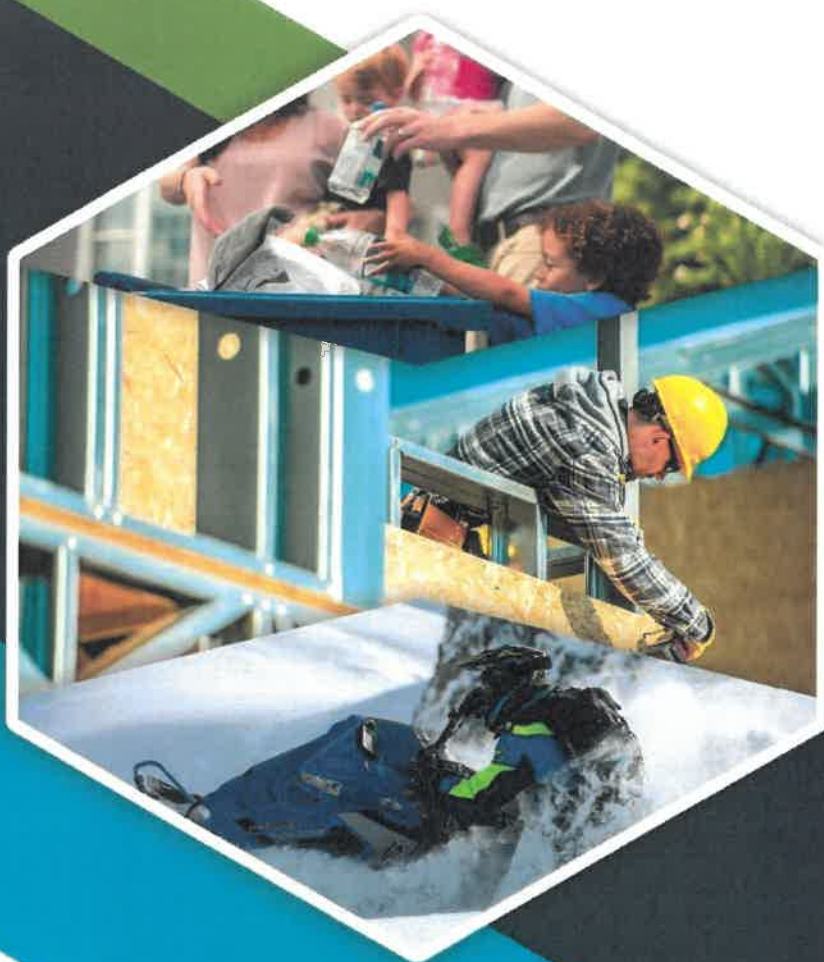




Commission de services régionaux
RESTIGOUCHE
Regional Service Commission

ANNUAL REPORT RAPPORT ANNUEL

2020

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Chairman's Message

As Chairman of the Restigouche Regional Service Commission, I am pleased to provide you with an overview of the 2020 calendar year.

The year 2020 started off on the right foot with the announcement of a new multi-functional lodge and fuelling station for snowmobiles at Mount Carleton Provincial Park.

Little did we know that 2020 would become a roller coaster with the appearance of the CORONAVIRUS. It has certainly changed the way we do things.

New Brunswick's first case was announced March 11th 2020 and a State of Emergency was declared March 19th. This was unknown and a challenge for everyone.

- Restigouche had its share of outbreaks, however by working together and following public health advice, we were able to quickly control the outbreaks. A visit last Fall from Dr. Russell and Public Health officials convinced them that working with community leaders was the way to go.
- Together as a region, we spoke with one voice. We got the message out with clear communication and thanks to the collaboration of our citizens, the region succeeded in getting the outbreak under control.

A year later, we are just now entering a path towards a new normal, but we must continue to be vigilant.

Message du Président

Il me fait plaisir de vous offrir un survol des initiatives de la Commission de services régionaux Restigouche pour l'année 2020.

L'année 2020 a commencé du bon pied avec l'annonce d'un nouveau pavillon multifonctionnel et d'une station de ravitaillement pour les motoneiges au Parc provincial du Mont Carleton.

Nous ne savions pas que 2020 deviendrait une montagne russe avec l'apparition du CORONAVIRUS. Cela a changé notre façon de faire les choses.

Le premier cas du Nouveau-Brunswick a été annoncé le 11 mars 2020 et l'état d'urgence a été déclaré le 19 mars. C'était inconnu et un défi pour tous.

- Le Restigouche a eu sa part d'éclosions, mais en travaillant ensemble et en suivant les conseils de la santé publique, nous avons pu maîtriser les éclosions. Une visite à l'automne de la Dr. Russell et des responsables de la santé publique a permis d'impliquer davantage les dirigeants communautaires.
- Ensemble, en tant que région, nous avons parlé d'une seule voix. Nous avons fait passer le message avec une communication claire et grâce à la collaboration de nos citoyens(ennes), la région a réussi à maîtriser l'éclosion.

Un an plus tard, nous entreprenons justement le passage vers une nouvelle normalité, nous devons toutefois continuer d'être vigilants.

Being deemed essential services, the RSC continued to offer its solid waste and planning services to the population with operational plans and procedures in place to protect our staff and our clients.

Due to the pandemic, municipal elections that were expected May 2020 were postponed and the Commission's AGM was held in a virtual format. During our AGM on June 25th 2020, I accepted to take on the position of Chairman of the RSC.

I want to thank all Board members for the confidence they have shown towards me and for their support towards my role as Chairman of our Commission.

On behalf of the Board, I want to express our appreciation to Denis Savoie who served as RSC Chair from May 2018 to June 2020 when he accepted a new position outside the region. Thank you for his dedication to the Commission, to the community of Eel River Dundee and to the Restigouche region.

