon rapport.

Il a été déterminé que le nouveau site Web de la Commission était un portail idéal pour l'information régionale. Des améliorations ont alors été apportées au site Web de la Commission, y compris un thème "**Vivre pleinement!**" avec des vidéos qui démontrent la qualité de vie au Restigouche par l'entremise d'une variété d'activités plein air 4 saisons, et même une vidéo illustrant une journée dans la vie de Restigouche. En 2020, plus d'images pour enrichir les vidéos seront capturées.

Puisqu'un des obstacles à la rétention est l'intégration communautaire, la Commission embauchera un coordonnateur pour offrir aux collectivités un appui à devenir des communautés accueillantes, établir des comités d'accueil pour rejoindre et soutenir les nouveaux arrivants au Restigouche. Ce coordonnateur recueillera également les renseignements régionaux dont un nouveau arrivant pourrait avoir besoin pour s'assurer que lui et sa famille s'intègrent et restent.

In order to address a broader need for supporting employers in attracting and retaining qualified employees, a regional committee that was working with services related to immigration expanded to become a labor force partners committee to respond to certain needs. More and more, employers have to look outside the region to find employees. The key to retaining newcomers is community integration, therefore, I was invited to this table to represent the communities served by the Commission. The committee is formed of representatives from government departments, agencies and organizations.

Following are a few initiatives where the RSC was directly involved. Since many businesses & institutions are attending recruitment fairs across Canada to find employees, the committee felt that employers could use support in the form of tools to help convince job seekers to choose Restigouche, in a highly competitive environment. We asked ourselves how we could help these employers stand out at a recruitment fair. Through the Partners' committee, a seasonal display booth was developed for employers to use when they attend recruitment fairs as well as bookmarks to be handed out that direct people to the www.restigouche.ca website. Images of the roll-ups and bookmarks can be viewed at the end of my report.

It was determined that the Commission's new website was an ideal portal for regional information. Enhancements were therefore integrated to the Commission's website including a "**Live your Best life!**" theme with videos that portray the quality of life of Restigouche through a variety of outdoor activities depicting 4 seasons, even a video illustrating a day in the life of Restigouche. In 2020, more images to enrich the videos will be captured.

Since one impediment to retention can be community integration, in order to reinforce capacity and support communities in integration, the Commission will be hiring a coordinator to assist communities with more welcoming practices, establish welcoming committees, reach out to and support newcomers to Restigouche. The coordinator will also gather regional information that a newcomer may need to help ensure he and their family integrate and stay.

Permettez-moi de clarifier que quand j'utilise le terme nouveaux arrivants, je réfère non seulement à des immigrants qui arrivent de d'autres pays, mais également à toute personne qui arrive au Restigouche d'une autre région, d'une autre province, ou même des immigrants qui se sont initialement établis dans une autre province et qui choisissent maintenant le Restigouche comme leur nouvelles résidence...tous doivent s'intégrer à la communauté ou ils ne resteront pas.

Un grand merci aux membres du comité des partenaires d'avoir reconnu l'importance d'impliquer les communautés et de m'avoir permis de représenter cette composante à la table.

Je tiens à remercier sincèrement les membres du Conseil d'administration pour la confiance qu'ils me témoignent et de leur soutien constant.

Merci à tous les employés de la Commission pour leur collaboration et leur dévouement. Ils sont une équipe superbe et prennent leur travail à cœur pour assurer des services de qualité à nos clients et membres. Ce fut une année chargée, et ces derniers mois ont été remplis d'incertitude, merci à tous d'avoir travaillé avec moi tout au long de notre courbe d'apprentissage.

Je suis également reconnaissante pour la coopération de tous les organismes, ministères et entreprises avec lesquels nous collaborons dans la livraison de nos services.

Au début de 2020, nous avons développé de nouvelles procédures qui seront bénéfiques à nos clients, nos membres et notre personnel. Quoique celles-ci aient été mises en place pour compenser une période difficile, les solutions demeureront bénéfiques pour tous.

J'envisage une autre année remplie de défis.

Please allow me to clarify that when I use the term newcomers, I am not only referring to immigrants who arrive from other countries, but to anyone who arrives in Restigouche from another region, from another province, or immigrants who initially established in other provinces and are now choosing Restigouche as their new residence...all need to integrate into the community or they will not stay.

A profound thank you to the members of the Partners committee for recognizing the importance of involving communities and for allowing me to bring that component to the table.

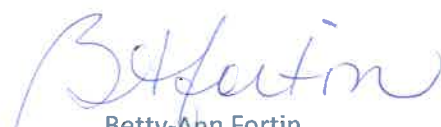
I want to express my sincere appreciation to our Board members for the confidence they bestow upon me and for their on-going support.

Thank you to all employees of the Commission for their collaboration and dedication. They are a great team and they take their jobs at heart to ensure quality services to our clients and members. It was a busy year, and the last few months were filled with uncertainty, thank you all for working with me through our learning curve.

I am also grateful for the collaboration of all the organizations, departments and businesses that we deal with in the course of delivering our services.

In early 2020, we developed new ways of doing things that will benefit our clients, members and staff. Although this was done to compensate during a difficult time, they will remain beneficial solutions for all.

I look forward to another challenge filled year.


Betty-Ann Fortin
Executive Director / Directrice générale

Kiosque style 'Roll-up' style Booth



Signet / Bookmark



Division de l'Urbanisme

FAITS SAILLANTS 2019

La division d'urbanisme de la CSR Restigouche offre ses services à toutes les municipalités et à tous les districts de services locaux sur le territoire de la CSR.

La prestation de services consiste en deux fonctions :

- le soutien à la planification inclus la mise en place et la modification des outils de planification et d'aménagement, tel que 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 et,
- la mise en œuvre des fonctions administratives en support à tous nos partenaires (Le personnel de la Division assure que l'aménagement sur le territoire rencontre la vision des partenaires prescrite par leurs outils de planification (permis, inspections, etc.)

Du côté du soutien à la planification, en 2019, les efforts de notre urbaniste furent principalement concentrés sur l'élaboration d'un plan rural pour le Village reconstitué d'Eel River Dundee.

Sommaire des activités reliées au nouveau plan :

- Octobre 2018 – première rencontre avec le consultant suivi d'une tournée sur le territoire du Village.
- Octobre 2018 – atelier avec le comité de travail (membres du conseil, la directrice générale du Village, l'agent du consultant, et l'urbaniste) pour déterminer la direction du plan.
- Juin 2019 – Deux ateliers de travail avec les membres du Conseil municipal du Village d'Eel River Dundee – urbaniste sénior et directeur des services d'urbanisme. Présentation des zones du nouveau plan.
- Consultation – partie intégrante du processus, et en considération des terres de la couronne à l'intérieur des limites du Village, le conseil débuta la consultation avec les premières nations.

Les travaux relatifs au nouveau plan rural sont en cours. Il est prévu que le plan sera finalisé en 2020.

Planning Division

2019 HIGHLIGHTS

The Planning Division of the Restigouche RSC offers planning services to all municipalities and Local Service Districts within the Commission's territory.

Our main objectives consist of two roles:

- 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, and
- Performing administrative functions for all partners. (Division staff ensure that development on the territory meets the vision of the partners prescribed by their Planning tools (permits, inspections, etc).

From a Planning Support point of view, in 2019, the efforts of our planner were primarily concentrated on the elaboration of a rural plan for the reconstituted Village of Eel River Dundee.

Summary of activities related to the new plan:

- October 2018 – first meeting with consultant LGP Stratégies Immobilières, followed by a tour of the Village territory.
- October 2018 – workshop with the working group (members of council, Village CEO, consultant agent, Senior Planner) to determine direction for the plan.
- June 2019 – first workshop with Village of Eel River Dundee municipal council members – Senior Planner and Director of Planning Services. Presentation of the zones of the new plan.
- Consultation – as part of the process, and in consideration of crown lands within the village boundaries, council began consultation with First Nations.

Works relative to the new rural plan are on-going. It is anticipated that the plan will be finalized in 2020.

Modifications - En 2019, un total de 6 arrêtés furent préparés: 3 modifications de plans et 3 modifications des arrêtés de zonage (*une explication des modifications est annexée (voir tableau 3B)*).

Amendments - In 2019, a total of 6 by-laws were prepared: 3 plan amendments and 3 zoning by-law amendments (*an explanation of amendments is supplied in table 3B (see appendix)*).

Arrêtés - By-laws

Community Communauté	Plan	Zoning/ Zonage	TOTAL
Balmoral	1	-	1
Campbellton	2	2	4
Eel River Dundee	-	1	1
TOTAL	3	3	6

La fonction administrative de notre rôle nous accorde 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 de nos agents d'aménagement-inspecteurs en construction de la CSR.