Healthcare has and continues to be at the forefront of our discussions around our table. Amongst which:

- ✓ We reacted to the loss of the Centre of Excellence for mental health for youth with the support of our business and community leaders.
- After many conversations, correspondences and meetings, we had to accept the decision, however, we are cautiously confident that the existing services will remain in place.

Considérés comme des services essentiels, la CSR a continué d'offrir ses services de déchets solides et d'urbanisme à la population avec des plans opérationnels et des procédures en place pour protéger notre personnel et nos clients.

En raison de la pandémie, les élections municipales prévues pour mai 2020 ont été reportées et l'AGA de la Commission s'est tenu dans un format virtuel. Lors de notre AGA du 25 juin 2020, j'ai accepté de prendre la présidence de la CSR.

Je tiens à remercier tous les membres du Conseil d'administration pour la confiance qu'ils m'ont témoignée et pour leur soutien envers mon rôle de Président.

Au nom du Conseil d'administration, je tiens à exprimer notre reconnaissance à Denis Savoie qui a agi à titre de Président de la CSR de mai 2018 à juin 2020 lorsqu'il a accepté un nouveau poste à l'extérieur de la région. Merci pour son dévouement à la Commission, à la communauté d'Eel River Dundee et à la région Restigouche.

Le sujet des soins de santé a été et continue d'être à l'avant plan des discussions autour de notre table. Entre autres :

- ✓ Nous avons réagi à la perte du Centre d'excellence en santé mentale pour les jeunes avec l'appui des leaders communautaires et du secteur des affaires.
- Après de nombreuses conversations, correspondances et réunions, nous avons dû accepter la décision, cependant, nous sommes prudemment confiants que les services existants resteront en place.

- ✓ Last June, in conjunction with the Mayors Forum, we held a Press conference to denounce the unfair treatment towards Zone 5 and we requested a Bubble with the Avignon Region and the Listuguj First Nation.
 - In early July, we met with provincial officials and on August 1st, the bubble was put in place with our neighboring communities. When outbreaks began to appear on both sides of the border, the Bubble was shrunk on Sept 24th and closed October 8th.
 - Earlier this year, for a first time, we held a meeting with the leaders of our neighboring communities, Chief Gray of the Listuguj First Nation and Pointe à la Croix Mayor Pascal Bujold to discuss the need to reinstate a regional bubble and some concerns with the border restrictions. We have and will continue to lobby for the reinstatement of the Avignon-Listuguj-Restigouche Bubble that was expected for April 19th, but postponed until it is safe to do so.
 - ✓ In November, we struck an ad-hoc committee to look at regional healthcare services. In response to the Minister of Health's request to municipalities, we tabled a regional vision statement that reflects our vision for quality healthcare in Restigouche. Then, in early 2021 we elaborated a Position Paper as a response to the engagement process leading to the creation of the provincial health plan.
- ✓ En juin dernier, conjointement avec le Forum des maires, nous avons tenu une conférence de presse pour dénoncer le traitement injuste envers la Zone 5 et nous avons demandé une bulle avec la région Avignon et la Première Nation Listuguj.
 - Au début juillet, nous avons rencontré des autorités provinciales et le 1er août, la bulle a été mise en place avec nos communautés voisines. En raison des éclosions qui ont survenu des deux côtés de la frontière, la bulle a été rétrécie le 24 septembre et éliminée le 8 octobre.
 - Plus tôt cette année, pour la première fois, nous avons tenu une réunion avec les leaders de nos communautés voisines, soit le Chef Gray de la Première Nation de Listuguj et le maire de Pointe à la Croix, Pascal Bujold pour discuter de la nécessité de rétablir une bulle régionale et des inquiétudes reliées aux restrictions à la frontière. Nous continuons à faire pression pour la réintégration de la bulle Avignon-Listuguj-Restigouche qui était prévue pour le 19 avril, mais reportée jusqu'à ce que la situation s'améliore.
 - ✓ En novembre, nous avons formé un comité ad hoc pour examiner les services de santé régionaux. En réponse à une demande de la ministre de la Santé auprès des municipalités, nous avons déposé un énoncé de vision qui reflète la vision régionale pour des soins de santé de qualité pour le Restigouche. Puis, au début de 2021, nous avons élaboré un document de position en réponse au processus de consultation menant à la création du plan provincial de la santé.

Within our budget process in the Fall of 2020, the RSC made a decision to get involved in **regional tourism promotion**.

I want to take this opportunity to applaud the City of Campbellton for offering us a partnership to join them in regional tourism promotion.

We had been talking for too long about missed opportunities and it was time to take action. We adopted a practical approach that was within our means. Our agreement sees the region joining the City in a regional tourism guide for 2021 and in developing a regional tourism marketing and promotion plan later this year.

As a region, we continue to support **Charlo Airport**. COVID-19 has had a major impact on the aviation industry and the Airport continues its efforts to secure a new carrier. Until that time, it caters to Air Ambulance, private aircrafts as well as public safety and forest protection services.

In 2020, our **Board of Directors** held eleven (11) meetings, being ten (10) regular meetings, and our Annual General Meeting. Thank you to all members for their cooperation and support.

Dans le cadre de notre processus budgétaire à l'automne 2020, la CSR a pris la décision de s'impliquer dans la **promotion touristique régionale**.

Je tiens à prendre cette occasion pour remercier la ville de Campbellton de nous avoir offert un partenariat pour se joindre à eux dans la promotion touristique régionale.

Nous parlions depuis quelques temps des occasions manquées, nous avons alors convenu de passer à l'action. Nous avons adopté une approche pratique à la hauteur de nos moyens. L'entente voit la région se joindre à la Ville pour la publication d'un guide touristique régional pour 2021 et pour l'élaboration d'un plan régional de marketing et de promotion touristique plus tard cette année.

En tant que région, nous continuons à soutenir **l'aéroport de Charlo**. La COVID-19 a eu un impact majeur sur l'industrie de l'aviation, et l'aéroport continue ses efforts afin d'attirer un nouveau transporteur aérien. D'ici là, il accueille les ambulances aériennes, les avions privés ainsi que les services de sécurité publique et de protection de la forêt.

En 2020, notre **conseil d'administration** a tenu onze (11) réunions, soit dix (10) réunions régulières, et notre assemblée générale annuelle. Merci à tous les membres pour leur collaboration et leur soutien.

With municipal elections approaching, we will welcome new faces around our table. I want to thank the Mayors who will not be reoffering and wish them well in their future plans. They have served their communities and the region well, and they will be missed:

- Mayor Michel Soucy (Atholville)
- Mayor Charles Bernard (Balmoral)
- Mayor Stephanie Anglehart-Paulin (Campbellton)
- Mayor Denis McIntyre (Charlo)
- Mayor Randy Hunter (Tide Head)

Best of luck to all candidates in the May 10th elections and we look forward to continued collaboration with all our members, existing and new.

As we look forward to the year ahead, knowing that change is upon us, particularly the Local Governance Reform and Healthcare Reform, which are much needed.

We won't hesitate to share our suggestions and recommendations. As community leaders, we have our ear to the ground and we are listening to our citizens. Together let's express our opinions and embrace change for a better tomorrow.

I often use the words TOGETHER and TEAM. I strongly believe that if we stand together, as a region & as a team, we will reach our objectives and achieve success.



Brad Mann
Chairman / Président

À l'approche des élections municipales, nous accueillerons de nouveaux visages autour de notre table. Je tiens à remercier les maires qui ne se présentent pas à nouveau et je leur souhaite bonne chance dans leurs projets futurs. Ils ont bien servi leurs communautés et la région, et ils vont nous manquer:

- le maire Michel Soucy (Atholville)
- le maire Charles Bernard (Balmoral)
- la maire Stephanie Anglehart-Paulin (Campbellton)
- le maire Denis McIntyre (Charlo)
- le maire Randy Hunter (Tide Head)

Bonne chance à tous les candidats aux élections du 10 mai et nous avons bien hâte de poursuivre notre collaboration avec tous nos membres, existants et nouveaux.

Alors que nous attendons avec impatience la suite de cette année, étant conscient que le changement est à l'horizon, soit la Réforme de la gouvernance locale et la Réforme des soins de santé, qui sont nécessaires.

Nous n'hésiterons pas à partager nos suggestions et recommandations. En tant que leaders communautaires, nous sommes sur le terrain et à l'écoute de nos citoyens. Ensemble, exprimons nos opinions et accueillons le changement pour un avenir meilleur.

J'utilise souvent les mots ENSEMBLE et ÉQUIPE. Je crois fermement que si nous travaillons ensemble, en tant que région et équipe, nous atteindrons nos objectifs et réussirons.

Rapport de la Directrice générale

Il me fait plaisir de vous offrir un aperçu des activités opérationnelles de la CSR pour l'année 2020.

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, et
- 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.

Étant donné que nos services sont jugés essentiels même pendant une pandémie, nous avons dû développer un plan opérationnel pour nos deux centres de services, soit la Station de transfert ainsi que la division de l'urbanisme. Dans certains temps nous avons dû soit modifier l'accès du public ou les heures d'opération.

La communication est toujours ouverte avec nos communautés membres, cependant, pendant une pandémie, ces partenariats au niveau régional et provincial ont été critique et bénéfique pour tous au niveau de partage d'information.

Comme la plupart des organismes, nous avons adopté la mode des réunions visio-conférences afin de pouvoir continuer la bonne gestion et surveillance de la Commission.

Executive Director's Report

It is a pleasure for me to provide an overview of the RSC's operational activities for 2020.

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, and
- The Preparation 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.

Since our services are deemed essential even during a pandemic, we had to develop an operational plan for our two service centres, namely the Transfer Station as well as the Planning Division. During certain times, we had to either modify public access or hours of operation.

The lines of communication are always open with our member communities, and during a pandemic those partnerships at the regional and provincial level were crucial and beneficial to all from an information sharing point of view.

As with most organizations, we had to adopt a mode of video conferencing in order to continue with a good management and oversight for the Commission.

Pour l'année 2020, nous avons opéré avec un budget de 2,919,342\$, soit :

- Corporatif \$ 177,156
 - Aéroport \$ 162,620
- Division Urbanisme \$ 554,757
- Division Déchets solides \$2,024,809

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

- En septembre 2020, le Budget proposé de la Commission pour 2021 a été adopté pour circulation à tous les membres.
- En octobre, une rencontre virtuelle a eu lieu avec les DG/administrateurs municipaux afin de leur présenter le budget proposé et répondre aux questions/inquiétudes.
- En raison de la pandémie, au lieu de tenir une réunion, le gestionnaire des services locaux a fait parvenir une copie du budget proposé aux membres du Comité consultatif régional des DSLs qui regroupe les représentants des comités des Districts de services locaux.
- Le Budget 2021 au montant de 2,984,568\$ a été adopté à la réunion régulière de novembre 2020.

Au nom de la Commission, je siège toujours au comité des partenaires Restigouche qui s'attarde à combler certains besoins reliés à la main d'œuvre et qui entreprend des initiatives pour appuyer les entrepreneurs qui cherchent à attirer et retenir des employés qualifiés.

Après avoir élargi l'information sur notre site web www.restigouche.ca, cette année, on prévoyait la prise de plus d'images pour enrichir les vidéos qui se trouvent sur notre site web sous le thème "**Vivre pleinement**". La pandémie n'a pas permis de compléter le travail alors c'est partie remise à 2021.

For the year 2020, we operated with a budget of \$2,919,342.

- Corporate \$ 177,156
 - Airport \$ 162,620
- Planning Division \$ 554,757
- Solid Waste Division \$2,024,809

The Regional Service Delivery Act sets a process for Budget approval.