Lotissements

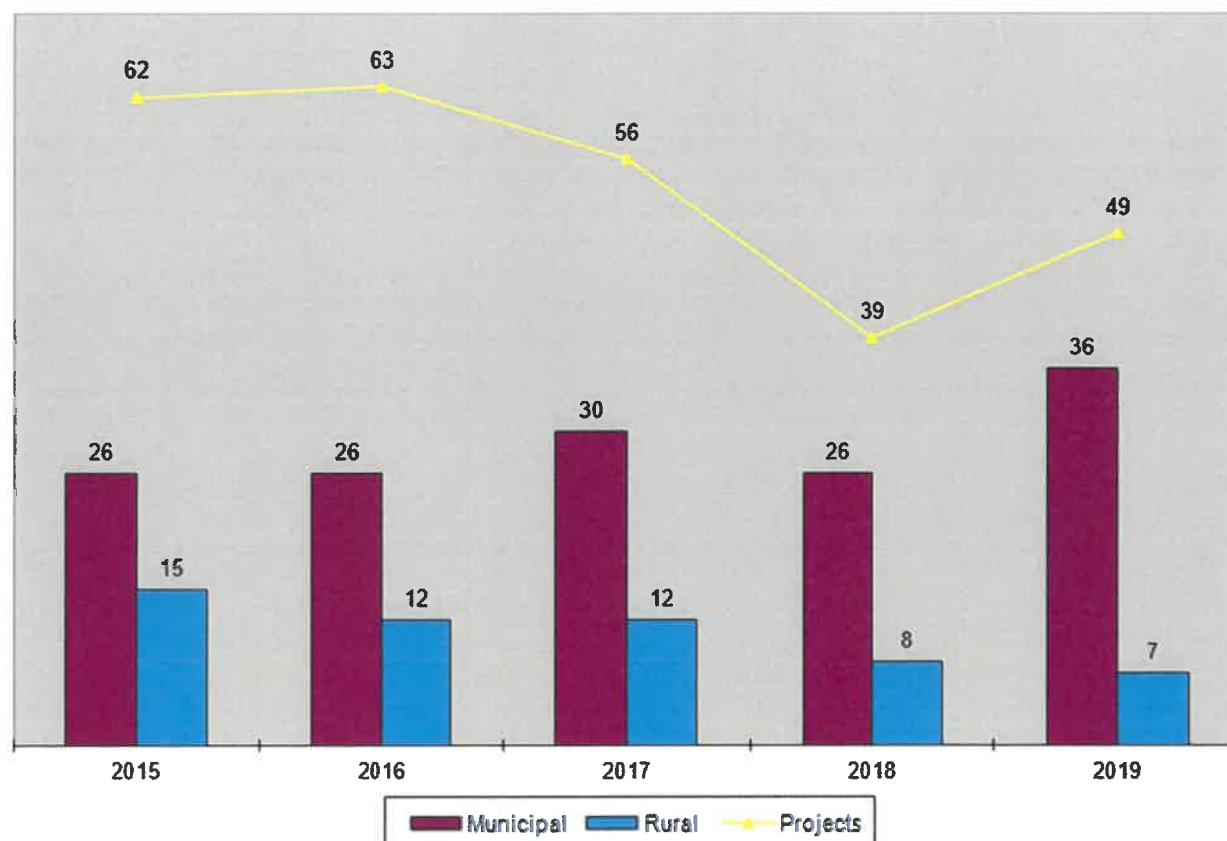
Les agents d'aménagements reçoivent les plans de lotissement provisoires et finaux, afin de les analyser et de les approuver suivant la consultation applicable auprès des autorités locales et provinciales. Le graphique suivant illustre qu'il y a eu 49 projets de lotissement en 2019, impliquant la création de 43 nouveaux lots, donc 36 dans les municipalités et 7 dans le milieu rural. (Voir sommaire du nombre de lots et projets par endroit sous le tableau suivant).

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 RSC's development officers-building inspectors.

Subdivisions

Development Officers receive tentative and final subdivision plans, which are analyzed and approved following consultation with applicable local and provincial authorities. The graph below depicts that there were 49 subdivision projects during 2019, involving the creation of 43 new lots - 36 in the municipalities and 7 in the rural areas. (See summary of number of lots and projects by area following the next graph).

Projets de Lotissement - Subdivision Projects



<u>MUNICIPAL</u>	<u>Projects/Projets</u>	<u>Lots</u>	<u>Parcels/Parcelles</u>
Atholville	6	6	3
Balmoral	5	3	5
Campbellton	3	3	2
Charlo	4	9	2
Dalhousie	2	1	1
Eel River Dundee	5	4	2
Kedgwick	11	6	9
Tide Head	4	4	9
Total Municipal	40	36	33
<u>RURAL</u>	<u>Projects/Projets</u>	<u>Lots</u>	<u>Parcels/Parcelles</u>
Adam's Gulch	1	1	0
Chaleur	4	2	2
Dalhousie Junction	1	1	0
Flatlands	1	2	0
Glen Levit	1	1	0
St-Maure	1	0	1
Total Rural	9	7	3
Total CSR Restigouche RSC	49	43	36

Aménagement

Le processus de demande de permis comprend deux rôles complémentaires:

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

Les agents d'aménagements assurent que les projets de construction et d'aménagements 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 des terrains, bâtiments ou constructions sont conformes.

En 2019, 16 lettres de confirmation furent complétées :

- 5 Village d'Atholville*
- 2 Village de Balmoral*
- 2 Ville de Campbellton*
- 3 Ville de Dalhousie*
- 1 Village d'Eel River Dundee
- 3 Secteur rural*

16 Total

** frais de services applicables*

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

En 2019, **656** permis de construction ont été émis pour une valeur totale de construction de **\$57,044,966\$**

- Territoire municipal: 582 permis pour une valeur de 52,940,132\$ (voir le TABLEAU 1 en annexe pour la répartition par communauté)
- Territoire rural: 74 permis pour une valeur de 4,104,834\$ (voir le TABLEAU 2 en annexe pour les détails par paroisse)

Development

The 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 2019, 16 zoning confirmations were completed:

- 5 Village of Atholville*
- 2 Village of Balmoral*
- 2 City of Campbellton*
- 3 Town of Dalhousie*
- 1 Village of Eel River Dundee
- 3 Rural sector*

16 Total

**Service fees applicable*

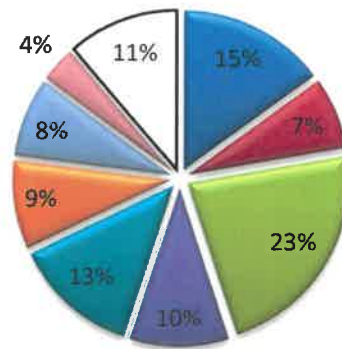
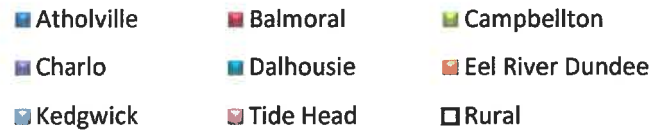
Construction - Building Inspectors ensure that construction projects conform to building by-laws and regulations.

In 2019, a total of **656** building permits were issued, for a total construction value of **\$57,044,966**

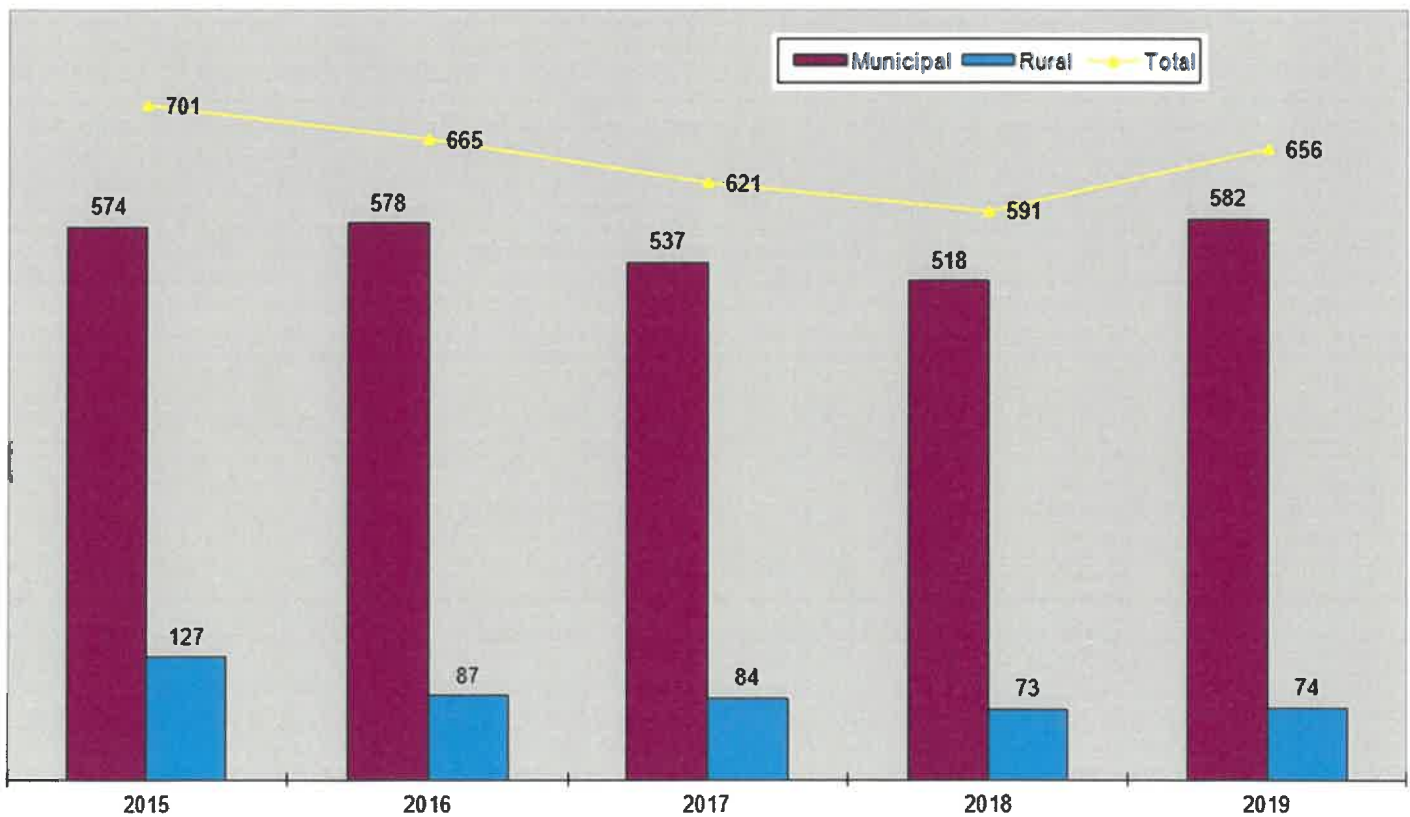
- Municipal territory: 582 permits for a value of \$52,940,132 (See TABLE 1 in appendix for details per municipality)
- Rural territory: 74 permits for a value of \$4,104,834 (See TABLE 2 in appendix for details per parish)

Permis de construction 2019 Building Permits

TOTAL : 656 permis / permits



Permis de Construction - Building Permits



Tarifs des Permis de construction - Les frais pour les permis de construction sont amassés et retournés aux municipalités & au ministère de l'Environnement et des Gouvernements Locaux pour les districts de services locaux (DSLs).