- In September 2020, the Commission's Proposed Budget for 2021 was approved by the Board for circulation to all members.
- In October, a virtual meeting was held with CAOs/Municipal Administrators to present the proposed budget and answer any questions/concerns.
- Due to the pandemic, rather than holding a meeting, the local service manager issued a copy of the proposed budget to the members of the Regional Advisory Committee regrouping Local Service District committee representatives.
- The Budget for 2021 amounting to \$2,984,568 was adopted at the Board's November 2020 meeting.

I represent the Commission on the Restigouche partners' Committee which focuses on meeting certain needs related to workforce and undertakes initiatives to support entrepreneurs looking to attract and retain qualified employees.

After having broadened the information on our www.restigouche.ca website, this year, we were planning to capture more images to enrich the videos on our website under the "**Live your best life**" theme. The pandemic did not allow the work to be completed so it was postponed until 2021.

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

Plusieurs membres siègent au sein de la Commission depuis sa création en 2013. J'ai beaucoup appris grâce à vous au cours des 8 dernières années et j'ai apprécié votre ouverture d'esprit, votre volonté de collaboration et je vous souhaite tout le meilleur dans vos nouveaux projets.

Nous accueillerons également de nouveaux membres qui apporteront sans aucun doute de nouvelles idées à considérer. Le progrès et la croissance sont impossibles sans changement, nous accueillerons donc favorablement de nouvelles idées et de nouvelles façons de faire les choses pour améliorer nos résultats. Et nous considérerons le changement comme une opportunité d'apprendre, car le statu quo n'est souvent pas la solution.

Merci également à tous les employés de la Commission pour leur coopération et leur dévouement. Ils travaillent bien en équipe et s'efforcent d'offrir les meilleurs services possibles à nos clients et membres.

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

J'entreprends le prochain chapitre avec une ouverture d'esprit et la volonté d'accueillir le changement pour un avenir meilleur.

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

Several members have been with the Commission since its establishment in 2013. I have learned a lot through you over the last 8+ years and I appreciated your open mind, spirit of collaboration and I wish you all the best in your new endeavours.

We will also be welcoming new members who will undoubtedly bring new ideas to consider. Progress and growth are impossible without change, so we'll welcome new ideas and new ways of doing things to improve our results. And we'll embrace change as an opportunity to learn, because status quo is often not the answer.

Thank you also to all employees of the Commission for their cooperation and dedication. They work well as a team and strive to offer the best possible services to our clients and members.

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.

I look forward to the next chapter with an open mind and a willingness to embrace change for a better future.



Betty-Ann Fortin
Executive Director / Directrice générale

Division de l'Urbanisme

FAITS SAILLANTS 2020

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.).

Soutien à la planification - Le personnel de la Commission a vu le nombre de demandes de modifications de zonage augmenter considérablement tout au long de l'année, passant de 10 à l'ouverture de l'année allant jusqu'à 24 demandes à son plateau. En raison de l'accumulation des demandes et des ressources disponibles – ayant une seule urbaniste, et avec le consentement des représentants du Village d'Eel River Dundee, les efforts de celle-ci furent redirigés de l'élaboration du nouveau plan rural du village d'Eel River Dundee au traitement des modifications de plans et des arrêtés de zonage. La pandémie de la Covid-19 est certainement un facteur contribuant majeur à l'augmentation du nombre de demandes de modification, mais son impact clair sur ce nombre ne peut pas être comptabilisé.

Une consultation s'est tenu en août dernier entre les membres de la CSR et le directeur des services d'urbanisme pour discuter des rôles, des fonctions, des responsabilités de la Division ainsi que des défis actuels auxquels sont confrontés les membres du personnel.

Planning Division

2020 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.).

Planning Support – Commission staff saw the number of rezoning requests increase significantly throughout the year, going from 10 at the on-set to up to 24 requests at its peak. As a result of the accumulation of requests, and because of the resources available – having one planner on staff, with the consent of representatives of the Village of Eel River Dundee, the focus of the planner was taken from the elaboration of the new Village of Eel River Dundee Rural plan to the processing of plan and zoning amendments. The Covid-19 pandemic is certainly a major contributing factor to the increased number of zoning amendment requests however, its clear impact on that number cannot be tabulated.

A consultation was held last August between the members of the RSC and the Director of Planning Services to discuss the roles, functions, responsibilities and the current challenges faced by the Planning Division staff.

La conclusion de cet échange productif a permis au conseil de déterminer des objectifs et des solutions aux défis actuels, notamment, et de plus grande importance, la rétention des services d'un urbaniste additionnel pour supporter le personnel de la division.

Modifications - En 2020, un total de 6 arrêtés furent préparés: 1 modification de plan et 5 modifications des arrêtés de zonage (*une explication des modifications est annexée (voir tableau 3B)*).

The conclusion of this productive exchange allowed for the board to determine objectives and solutions to the current challenges including most importantly retaining the services of an additional planner to support current planning staff.

Amendments - In 2020, a total of 6 by-laws were prepared: 1 plan amendment and 5 zoning by-law amendments (*an explanation of amendments is supplied in table 3B (see appendix)*).

Arrêtés - By-laws

Community Communauté	Plan	Zoning/ Zonage	TOTAL
Atholville	-	2	2
Campbellton	1	1	2
Charlo	-	1	1
Kedgwick	-	1	1
TOTAL	1	5	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

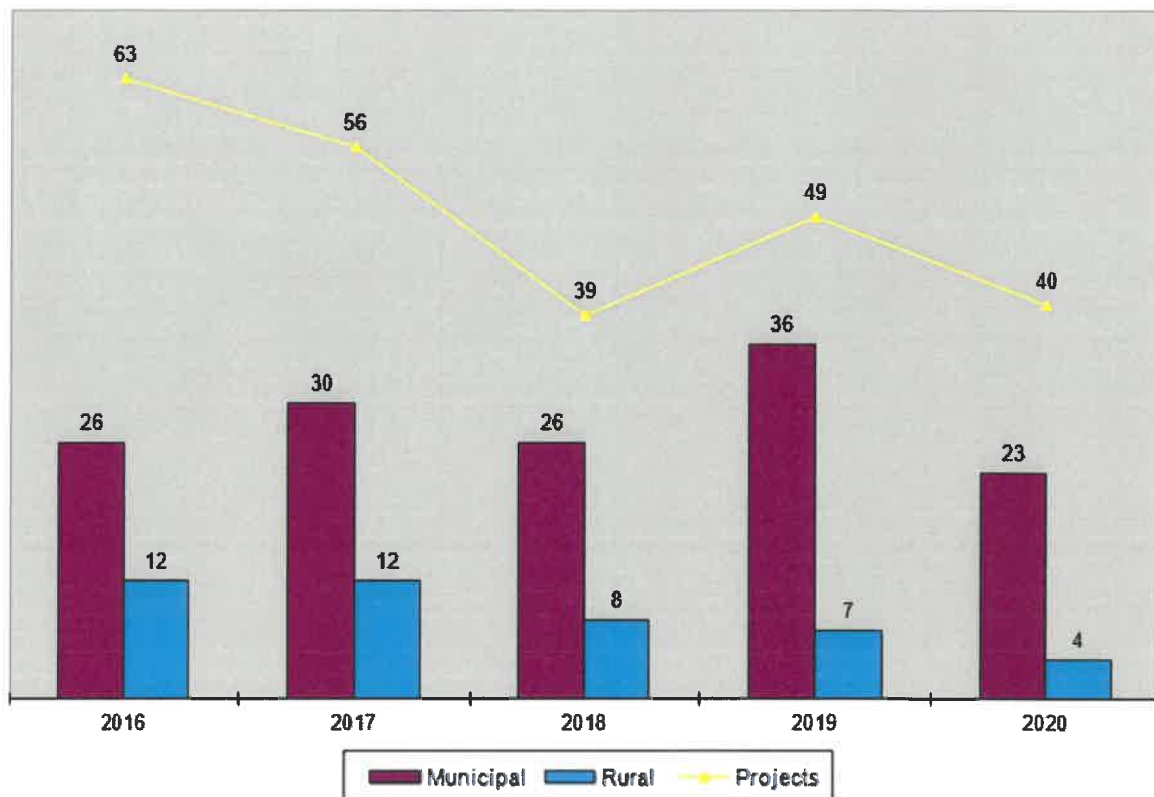
Les agents d'aménagements reçoivent les plans de lotissement provisoires et finaux, afin de les analyser et de les approuver suivant la consultation applicable auprès des autorités locales et provinciales. Le graphique suivant illustre qu'il y a eu 40 projets de lotissement en 2020, impliquant la création de 27 nouveaux lots, donc 23 dans les municipalités et 4 dans le milieu rural. (Voir sommaire du nombre de lots et projets par endroit sous le graphique 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 following graph depicts that there were 40 subdivision projects during 2020, involving the creation of 27 new lots - 23 in the municipalities and 4 in the rural areas. (See summary of number of lots and projects by area below the following graph).

Projets de Lotissement - Subdivision Projects



MUNICIPAL	Projects/Projets	Lots	Parcels/Parcelles
Atholville	6	5	1
Balmoral	4	2	3
Campbellton	2	2	0
Charlo	2	2	0
Dalhousie	2	0	2
Eel River Dundee	8	8	3
Kedgwick	7	4	7
Tide Head	2	0	3
Total Municipal	33	23	19
RURAL	Projects/Projets	Lots	Parcels/Parcelles
Eldon	1	0	1
Flatlands	1	0	1
Glencoe	1	1	0
Mann's Mountain	1	0	1
McLeods	1	1	0
St Jean Baptiste	1	1	0
St-Maure	1	1	0
Total Rural	7	4	3
Total CSR Restigouche RSC	40	27	22

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 2020, 14 lettres de confirmation furent complétées :

- 2 Village d'Atholville*
- 4 Ville de Campbellton*
- 1 Village de Charlo
- 1 Communauté rurale de Kedgwick*
- 1 Village de Tide Head
- 5 Secteur rural*

14 Total

** frais de services applicables*

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

En 2020, **599** permis de construction ont été émis pour une valeur totale de construction de **13,878,421\$**

- Territoire municipal: 511 permis pour une valeur de 11,924,771\$ (voir le TABLEAU 1 en annexe pour la répartition par communauté)
- Territoire rural: 88 permis pour une valeur de 1,953,650\$ (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 2020, 14 zoning confirmations were completed:

- 2 Village of Atholville*
- 4 City of Campbellton*
- 1 Village of Charlo*
- 1 Kedgwick Rural Community*
- 1 Village of Tide Head
- 5 Rural sector*

14 Total

**Service fees applicable*

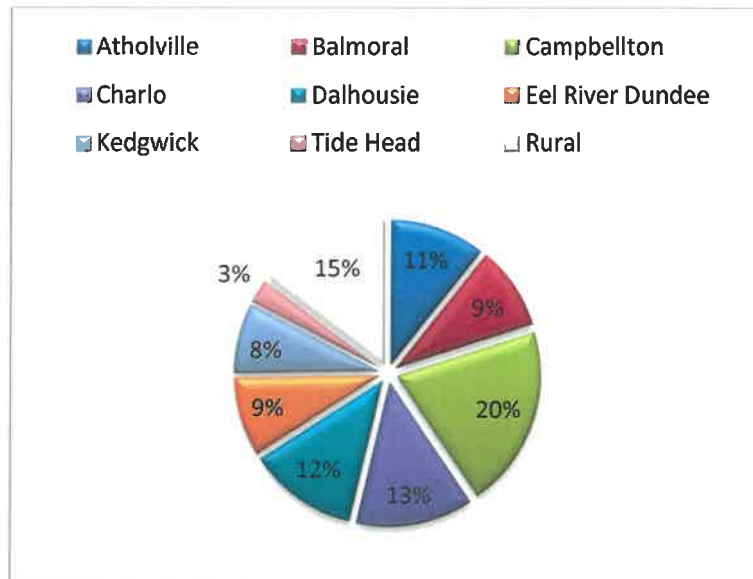
Construction - Building Inspectors ensure that construction projects conform to building by-laws and regulations.