En 2019, les permis ont générés 172,515\$ soit 153,635\$ pour les municipalités & 19,880\$ pour les DSLs (Voir sommaires au bas des Tableaux 1 et 2).

Mises en chantier résidentielles - Les statistiques des permis de construction révèlent que durant l'année 2019, 26 nouvelles résidences ont été construites sur le territoire de la Commission:

- 5 en milieu rural et 21 dans les municipalités.

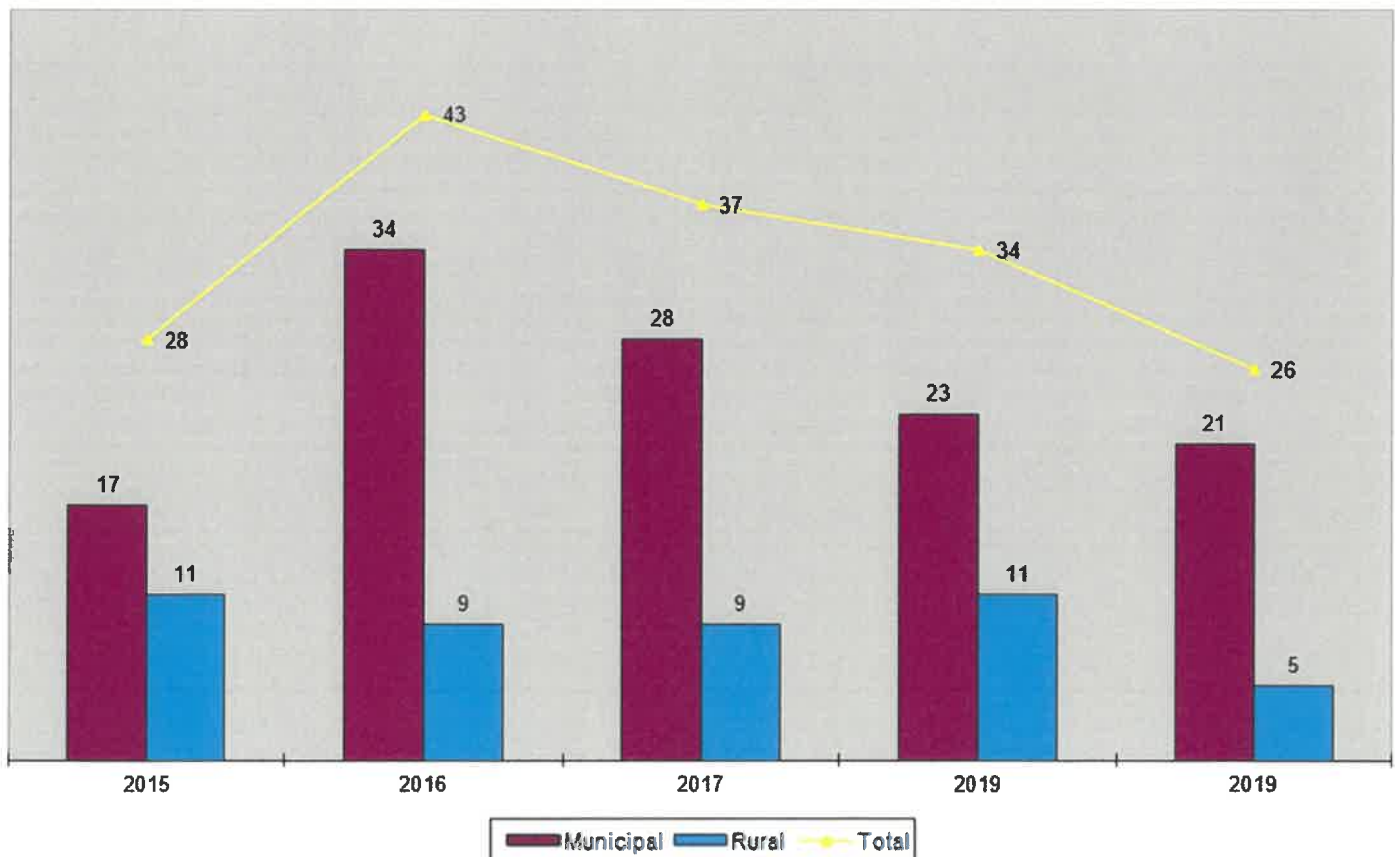
Building Permit Fees - The fees for building permits are collected and returned to municipalities and to the Department of Environment and Local Government for Local service districts (LSDs).

In 2019, permits generated \$172,515 being \$153,635 for municipalities and \$19,880 for LSDs (See summary at bottom of Tables 1 and 2).

Housing starts - The building permit stats reveal that during 2019, 26 new residences were constructed within the Commission boundaries:

- 5 in the rural areas and 21 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 2019, dix (10) réunions régulières ont eu lieu et le CCMU a traité 58 dossiers/cas. De ces demandes, il y a eu un total de 58 ajustements et motions d'avis du comité (voir sommaire aux tableaux 3A et 3B).

- 5 demandes ayant pour objet l'opinion/l'avis aux conseils municipaux (voir tableaux 3A et 3B).
- 38 demandes liées à l'ajustement des arrêtés et règlements de zonage, (voir tableau 3A)
- 15 demandes d'ajustement liées aux projets de lotissement (voir tableau 3A).

Le Tableau ci-dessous identifie les **membres du CCMU**, leur participation aux réunions pour l'année, et les per diem 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.

Ten (10) regular monthly meetings were held in 2019, and the PRAC dealt with 58 files/cases which resulted in 58 adjustments and motions on views (See tables 3A and 3B for a summary).

- 5 requests were processed dealing with views/recommendations to municipal councils (see Tables 3A and 3B).
- 38 queries linked to the adjustments of zoning by-laws and regulations; (see Table 3A)
- 15 requests for adjustment linked to subdivision projects (see table 3A).

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 2019 Planning Review and Adjustment Committee

Membre/Member	Depuis/ Since	Présence/ Attendance	Per Diem Payé/paid	Dépenses/ Expenses	TOTAL
Kenneth Savoie (Dalhousie) (Président/Chairman)	2010	9/10	\$675	\$185	\$860
Marc Savoie (Eel River Crossing) (Vice-président/Vice Chairman)	2014	10/10	\$750	\$205	\$955
Maurice Power (Atholville)	2016	7/10	\$525	\$29	\$554
Pierre Levesque (Balmoral)	2014	9/10	\$675	\$185	\$860
Jean-Paul McIntyre (Campbellton)	2015	6/10	\$450	\$0	\$450
Doug Petersen (Charlo)	1993-2001 2005-2012 2018	10/10	\$750	\$271	\$1,021
Réginald Pelletier (Kedgwick)	2019	7/10	\$525	\$453	\$978
Allan Dickson (Tide Head)	2016	10/10	\$750	\$82	\$832
Greg Dion (DSL/LSD) – Glen Levit	2007	8/10	\$600	\$118	\$718
Kim Firlotte (DSL/LSD) - Chaleur	2016	10/10	\$750	\$410	\$1,160
Totals:			\$6,450	\$1,937	\$8,387

TABLEAU 1 – Permis de Construction (municipalités) TABLE 1 – Building Permits (municipalities)

	Atholville		Balmoral		Campbellton		Charlo		Dalhousie		Eel RiverDun.		Kedgwick		Tide Head		Total Municipal	
	no.	val.(\$)	no.	val.(\$)	no.	val.(\$)	no.	val.(\$)	no.	val.(\$)	no.	val.(\$)	no.	val.(\$)	no.	val.(\$)	no.	val.(\$)
Residential / New/Nouveau	7	1,265,529	1	296,700	3	560,000	2	490,000	2	640,000	1	240,000	4	700,000	1	135,000	21	4,327,229
Résidentiel Modification	73	736,449	43	795,350	112	1,253,480	47	511,600	66	458,430	49	408,715	38	283,400	23	98,200	451	4,545,624
Commercial / New/Nouveau	0	0	0	0	1	2,482,668	0	0	0	0	0	0	0	0	0	0	1	2,482,668
Commercial Modification	10	30,236,600	1	200	24	2,831,950	2	12,000	11	404,500	6	945,000	3	20,000	0	0	57	34,450,250
Institutional / New/Nouveau	0	0	0	0	0	0	0	0	1	2,061,558	0	0	1	1,000,000	0	0	2	3,061,558
Institutionnel Modification	5	162,945	2	25,500	6	446,993	1	10,765	1	83,600	0	0	3	353,000	0	0	18	1,082,803
Industrial / New/Nouveau	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Industriel Modification	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Park / New/Nouveau	0	0	0	0	0	0	0	0	2	40,100	0	0	0	0	0	0	2	40,100
Parc Modification	0	0	0	0	1	1,000	0	0	0	0	1	200	1	25,000	0	0	3	26,200
Resource / New/Nouveau	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ressource Modification	0	0	0	0	0	0	5	0	0	0	0	0	1	500	0	0	6	500
Infrastructure / New/Nouveau	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Infrastructure Modification	0	0	1	650,000	2	936,500	2	40,000	0	0	1	18,000	0	0	0	0	6	1,644,500
Cottage / New/Nouveau	2	190,000	0	0	0	0	2	230,000	0	0	0	0	0	0	0	0	4	420,000
Chalet Modification	0	0	0	0	0	0	5	13,700	0	0	0	0	2	147,000	0	0	7	160,700
Other / Autre	1	0	0	0	0	0	0	0	2	683,000	1	15,000	0	0	0	0	4	698,000
Total 2019	98	32,591,523	48	1,767,750	149	8,512,591	66	1,308,065	85	4,371,188	59	1,626,915	53	2,528,900	24	233,200	582	52,940,132
<i>Total 2018</i>	84	12,395,706	55	1,604,500	120	14,949,581	45	687,265	87	1,095,145	48	1,005,825	59	2,254,837	20	361,300	518	34,354,159
Change	14	20,195,817	-7	163,250	29	-6,436,990	21	620,800	-2	3,276,043	11	621,090	-6	274,063	4	-128,100	64	18,585,973
Total des tarifs/ Sum of Fees		\$96,536		\$1,625		\$35,203		\$2,825		\$6,783		\$1,850		\$8,368		\$445		\$153,635

TABLEAU 2 – Permis de Construction (Rural et Total) TABLE 2 – Building Permits (Rural & Total)

Tableau 3A – Résolutions du CCMU/ Rédaction d'arrêtésTable 3A – PRAC Résolutions/ By-law Drafting

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

By-law / Arrêté	-	1	3	-	-	1	-	-	5
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ADJUSTMENT FUNCTIONS / FONCTIONS D'AJUSTEMENT

Zoning / Zonage

Building or structure dimensions / Dimensions de bâtiment ou construction	-	-	3	-	-	-	3	-	2	8
Set-back / Recul	-	-	4	1	1	-	-	-	1	7
Building or structure height / Hauteur de bâtiment ou construction	1	-	2	-	-	-	3	-	1	7
Conditional use / Usage conditionnel	4	-	3	-	-	2	-	-	-	9
Similar use / Usage semblable	-	-	2	-	2	-	-	-	1	5
Non-conforming use/ Usage non-conforme	-	-	2	-	-	-	-	-	-	2
Total	5	0	16	1	3	2	6	0	5	38

Street location / emplacement d'une rue	2	-	-	-	-	-	-	-	-	2
Lot on access / Lot sur un accès	-	-	-	-	-	-	-	-	1	1
Lot dimensions / Dimensions de lot	4	1	-	-	1	-	-	1	5	12
Total	6	1	0	0	1	0	0	1	6	15

TOTAL (ADJUSTMENT / AJUSTEMENT)

11	1	16	1	4	2	6	1	11	53
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GRAND TOTAL

11	2	19	1	4	3	6	1	11	58
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Tableau 3B – Résolutions du CCMU/ Rédaction d'arrêtésTable 3B – PRAC Résolutions/ By-law Drafting

BALMORAL • Modification du plan rural pour permettre la localisation de mini-maisons le long des rues Bernard et Savoie à Balmoral, N.-B. Le Comité recommanda que l'Arrêté No. 21-5, un arrêté créant la zone R-4 le long des rues Bernard et Savoie, SOIT ADOPTÉ TEL QUE PRÉSENTÉ. * Arrêté No. 21-5 fut rédigé et adopté	BALMORAL • Amendment to the rural plan to allow the location of mini-homes along Bernard and Savoie Streets in Balmoral, NB. The Committee recommended that By-law No. 21-5, a by-law creating the R-4 Zone along Bernard and Savoie Streets, BE ADOPTED AS PRESENTED. * By-law No 21-5 was drafted and adopted
CAMPBELLTON • Re-désigner l'utilisation de la propriété située au 11, rue Minto à Campbellton, N.-B., d'une zone Centrale Commerciale (CC) à une zone résidentielle de densité moyenne (R3) pour permettre la modification et l'agrandissement d'un domicile unifamilial existant. Le CCMU recommanda que la proposition soit APPROUVÉE tel que présenté. * Arrêté du plan M-1-16 et l'Arrêté de zonage Z-1-50 furent rédigés et adoptés. • Re-désigner l'utilisation de la propriété située au 2, rue Campbell à Campbellton, N.-B., d'une zone Commerciale Locale (CL) à une zone résidentielle de densité moyenne (R3) pour permettre la construction d'un bâtiment multiple de quatre unités. Le CCMU recommanda que la proposition soit APPROUVÉE tel que présenté. * Arrêté du plan M-1-17 et l'Arrêté de zonage Z-1-51 furent rédigés et adoptés.	CAMPBELLTON • Redesignate land use of the property located at 11 Minto Street in Campbellton, NB from a Central Commercial (CC) Zone to a medium density residential (R3) Zone to allow for the modification and enlargement of an existing single-family dwelling. The PRAC recommended that the proposal BE APPROVED as presented. *Municipal plan By-law M-1-16 and zoning By-law Z-1-50 drafted and adopted • Redesignate land use of the property located at 2 Campbell Street in Campbellton, NB from a Local Commercial (LC) Zone to a medium density residential (R3) Zone to allow for the construction of a four unit multiple dwelling. The PRAC recommended that the proposal BE APPROVED as presented. *Municipal plan By-law M-1-17 and zoning By-law Z-1-51 drafted and adopted
EEL RIVER DUNDEE • Modification de zonage de deux propriétés pour accommoder un planeur à bois, and pour permettre la construction, l'entreposage et l'exposition de bâtiments utilitaires. Le CCMU recommanda que l'Arrêté No. 14-27 soit adopté tel que rédigé. L'Arrêté abroge et remplace les modalités et conditions établies par le zonage précédent. * Arrêté No. 14-27 fut rédigé	EEL RIVER DUNDEE • Zoning amendment of two properties to accommodate a wood planner, and to permit the construction, storage and display of utility buildings. PRAC recommended that By-law 14-27 be adopted as drafted. By-law repeals and replaces terms and conditions set by previous zoning. *By-law No. 14-27 was drafted
Autres • Le Comité fut consulté sur deux demandes de vente de terrain d'utilité publique, la première pour la Ville de Campbellton et la deuxième pour le Village de Tide Head. Le Comité supporta la vente du terrain à Campbellton sujette à des conditions, et la demande du Village de Tide Head fut placée en attente d'une proposition fixe du requérant potentiel.	Other • The committee was consulted on two requests for the sale of land for public purposes, one from the City of Campbellton and a second from the Village of Tide Head. The Committee supported the sale of lands in the City of Campbellton, subject to terms and conditions, while the second request for the Village of Tide Head was tabled awaiting a fixed proposal from the applicant.

Division des déchets solides

Faits Saillants 2019

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

En 2019, la Station de transfert Restigouche a fonctionné avec un frais de déversement de 108\$/tonne, et a manipulé plus de 17,000 tonnes de matériaux, soit:

- 7,971 tonnes de déchets résidentiels
- 4,682 tonnes en déchets commerciaux/industriels
- 4,160 tonnes en déchets de construction/démolition
- 842 tonnes de matières recyclables.

Vous pourrez également constater une nouvelle catégorie de déchets en 2019, soit les déchets de construction propres que nous avons mis en place pour la saison de construction à un frais réduit de 76\$/tonne.

Solid Waste Division

2019 Highlights

The Restigouche RSC operates the Restigouche Transfer Station within its Solid Waste Division, thus accepting and transferring the area's solid waste to the Red Pine Landfill in Allardville and recyclable materials to the Péninsule Recycling Centre in Tracadie.

In 2019, the Restigouche Transfer Station operated with a tipping fee of \$108/tonne, and handled more than 17,000 tonnes of material, namely:

- 7,971 tonnes of residential waste
- 4,682 tonnes of commercial/industrial waste
- 4,160 tonnes of construction/demolition waste
- 842 tonnes of recyclable materials.

You will also notice a new category of waste in 2019, namely clean construction waste that we put in place for the construction season at a reduced rate of \$76/tonne.

Tableau/Table A
Tonnage 2019

RESIDENTIAL SOLID WASTE/DÉCHETS RÉSIDENTIELS		
Atholville	987	
Balmoral	420	
Campbellton	2,612	
Charlo	399	
Dalhousie	857	
Eel River Crossing	539	
Kedgwick	573	
Tide Head	271	
Local Service Districts / Districts de services locaux	1,118	
Première Nation Eel River Bar First Nation	195	
TOTAL RÉSIDENTIEL / RESIDENTIAL	7,971	45%
DÉCHETS COMMERCIAUX / COMMERCIAL WASTE (ICI)	4,682	26%
DÉCHETS CONSTRUCTION & DEMOLITION WASTE (C&D)	3,309	19%
DÉCHETS CONSTRUCTION & DEMOLITION WASTE (CLEAN C&D PROPRE)	851	5%
TOTAL WASTE/DÉCHETS	16,813	95%
Matières Recyclables/Recyclable materials	842	5%
TOTAL TONNAGE	17,655	100%
	Tonnes	

Le TABLEAU B ci-dessous démontre les détails du tonnage recueilli en 2019 grâce au programme de recyclage résidentiel.

Dans l'ensemble, les recyclables amassés représentent 5% de nos déchets totaux, mais 10% de nos déchets résidentiels. Nous poursuivons nos efforts afin d'augmenter ce pourcentage.

TABLE B shows the details of the tonnage collected by community in 2019 through the curbside recycling program.

Overall, the recyclables collected amount to 5% of total waste, but 10% of our total residential waste. We continue our efforts to increase this percentage.

Tableau/Table B

RECYCLABLE MATERIALS COLLECTED 2019 MATIÈRES RECYCLABLES COLLECTÉES

Communauté Community	TOTAL RECYCLABLES	Population
Atholville	137.38	3570
Balmoral	67.37	1674
Campbellton*	91.39	6883
Charlo	67.37	1310
Dalhousie	131.51	3126
Eel River Dundee	72.95	1953
Kedgwick	76.42	1964
Tide Head	45.11	938
LSDs/DSLs	141.53	3976
Eel River Bar*	10.57	418
TOTAL	841.60 tonnes	25,812

NOTE: Campbellton & Eel River Bar (large containers/gros conteneurs)

Notre rôle inclus la sensibilisation et l'éducation de la population au sujet de la réduction des déchets, l'élimination appropriée, au recyclage et à l'utilisation de notre Station de Transfert. Pour ce faire, nous offrons de la documentation, une présence active sur les médias sociaux, des présentations dans les communautés, les écoles (à plus de 1000 élèves cette année), à divers groupes/organismes et en disséminant de l'information au public en général.

Le 15 octobre 2019 a marqué le premier anniversaire de notre programme de recyclage résidentiel et nous avons fait la promotion de notre succès par le biais des journaux, des entrevues, des publications, etc. Le succès de notre programme de recyclage est directement lié à la participation du public, nous vous encourageons donc à être attentif à ce qui est recyclable et ce qui ne l'est pas, particulièrement en ce qui concerne toutes sortes de sacs en plastique.