In 2020, a total of **599** building permits were issued, for a total construction value of **\$13,878,421**

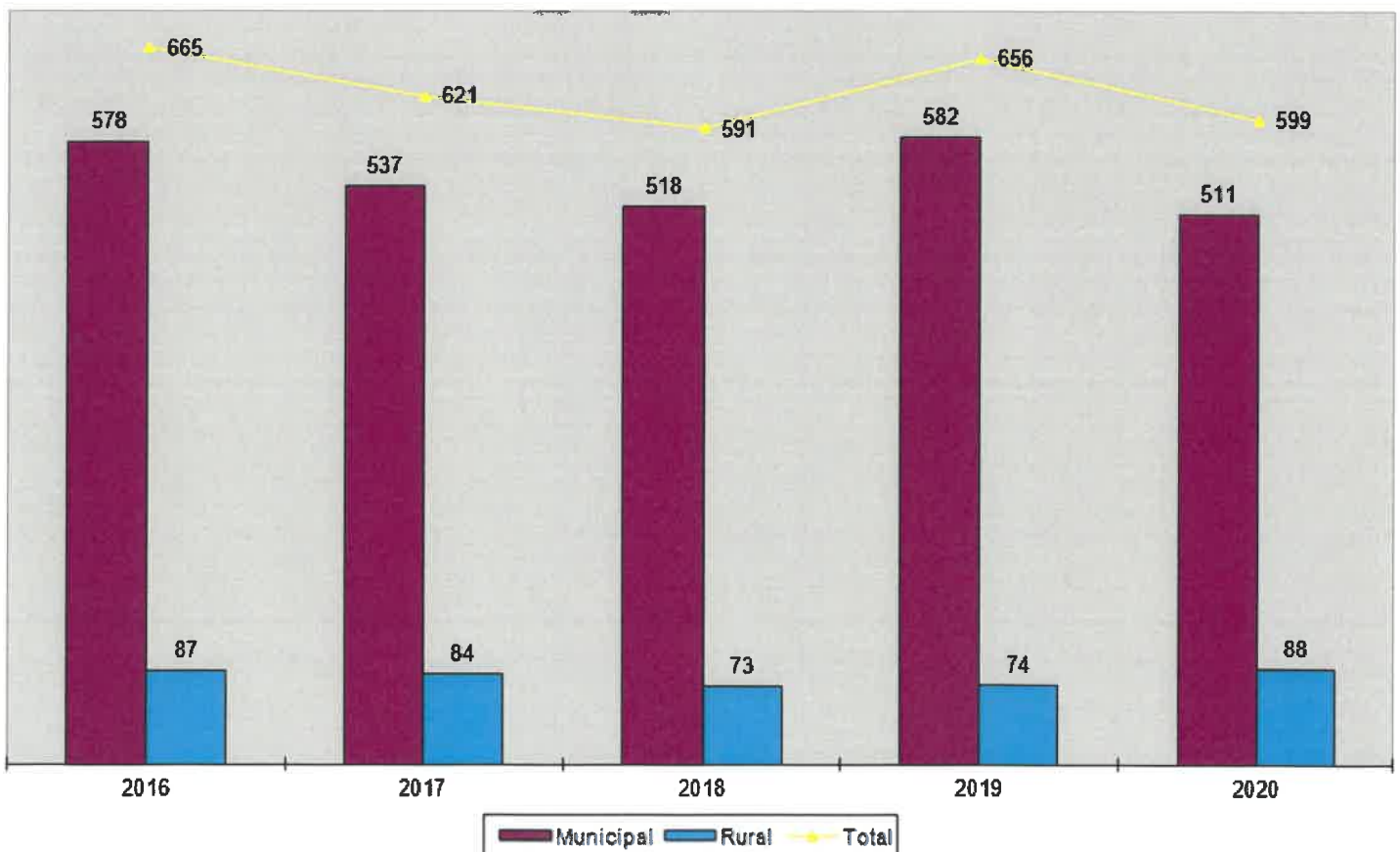
- Municipal territory: 511 permits for a value of \$11,924,771 (See TABLE 1 in appendix for details per municipality)
- Rural territory: 88 permits for a value of \$1,953,650 (See TABLE 2 in appendix for details per parish)

Permis de construction 2020 Building Permits

TOTAL : 599 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 2020, les permis ont générés 44,760\$ soit 35,811\$ pour les municipalités et 8,949\$ 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 2020, 24 nouvelles résidences ont été construites sur le territoire de la Commission:

- 4 en milieu rural et 20 dans les municipalités.