Une contribution financière de \$35,000 du Fonds de fiducie pour l'environnement de la Province, nous a permis de continuer de sensibiliser la population au programme de recyclage, exemples: brochures, envois postaux, annonces, notre application, etc.

Nous vous encourageons à:

1. Télécharger l'application **'Recycle Restigouche'** qui offre l'horaire des collectes avec un **rappel hebdomadaire** et un guide de la gestion du tri. À la fin 2019, nous avons 1300 souscripteurs.
2. Suivre notre page Facebook **Recycle Restigouche** pour de l'information et des mises à jour.



Nous avons aussi fait la promotion des divers endroits qui font la récupération de matières par l'entremise de Recycle NB, i.e. peinture, huile, pneus, contenants à boisson, piles, etc.

En fin de l'année, nous avons accompagné la Ville de Campbellton dans la préparation de son intégration au programme de recyclage en début 2020. Nous avons offert 2 réunions publiques, et parallèlement, nous avons diffusé des informations à toute la région pour rappeler à chacun ce qui devrait être placé dans les bacs bleus.

Nous suivons les développements au niveau provincial au sujet de l'Étude des déchets solides ainsi que de l'implantation du programme de responsabilité élargie du producteur pour l'emballage et le papier imprimé (REP-EPI).

Our role includes awareness and education with respect to waste reduction, proper disposal, recycling and of use of our Transfer Station. We do this through various means such as documentation, an active social media presence, presentations in communities, in schools (we have presented to more than 1000 students this year), to various group/organizations and through information dissemination to the public in general.

October 15th 2019 marked the one year anniversary of our curbside recycling program and we promoted our success in newspapers, interviews, posts, etc... The success of our recycling program is directly related to the public's participation, we therefore encourage everyone to be mindful of what is recyclable and what is not, particularly with respect to all kinds of plastic bags.

A financial contribution of \$35,000 received through the Province's Environmental Trust Fund allowed us to continue to provide awareness to the population with respect to the recycling program such as pamphlets, mail outs, ads, our app, etc.

We encourage you to:

1. Download the **'Recycle Restigouche'** App which provides a collection calendar with **weekly reminders** and a waste wizard to help with sorting. At the end of 2019, we had 1300 subscribers.
2. Follow our **Recycle Restigouche** Facebook Page for information and regular updates.



We also continue to promote the various depots in the region that accept products through Recycle NB, i.e. paint, oil, tires, beverage containers, batteries, etc.

In the latter part of the year, we were very pleased to accompany the City in Campbellton in preparation for their onboarding to the curbside recycling program in early 2020. We offered 2 public presentations, and at the same time, we disseminated information to the whole region to remind everyone of what should be placed in the blue carts.

We are following the development of GNB's Provincial Solid Waste Study as well as the implementation of the Extended Producer Responsibility Program for Packaging and Printed Paper (EPR-PPP).



Commission de services régionaux
RESTIGOUCHE
Regional Service Commission

ANNEXES / APPENDIXES



Commission de services régionaux
RESTIGOUCHE
Regional Service Commission

ANNEXE / APPENDIX 1

RÉGION & COMMUNAUTÉS DESSERVIES Region & Communities served

MANDAT et SERVICES Mandate and Services

ORGANIGRAMME Organizational Chart

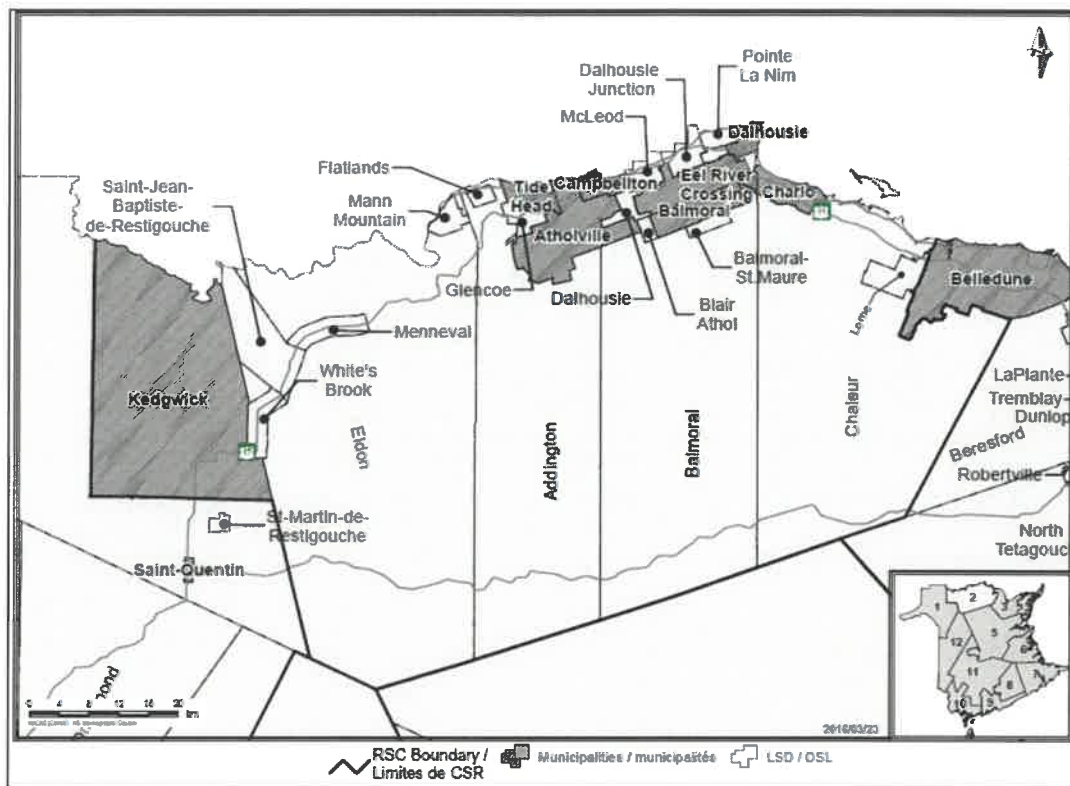
CONSEIL D'ADMINISTRATION BOARD OF DIRECTORS

Présences Attendance

Dépenses des Membres Member Expenses



Commission de services régionaux
RESTIGOUCHE
Regional Service Commission



Population: 25,394 * (Recensement 2016 Census)

Assiette Fiscale 2019 Tax Base

\$1,685,863,500

Territoire desservi / Territory served:

7 - MUNICIPALITÉS/MUNICIPALITIES:

Atholville • Balmoral • Campbellton • Charlo • Dalhousie • Eel River Dundee • 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

MANDAT & SERVICES - MANDATE & 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 & régional (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 et la coordination de divers programmes de recyclage.

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 & regional 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.

- **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.

- **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 intra-régionale et pourrait couvrir les dépenses d'investissement initiales et les coûts d'exploitation permanents d'après le consentement des membres.

- **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.

- **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 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.

A l'intérieur de son rôle de servir de forum régional pour la collaboration entre les communautés concernant les questions régionales, la **CSR RESTIGOUCHE** revendiquera pour la région quand il y a consensus du groupe – **UNE VOIX REGIONALE!**

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

- **Collaboration on regional issues**

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

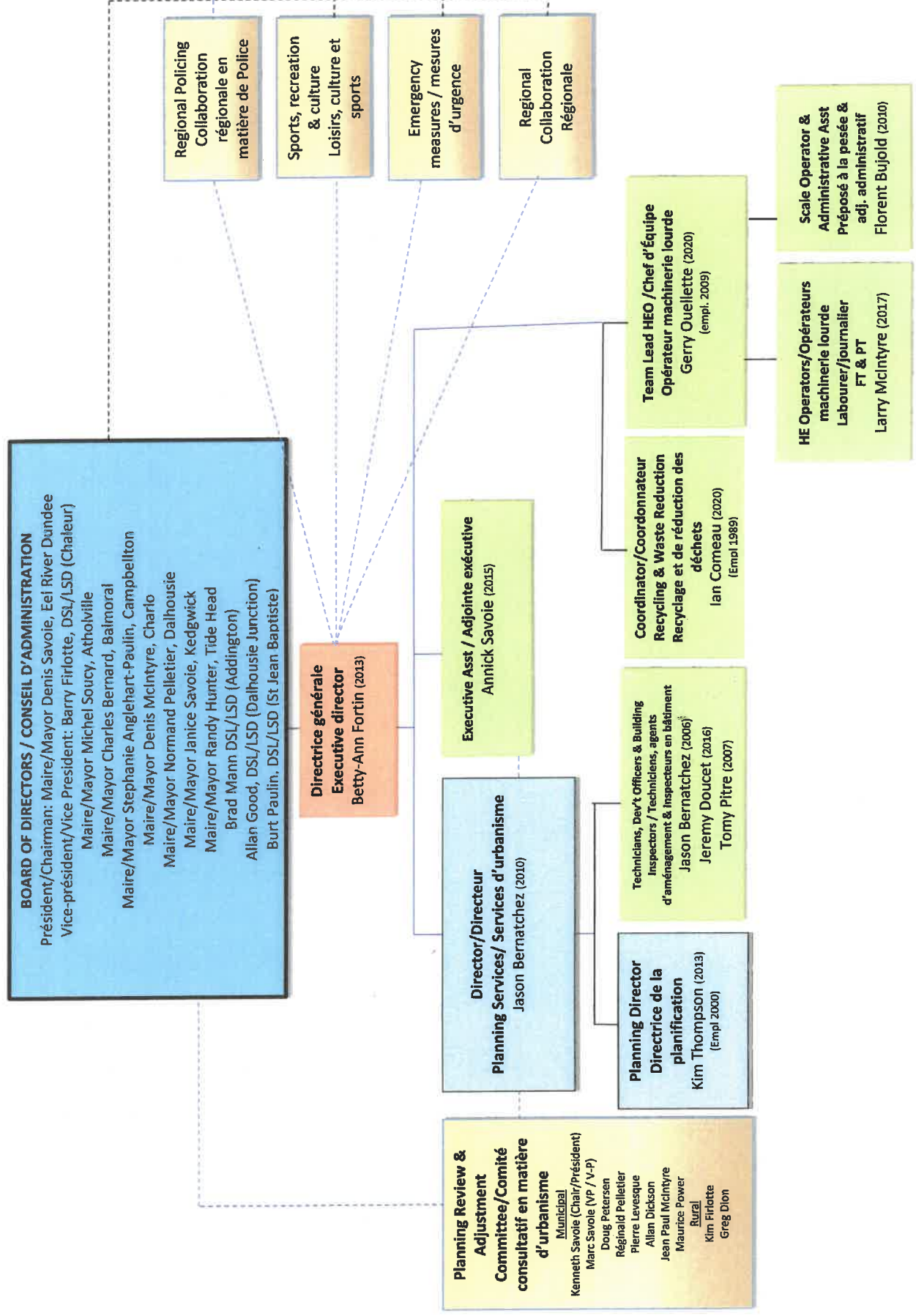
Within our mandate of acting as a regional forum for collaboration among communities on regional issues, the **RESTIGOUCHE RSC** intervenes on behalf of the region on issues where there is a consensus – **A REGIONAL VOICE!**

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

Organigramme 2020 Organizational Chart



MEMBRES - MEMBERS

Président / Chairman: Denis Savoie

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 Dundee 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 :

- Billie-Jo Gauthier (Eldon)
- vacant

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 2019, le Conseil a tenu 13 réunions (10 régulières, 2 réunions de priorités stratégiques, 1 réunion annuelle). 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 2019, the Board held 13 meetings (10 regular board meetings, 2 strategic priorities meetings and 1 annual meeting). Below is a status of attendance.

Membres / Members	Représentant/ Representing	Présence/Attendance
Michel Soucy	Atholville	12/13
Charles Bernard	Balmoral	11/13
Stephanie Anglehart-Paulin	Campbellton	07/13
Denis McIntyre	Charlo	13/13
Normand Pelletier	Dalhousie	10/13
Denis Savoie	Eel River Dundee	12/13
Janice Savoie	Kedgwick	09/13
Randy Hunter	Tide Head	13/13
Barry Firlotte	DSL/LSD	13/13
Brad Mann	DSL/LSD	10/13
Allan Good	DSL/LSD	11/13
Burt Paulin	DSL/LSD	13/13
Remplaçants / Alternates		
Guy Landry	Balmoral	1
Sterling Loga	Campbellton	6
Mario Pelletier	Eel River Dundee	1
Jean-Guy Levesque	Atholville	1

Honoraires & Dépenses des membres

Vous trouverez ci-dessous, les détails des dépenses accordées aux membres pour 2019 qui incluent les honoraires et dépenses pour les réunions régulières, comités ainsi que toute autre réunion au nom de la CSR.

Member Honorariums & Expenses

Please find below the total honorariums and expenses paid to board members in 2019 which includes meetings, committees, as well as any other meetings attended on behalf of the RSC.

Membre/Member	Per Diem	Expenses Dépenses	TOTAL
Michel Soucy	\$3,000	\$775	\$3,775
Charles Bernard	\$2,400	\$451	\$2,851
Stephanie Anglehart-Paulin	\$ 975	\$464	\$1,439
Denis McIntyre	\$2,100	\$353	\$2,453
Normand Pelletier	\$1,725	\$230	\$1,955
Denis Savoie	\$6,150	\$1,782	\$7,932
Janice Savoie	\$1,800	\$1,284	\$3,084
Randy Hunter	\$2,325	\$141	\$2,466
Barry Firlotte	\$2,625	\$866	\$3,491
Brad Mann	\$1,950	\$481	\$2,431
Allan Good	\$1,800	\$119	\$1,919
Burt Paulin	\$2,100	\$710	\$2,810
Remplaçants/Alternates			
Guy Landry (Balmoral)	\$ 150	\$21	\$171
Sterling Loga (Campbellton)	\$1,125	\$21	\$1,146
Mario Pelletier (Eel River Dundee)	\$ 150	\$21	\$171
Jean-Guy Levesque (Atholville)	\$ 225	\$23	\$248
	\$ 30,600	\$ 7,742	\$ 38,342



Commission de services régionaux
RESTIGOUCHE
Regional Service Commission

ANNEXE / APPENDIX 2

ÉTATS FINANCIERS VÉRIFIÉS **2019** AUDITED FINANCIAL STATEMENTS

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

CONSOLIDATED FINANCIAL STATEMENTS

**FOR THE YEAR ENDED
DECEMBER 31, 2019**



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, 2019

	<u>Page</u>
Management's Responsibility for the Consolidated Financial Statements	1.
Independent Auditors' Report	2 - 3.
Consolidated Statement of Operations	4.
Consolidated Statement of Financial Position	5.
Consolidated Statement of Changes in Net Assets	6.
Consolidated Statement of Cash Flow	7.
Notes to the Consolidated Financial Statements	8 - 23.





Allen, Paquet & Arseneau LLP

*Your business partner of choice
Votre partenaire d'affaires par excellence*

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1.

**RESTIGOUCHE REGIONAL SERVICE COMMISSION /
COMMISSION DE SERVICES RÉGIONAUX RESTIGOUCHE**
Consolidated Financial Statements
Year ended December 31, 2019

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

207, rue Roseberry St.
Campbellton, NB

625, ave St. Peter Ave
Bathurst, NB



CPA

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PROFESSIONAL
ACCOUNTANTS
NEW BRUNSWICK

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2.

INDEPENDENT AUDITORS' REPORT

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

Opinion

We have audited the 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, 2019, and the consolidated statement of operations, change in net assets and cash flow for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying 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, 2019, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for Public Sector Accounting (PSAB).

Basis of Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "Auditors' Responsibilities for the Audit of the Consolidated Financial Statements" section of our report. We are independent of the commission in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

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

In preparing the consolidated financial statements, management is responsible for assessing the commission's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the commission or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the commission's financial reporting process.

Auditors' Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

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202 Pleasant Street
Miramichi, NB

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Independent Auditors' Report (cont'd)

We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 commission's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the commission's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the commission to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Campbellton, NB

March 23, 2020

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**

	2019	2019	2018
	(Unaudited) Budget Note 12	Actual	Actual
REVENUE			
Member Charges	\$ 1,768,413	\$ 1,662,379	\$ 1,599,154
Sale of Services	782,676	967,715	838,322
Other Revenue	55,276	63,149	150,326
Interest	-	907	750
	2,606,365	2,694,150	2,588,552
EXPENDITURES			
Administration	425,923	447,017	456,314
Fiscal Services	229,848	82,250	44,656
Governance	38,000	42,799	36,999
Planning and Building Inspection Services	380,682	350,148	364,386
Regional Emergency Measures Planning	500	-	-
Solid Waste Services	1,528,211	1,731,600	1,624,984
	2,603,164	2,653,814	2,527,339
ANNUAL SURPLUS	\$ 3,201	\$ 40,336	\$ 61,213
ACCUMULATED SURPLUS, Beginning of Year		924,429	863,216
ACCUMULATED SURPLUS, End of Year		\$ 964,765	\$ 924,429

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

Consolidated Statement of Financial Position

As at December 31	2019	2018
FINANCIAL ASSETS		
Cash and Short Term Investments (Note 3)	\$ 276,617	\$ 238,342
Receivables		
General	575,881	747,428
Due from Federal Government (Note 4)	28,564	160,679
	\$ 881,062	\$ 1,146,449
LIABILITIES		
Short Term Loans (Note 5)	\$ -	\$ 1,127,102
Accounts Payable and Accrued Liabilities	171,137	459,311
Long Term Debt (Note 6)	1,107,000	69,000
	1,278,137	1,655,413
NET ASSETS	(397,075)	(508,964)
NON-FINANCIAL ASSETS		
Tangible Capital Assets (Note 8)	2,020,904	2,020,904
Accumulated Amortization	(663,528)	(591,975)
	1,357,376	1,428,929
Prepaid Expenses	4,464	4,464
	1,361,840	1,433,393
ACCUMULATED SURPLUS (Page 4)	\$ 964,765	\$ 924,429

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**

	2019	2018
Annual Surplus (Page 4)	\$ 40,336	61,213
Acquisition of Tangible Capital Assets	-	(695,277)
Amortization of Tangible Capital Assets	71,553	62,230
	111,889	(571,834)
Decrease in Prepaid Expenses	-	197
INCREASE (DECREASE) IN NET ASSETS	111,889	(571,637)
NET ASSETS, Beginning of Year (Page 5)	(508,964)	62,673
NET ASSETS, End of Year	\$ (397,075)	\$ (508,964)

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

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

	2019	2018
OPERATING TRANSACTIONS		
Annual Surplus	\$ 40,336	\$ 61,213
Amortization of Tangible Capital Assets	71,553	62,230
Receivables		
General	171,547	(555,094)
Due from Federal Government	132,115	(127,931)
Prepaid Expenses	-	197
Accounts Payable and Accrued Liabilities	(288,174)	267,387
	<u>127,377</u>	<u>(291,998)</u>
CAPITAL TRANSACTIONS		
Acquisition of Tangible Capital Assets	-	(695,277)
FINANCING TRANSACTIONS		
Bank Advances	-	(9,099)
Short Term Loans	(1,127,102)	1,127,102
Long Term Debt	1,038,000	(33,000)
	<u>(89,102)</u>	<u>1,085,003</u>
INCREASE IN CASH AND CASH EQUIVALENTS	38,275	97,728
CASH AND CASH EQUIVALENTS, Beginning of Year	238,342	140,614
CASH AND CASH EQUIVALENTS, End of Year (Note 3)	\$ 276,617	\$ 238,342

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 27, 2018.

(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

	2019	2018
Term Deposits in Reserve Funds (Unrestricted)	\$ 129,911	\$ 237,942
Cash (Unrestricted)	146,706	400
	<u>\$ 276,617</u>	<u>\$ 238,342</u>

**RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX
RESTIGOUCHE**
Notes to the Consolidated Financial Statements
For the Year Ended December 31, 2019

4. DUE FROM FEDERAL GOVERNMENT

	2019	2018
Canada Revenue Agency - HST Refund	\$ 28,564	\$ 160,679

5. SHORT TERM LOAN

The Restigouche Regional Service Commission / Commission de Services Régionaux Restigouche has arranged for a non-revolving operating facility bearing interest at the Bank's Prime Lending Rate. The facility is used to provide interim financing for capital expenditures.