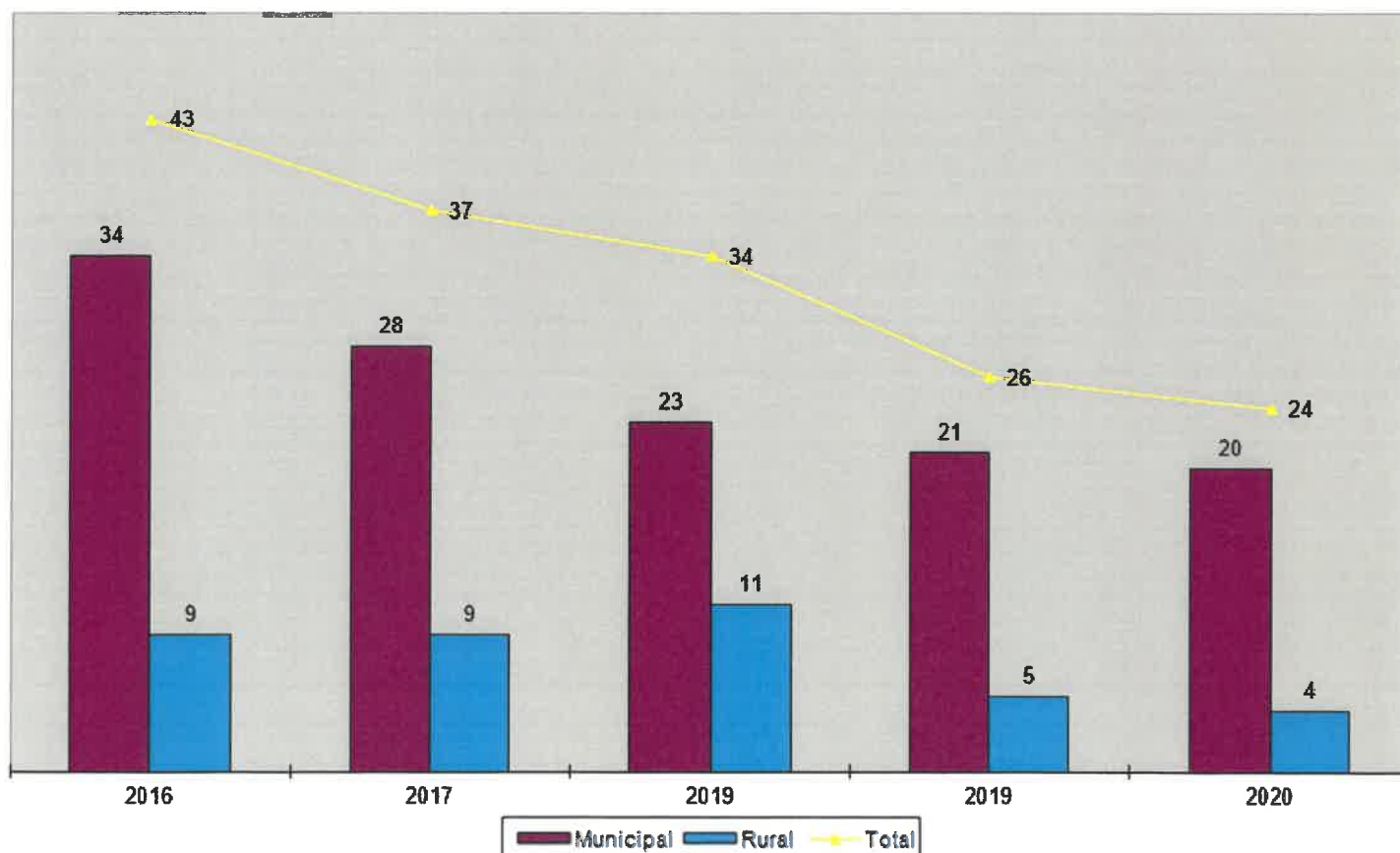
Building Permit Fees - The fees for building permits are collected and returned to municipalities and to the Department of Environment and Local Government for Local service districts (LSDs).

In 2020, permits generated \$44,760 being \$35,811 for municipalities and \$8,949 for LSDs (See summary at bottom of Tables 1 and 2).

Housing starts - The building permit stats reveal that during 2020, 24 new residences were constructed within the Commission boundaries:

- 4 in the rural areas and 20 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 2020, dix (10) réunions régulières ont eu lieu et le CCMU a traité 29 dossiers/cas. De ces demandes, il y a eu un total de 43 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).
- 35 demandes liées à l'ajustement des arrêtés et règlements de zonage, (voir tableau 3A)
- 3 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 2020, and the PRAC dealt with 29 files/cases which resulted in 43 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).
- 35 queries linked to the adjustments of zoning by-laws and regulations; (see Table 3A)
- 3 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 2020 Planning Review and Adjustment Committee

Membre/Member	Depuis/ Since	Présence/ Attendance	Per Diem Payé/paid	Dépenses/ Expenses	TOTAL
Kenneth Savoie (Dalhousie) (Président/Chairman)	2010	8/10	\$600	\$117	\$717
Marc Savoie (Eel River Dundee) (Vice-président/Vice Chairman)	2014	8/10	\$600	\$99	\$699
Maurice Power (Atholville)	2016	9/10	\$675	\$8	\$683
Pierre Levesque (Balmoral)	2014	8/10	\$600	\$75	\$675
Jean-Paul McIntyre (Campbellton)	2015	9/10	\$675	\$15	\$690
Doug Petersen (Charlo)	1993-2001 2005-2012 2018	8/10	\$600	\$140	\$740
Réginald Pelletier (Kedgwick)	2019	5/10	\$375	\$185	\$560
Allan Dickson (Tide Head)	2016	9/10	\$675	\$26	\$701
Greg Dion (DSL/LSD) – Glen Levit	2007	6/10	\$450	\$36	\$486
Kim Firlotte (DSL/LSD) - Chaleur	2016	8/10	\$600	\$212	\$812
Totals:			\$5,850	\$913	\$6,763