	2019	2018
Solid Waste Capital Fund, M.O., O.I.C. 18-0017	\$ -	\$ 1,127,102

6. LONG TERM DEBT

	2019	2018
Serial debenture with interest of 3.85%, maturing in 2020	\$ 35,000	\$ 69,000
New Brunswick Municipal Finance Corporation, debentures, variable interest rate from 2.05% to 3.35%, principal payable annually and interest semi annually, due in 2039 O.I.C. # 18-0017	\$ 1,072,000	\$ -

Total Debt	\$ 1,107,000	\$ 69,000
------------	--------------	-----------

Principal payments of long term debt are due as follows:

2019	\$ 175,000
2020	142,000
2021	145,000
2022	149,000
2023	51,000
	\$ 662,000

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.

7. COMMITMENTS

Office and Equipment Leases

The Commission has entered into a lease agreement for office premises commencing in January 1, 2020 requiring annual lease payments of \$40,000 in 2020; \$40,800 in 2021; \$41,616 in 2022; \$42,449 in 2023 and \$43,297 in 2024 ending December 31, 2025.

The Commission has entered into a lease agreement for office equipment requiring annual lease payments of \$3,848 ending November 2023.

RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX RESTIGOUCHE
Notes to the Consolidated Financial Statements
For the Year Ended December 31, 2019

8. SCHEDULE OF TANGIBLE CAPITAL ASSETS

	Land	Land Improvement	Buildings	Heavy Equipment	Machinery and Equipment	Vehicles	Office Equipment	Computer Equipment	2019 Total	2018 Total
COST										
Balance, Beginning of Year	\$ 31,683	\$ 62,747	\$ 1,001,096	\$ 640,817	\$ 228,474	\$ 3,955	\$ 15,097	\$ 37,035	\$ 2,020,904	\$ 1,325,627
Add: Net Additions During the Year	-	-	-	-	-	-	-	-	-	695,277
BALANCE, END OF YEAR	31,683	62,747	1,001,096	640,817	228,474	3,955	15,097	37,035	2,020,904	2,020,904
ACCUMULATED AMORTIZATION										
Balance, Beginning of Year	-	10,979	86,904	210,198	228,474	3,955	15,097	36,368	591,975	529,745
Add: Amortization During the Year	-	3,137	25,028	42,721	-	-	-	667	71,553	62,230
BALANCE, END OF YEAR	-	14,116	111,932	252,919	228,474	3,955	15,097	37,035	663,528	591,975
NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS										
	\$ 31,683	\$ 48,631	\$ 889,164	\$ 387,898	\$ -	\$ -	\$ -	\$ -	\$ 1,357,376	\$ 1,428,929
Consists of:										
Solid Waste Fund Assets	\$ 31,683	\$ 48,631	\$ 889,164	\$ 387,898	\$ -	\$ -	\$ -	\$ -	\$ 1,357,376	\$ 1,428,621
Local Planning Fund Assets	-	-	-	-	-	-	-	-	-	308
	\$ 31,683	\$ 48,631	\$ 889,164	\$ 387,898	\$ -	\$ -	\$ -	\$ -	\$ 1,357,376	\$ 1,428,929

RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX RESTIGOUCHE
Notes to the Consolidated Financial Statements
For the Year Ended December 31, 2019

9. SCHEDULE OF SEGMENT DISCLOSURE

	Other Shared Services	Corporate Services	Co-operative and Regional Planning	Local Planning	Solid Waste Services	Total 2019	Total 2018
REVENUES							
Member Charges	\$ 159,653	\$ -	\$ 31,441	\$ 541,599	\$ 929,686	\$ 1,662,379	\$ 1,599,154
Sales of Services	-	-	-	-	967,715	967,715	838,322
Other Revenue	-	15,065	1,616	-	46,468	63,149	150,326
Interest	-	-	-	-	907	907	750
	159,653	15,065	33,057	541,599	1,944,776	2,694,150	2,588,552
EXPENDITURES							
Salaries and Benefits	-	97,017	-	316,995	252,155	666,167	618,486
Goods and Services	159,653	97,848	-	130,346	1,512,481	1,900,328	1,855,973
Amortization	-	-	-	308	71,245	71,553	49,168
Interest	-	-	-	-	15,766	15,766	3,712
	159,653	194,865	-	447,649	1,851,647	2,653,814	2,527,339
SURPLUS (DEFICIT)							
FOR THE YEAR	\$ -	\$(179,800)	\$ 33,057	\$ 93,950	\$ 93,129	\$ 40,336	\$ 61,213

RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX RESTIGOUCHE

Notes to the Consolidated Financial Statements

For the Year Ended December 31, 2019

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 Operating Reserve Fund	Local Planning Capital Reserve Fund	Solid Waste Operating Reserve Fund	Solid Waste Capital Reserve Fund	Other Shared Operating Fund	Total
2019 ANNUAL SURPLUS (DEFICIT) PER PSAB	\$ (2,903)	\$ 38,520	\$ 75,365	\$ (308)	\$ (71,245)	\$ -	\$ 55	\$ 334	\$ 518	\$ -	\$ 40,336
Adjustments to Annual Surplus (Deficit) for Funding Requirements											
Second Previous Year's Surplus (Deficit)	8,135	(7,684)	(13,705)	-	-	-	-	-	-	-	(13,254)
Transfers Between Funds											
Solid Waste Operating Fund to Solid Waste Capital Reserve Fund	-	-	(25,000)	-	-	-	-	-	25,000	-	-
Local Planning Operating to Local Planning Capital Reserve Fund	-	(5,000)	-	-	-	-	5,000	-	-	-	-
Capital expenditures Local Planning Operating to Local Planning Operating Reserve Fund	-	-	(526)	-	526	-	-	-	-	-	-
Long-Term Debt Principal Repayment	-	(25,000)	-	-	-	25,000	-	-	-	-	-
Amortization Expense	-	-	(34,000)	-	34,000	-	-	-	-	-	-
	-	-	-	308	71,245	-	-	-	-	-	71,553

Total Adjustments to 2019
Annual Surplus

(Deficit)	8,135	(37,684)	(73,231)	308	105,771	25,000	5,000	-	25,000	-	58,299
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2019 ANNUAL FUND SURPLUS (DEFICIT) FOR FUNDING PURPOSES\$

	\$ 5,232	\$ 836	\$ 2,134	\$ -	\$ 34,526	\$ 25,000	\$ 5,055	\$ 334	\$ 25,518	\$ -	\$ 98,635
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2019 annual surplus (deficit)
per PNB requirements

	\$ 5,232	\$ 836	\$ 2,134	\$ -	\$ 34,526	\$ 25,000	\$ 5,055	\$ 334	\$ 25,518	\$ -	
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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, 2019

11. STATEMENT OF RESERVES

	Planning Operating Reserve Fund	Planning Capital Reserve Fund	Solid Waste Operating Reserve Fund	Solid Waste Capital Reserve Fund	Total 2019	Total 2018
ASSETS						
Cash						
Due from Operating Fund	\$ -	\$ 12,594	\$ 29,202	\$ 88,115	\$ 129,911	\$ 140,964
	25,000	5,000	-	25,000	55,000	13,040
	25,000	17,594	29,202	113,115	184,911	154,004
LIABILITIES						
Due to Operating Fund	-	-	-	-	-	25,000
	-	-	-	-	-	25,000
ACCUMULATED SURPLUS	\$ 25,000	\$ 17,594	\$ 29,202	\$ 113,115	\$ 184,911	\$ 129,004
TOTAL LIABILITIES AND						
ACCUMULATED SURPLUS	25,000	17,594	29,202	113,115	184,911	154,004
REVENUE						
Interest	\$ -	\$ 55	\$ 334	\$ 518	\$ 907	\$ 749
Transfers from Operating Fund	25,000	5,000	-	25,000	55,000	27,500
	25,000	5,055	334	25,518	55,907	28,249
ANNUAL SURPLUS (DEFICIT)	\$ 25,000	\$ 5,055	\$ 334	\$ 25,518	\$ 55,907	\$ 28,249
Saving Account	\$29,202.33					
Chequing Account	\$8,040.03	0.65%				
Saving Account	\$80,074.94	0.65%				
Chequing Account	\$5,000.00					
Saving Account	\$7,593.72	0.65%				

Commission Resolution regarding transfers to reserves:

Moved by Director Charles Bernard, seconded by Director Michel Soucy that \$5,000 be transferred from the Local Planning Operating Fund to the Local Planning Capital Reserve Fund.

Moved by Director Charles Bernard, seconded by Director Michel Soucy that \$25,000 be transferred from the Solid Waste Operating Fund to Solid Waste Capital Reserve Fund..

Moved by Director Charles Bernard, seconded by Director Michel Soucy that \$25,000 be transferred from the Local Planning Operating Fund to the Local Planning Operating Reserve Fund.

I hereby certify that the above is true and in exact copy of the resolution adopted at a special meeting of the Board of Directors on December 19, 2019.


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


 Date

RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX RESTIGOUCHE

Notes to the Consolidated Financial Statements

For the Year Ended December 31, 2019

12. OPERATING BUDGET TO PSA BUDGET

	Other		Co-operative and		Shared Operating Budget		Corporate Services Regional Planning		Local Planning		Solid Waste		Amortization		Transfers		Total
	Operating Budget	Operating Budget	Operating Budget	Operating Budget	Operating Budget	Operating Budget	Operating Budget	Operating Budget	Operating Budget	Operating Budget	Operating Budget	Operating Budget	Operating Budget	Operating Budget	Operating Budget	Operating Budget	Operating Budget
Revenues																	
Member Charges	159,653	\$ -	\$ -	\$ 31,440	\$ -	\$ 541,600	\$ 1,035,720	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,768,413
Sale of Services	-	-	-	-	-	-	782,676	-	-	-	-	-	-	-	-	-	782,676
Co-operative and Regional Planning Services	-	-	31,440	-	-	-	-	-	-	-	-	-	-	-	(31,440)	-	-
Local Planning Services	-	-	49,772	-	-	-	-	-	-	-	-	-	-	-	(49,772)	-	-
Solid Waste Services	-	-	82,953	-	-	-	-	-	-	-	-	-	-	-	(82,953)	-	-
Surplus of Second Previous Year	-	-	8,135	-	-	-	-	-	-	-	-	-	-	-	(8,135)	-	-
Other Revenue	-	-	7,200	-	-	-	48,076	-	-	-	-	-	-	-	-	-	55,276
	159,653	179,500	31,440	541,600	1,866,472	-	(172,300)	-	-	-	-	-	-	-	-	-	2,606,365
Expenditures																	
Administration	159,653	141,000	-	101,270	24,000	-	-	-	-	-	-	-	-	-	-	-	425,923
Fiscal Services	-	-	31,440	52,272	371,801	-	-	-	-	-	-	-	-	-	(225,665)	-	229,848
Governance	-	38,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	38,000
Planning and Building Inspection Services	-	-	-	380,374	-	-	-	-	-	-	-	-	-	-	-	-	380,682
Solid Waste Services	-	-	-	-	1,456,966	-	-	-	-	-	-	-	-	-	-	-	1,528,211
Deficit of Second Previous Year	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Regional Emergency Measures Planning	-	-	500	7,684	13,705	-	-	-	-	-	-	-	-	-	(21,389)	-	500
	159,653	179,500	31,440	541,600	1,866,472	71,553	(247,054)	-	-	-	-	-	-	-	-	-	2,603,164
Surplus (Deficit)	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	3,201

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

**Notes to the Consolidated Financial Statements
For the Year Ended December 31, 2019**

13. REVENUE AND EXPENDITURES SUPPORT

	(Unaudited) 2019 Budget	2019 Actual	2018 Actual
REVENUE			
<u>Co-operative and Regional Planning</u>			
<i>Member Charges</i>			
- Atholville	\$ 4,284	\$ 4,284	\$ 2,546
- Balmoral	1,944	1,944	1,158
- Campbellton	9,842	9,842	5,778
- Charlo	1,585	1,585	940
- Dalhousie	4,054	4,054	2,416
- Eel River Crossing	1,989	1,989	1,183
- Kedgwick	2,288	2,289	1,356
- Tide Head	1,157	1,157	689
- Local Service Districts	4,297	4,297	2,549
	31,440	31,441	18,615
<i>Revenue from Other Sources</i>			
Other	-	1,616	-
	\$ 31,440	\$ 33,057	\$ 18,615
<u>Corporate Services</u>			
<i>Revenue from Other Sources</i>			
Grants - Regional Development Corporation	\$ -	\$ -	\$ 29,563
Rent	7,200	7,200	7,200
Other	-	7,865	7,500
	\$ 7,200	\$ 15,065	\$ 44,263
<u>Local Planning Services</u>			
<i>Member Charges</i>			
- Atholville	\$ 70,607	\$ 70,607	\$ 65,877
- Balmoral	30,886	30,885	28,986
- Campbellton	189,983	189,983	173,312
- Charlo	26,339	26,339	24,458
- Dalhousie	72,123	72,123	67,608
- Eel River Crossing	26,555	26,555	24,852
- Kedgwick	36,539	36,539	33,855
- Tide Head	19,611	19,611	18,396
- Local Service Districts	68,957	68,957	64,606
	541,600	541,599	501,950
<i>Revenue from Other Sources</i>			
Other Revenue	-	-	3,389
	-	-	3,389
	\$ 541,600	\$ 541,599	\$ 505,339

**RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX
RESTIGOUCHE****Notes to the Consolidated Financial Statements
For the Year Ended December 31, 2019**

13. REVENUE AND EXPENDITURES SUPPORT (continued)

	(Unaudited) 2019 Budget	2019 Actual	2018 Actual
REVENUE			
<u>Solid Waste Services</u>			
<i>Member Tipping Fees</i>			
- Atholville	\$ 133,920	\$ 121,476	\$ 117,849
- Balmoral	61,560	52,622	53,742
- Campbellton	291,600	292,018	268,543
- Charlo	58,860	50,384	52,454
- Dalhousie	143,640	106,717	117,820
- Eel River Crossing	73,980	66,088	64,881
- Kedgwick	83,160	70,190	74,283
- Tide Head	41,040	34,192	35,631
- Local Service Districts	147,960	135,999	135,090
	1,035,720	929,686	920,293
<i>Revenue from Other Sources</i>			
Tipping Fees from Other Sources	645,728	955,720	819,057
Recycling	11,575	6,010	17,130
Special Waste	1,000	3,145	2,135
Other Revenue	124,373	2,840	-
Government Transfers	25,000	23,392	78,937
Equalization Revenue	23,076	23,076	23,737
	830,752	1,014,183	940,996
	\$ 1,866,472	\$ 1,943,869	\$ 1,861,289
<u>Other Shared Services</u>			
<i>Member Charges</i>			
- Municipalities	\$ 140,351	\$ 140,351	\$ 138,613
- Local Service Districts	19,302	19,302	19,683
	159,653	159,653	158,296

**RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX
RESTIGOUCHE****Notes to the Consolidated Financial Statements
For the Year Ended December 31, 2019**

13. REVENUE AND EXPENDITURES SUPPORT (continued)

	(Unaudited) 2019 Budget	2019 Actual	2018 Actual
EXPENDITURES			
<u>Corporate Services</u>			
<i>Governance</i>			
Stipends	\$ 26,000	\$ 30,600	\$ 26,000
Travel	7,000	7,029	5,830
Other	5,000	5,170	5,169
	38,000	42,799	36,999
<i>Administration</i>			
Salaries and Benefits	94,500	97,017	93,444
Travel	10,000	5,434	5,122
External Audit Fees	12,500	11,680	11,211
Executive Director Expenses	-	-	1,480
Project - Other	-	-	45,071
Liability Insurance	3,500	1,879	3,327
Telecommunications	1,500	1,237	1,189
Translation Services	10,000	10,912	7,881
Other	9,000	23,907	2,777
	141,000	152,066	171,502
	\$ 179,000	\$ 194,865	\$ 208,501

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

**Notes to the Consolidated Financial Statements
For the Year Ended December 31, 2019**

13. REVENUE AND EXPENDITURES SUPPORT (continued)

	(Unaudited) 2019 Budget	2019 Actual	2018 Actual
EXPENDITURES			
<u>Co-operative and Regional Planning</u>			
<i>Regional Emergency Measures</i>			
Meetings	500	-	-
	\$ 500	\$ -	\$ -
<u>Local Planning Services</u>			
<i>Administration</i>			
Office Equipment and Supplies	\$ 20,000	\$ 16,731	\$ 14,586
Printing and Copying	7,000	7,712	9,956
Telephone	7,500	7,337	6,975
Office Building	55,270	55,510	51,240
Legal Services	3,000	3,000	3,824
Liability Insurance	7,000	5,666	6,890
Other	1,500	1,545	1,592
	101,270	97,501	95,063
<i>Planning and Building Inspection Services</i>			
Salaries and Benefits	316,874	316,995	303,572
Travel	16,500	11,315	10,991
Training and Development	3,000	1,822	3,889
Advertising	1,000	4,301	1,615
Amortization	308	308	616
Map and Reference Material	1,000	1,400	1,483
Planning Advisory Committee	12,000	8,255	7,417
Geographic Information System	5,000	1,301	4,275
Other	25,000	4,451	30,528
	380,682	350,148	364,386
	\$ 481,952	\$ 447,649	\$ 459,449

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

Notes to the Consolidated Financial Statements

For the Year Ended December 31, 2019

13. REVENUE AND EXPENDITURES SUPPORT (continued)

	(Unaudited) 2019 Budget	2019 Actual	2018 Actual
EXPENDITURES			
Solid Waste Services			
<i>Administration</i>			
Travel	4,000	3,764	819
Office Equipment and Supplies	5,000	3,522	3,538
Telephone	3,000	3,766	3,072
Office Building	8,500	12,230	10,225
Other	3,500	3,674	3,799
Advertising, Tours, Promotional	-	-	1,414
Contingency	-	10,841	8,586
	24,000	37,797	31,453
<i>Operations</i>			
Amortization	71,245	71,245	61,614
Repairs and Maintenance	24,000	57,428	28,080
Janitorial	500	1,084	63
Insurance	17,500	20,048	13,544
Property Tax	22,000	22,966	19,402
Other - Building	1,666	8,162	12,242
Fuel	20,000	21,876	18,971
Salaries and Benefits	235,000	252,155	221,470
Site and Road Maintenance	5,000	369	822
Contracted Services - Transport	168,475	218,685	183,409
Disposal	-	548	-
Tipping Fees	901,340	1,007,111	944,796
Recycling - Collection	-	-	32,439
Contracted Services - Recycling	18,975	22,283	10,762
Other - Safety Equipment	5,000	8,358	3,851
Recycling Promotion	37,510	19,282	73,519
	1,528,211	1,731,600	1,624,984
<i>Fiscal Services</i>			
Interest on Long Term Debt	190,102	15,766	3,711
Equalization	39,746	39,747	40,945
Cost of debenture		8,393	-
Interests on temporary loan		18,344	-
	229,848	82,250	44,656
	\$ 1,782,059	\$ 1,851,647	\$ 1,701,093

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

**Notes to the Consolidated Financial Statements
For the Year Ended December 31, 2019**

13. REVENUE AND EXPENDITURES SUPPORT (continued)

	(Unaudited) 2019 Budget	2019 Actual	2018 Actual
EXPENDITURES (continued)			
<u>Other Shared Services</u>			
<i>Administration</i>			
Contribution to Charlo Regional Airport	\$ 159,653	\$ 159,653	\$ 158,296
	\$ 159,653	\$ 159,653	\$ 158,296