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	1,944,000	2	405,000	5	969,500	1	200,000	2	640,000	1	4,000	4	858,000	0	0	22	5,020,500
Résidentiel Modification	48	430,464	49	439,200	96	669,670	61	723,000	63	487,120	48	487,120	33	340,524	15	101,960	413	3,594,043
Commercial / New/Nouveau	0	0	2	450,000	0	0	0	0	0	0	0	0	0	0	0	0	2	450,000
Commercial Modification	4	338,800	3	51,000	13	363,500	6	593,300	5	56,728	2	5,000	4	126,500	0	0	37	1,530,828
Institutional / New/Nouveau	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Institutionnel Modification	2	15,500	0	0	7	552,000	1	2,000	2	69,500	2	18,000	1	2,000	0	0	15	659,000
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	1	20,000	0	0	0	0	0	0	1	20,000
Park / New/Nouveau	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Parc Modification	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
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	1	0	0	0	0	0	0	0	0	0	1	0
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	0	0	0	0	0	0	0	0	1	50,000	0	0	1	0	2	50,000
Cottage / New/Nouveau	1	100,000	0	0	0	0	1	165,600	0	0	0	0	2	55,000	0	0	4	320,600
Chalet Modification	0	0	0	0	0	0	6	60,800	0	0	0	0	1	3,500	0	0	7	64,300
Other / Autre	2	203,200	0	0	1	1,000	2	10,300	0	0	0	0	2	1,000	0	0	7	215,500
Total 2020	64	3,031,964	56	1,345,200	122	2,555,670	79	1,755,000	73	1,273,348	54	479,105	47	1,386,524	16	101,960	510	11,924,771
<i>Total 2019</i>	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
Change	-34	-29,559,559	8	-422,550	-27	-5,956,921	13	446,935	-12	-3,097,840	-5	-1,147,810	-6	-1,142,376	-8	-131,240	-72	-41,015,361
Total des tarifs/ Sum of Fees		\$6,634	\$2,150		\$12,204		\$3,830		\$6,552		\$1,110		\$3,121		\$210		<u>\$35,811</u>	

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

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

By-law / Arrêté	2	-	1	1	-	1	-	-	5
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ADJUSTMENT FUNCTIONS / FONCTIONS D'AJUSTEMENT

Zoning / Zonage

Building or structure dimensions / Dimensions de bâtiment ou construction	-	-	5	-	-	1	-	-	4	10
Set-back / Recul	-	-	3	3	-	-	2	-	1	9
Building or structure height / Hauteur de bâtiment ou construction	-	-	3	-	-	-	-	-	1	4
Conditional use / Usage conditionnel	-	-	1	3	2	-	-	-	1	7
Similar use / Usage semblable	-	1	-	2	-	-	-	-	-	3
Temporary use/ Usage temporaire	-	-	-	1	-	-	-	-	-	1
Variance on sign provisions/ Dérogation enseigne	-	-	-	1	-	-	-	-	-	1
Total	0	1	12	10	2	1	2	0	7	35

Lot dimensions / Dimensions de lot	1	-	-	-	-	2	-	-	-	3
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TOTAL (ADJUSTMENT / AJUSTEMENT)

1	1	12	10	2	3	2	0	7	38
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GRAND TOTAL

3	1	13	11	2	3	3	0	7	43
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Tableau 3B – Résolutions du CCMU/ Rédaction d'arrêtésTable 3B – PRAC Résolutions/ By-law Drafting

ATHOLVILLE	ATHOLVILLE
Plan rural du village d'Atholville – re-désigner la propriété située au 262 Notre Dame, de Services collectifs 1 (SC 1) à Commerciale locale (C2), sous réserve de conditions - pour accueillir «un entrepôt pour l'entreposage de biens personnels et véhicules ». Le CCMU a recommandé au Conseil que la modification soit ADOPTÉ TEL QUE PRÉSENTÉ. *Arrêté No. Z-20-1, l'annexe B – carte de zonage et l'Annexe B-1 – résolution, furent rédigés et adoptés	Village of Atholville rural plan – redesignate land use of the property located at 262 Notre Dame, from Institutional 1 (INST 1) to a Local Commercial (LC), subject to conditions - to accommodate “a warehouse for storage of personal belongings and vehicles”. The PRAC recommended to Council that the amendment BE ADOPTED AS PRESENTED. * By-law No Z-20-1, Schedule B – Zoning map and Schedule B1 - resolution were drafted and adopted
Modification du plan rural du village d'Atholville pour modifier le zonage d'une propriété vacante située sur le chemin McKendrick (route 275) à Atholville, de Résidentiel rural (R3) et Développement rural (DR) à Services collectifs 1 (SC1) sous réserve de conditions pour permettre les antennes de radiodiffusion fixées à un pylône tubulaire de 120 pieds de hauteur et des bâtiments et structures accessoires. Le Comité a recommandé au Conseil du Village d'Atholville que l'amendement SOIT APPROUVÉ SOUS RÉSERVE DE RÉVISIONS. *Arrêté No. Z-20-2, l'annexe C – carte de zonage, l'annexe C-2 plan de localisation proposé et l'entente concernant des modalités et des conditions furent rédigés, préparés et adoptés	Amendment to the Village of Atholville Rural Plan to rezone a vacant property located on McKendrick Road (Route 275) in Atholville, from Rural Residential (R3) and Rural Development (RD) to Institutional 1 (INST 1) subject to conditions to permit radio broadcasting antennas fastened to a 120 foot high tubular pole and accessory buildings and structures. The Committee recommended to the Village of Atholville Council that the amendment BE APPROVED SUBJECT TO REVISIONS. * By-law No Z-20-2, Schedule C – Zoning map, Schedule C-2 Proposed site plan and agreement document regarding terms and conditions were drafted, prepared and adopted
CAMPBELLTON	CAMPBELLTON
Modification de zonage parcellaire de la propriété au 2, promenade Aspen à Campbellton, N.-B., de Résidentielle unifamiliale (R1) à Résidentielle multifamiliale (R3) pour accommoder un bâtiment multiple (usage légal non-conforme) pour permettre la construction d'un agrandissement à un bâtiment accessoire existant. Il est proposé et appuyé que le comité Consultatif en matière d'urbanisme de la Commission de Service Régionaux Restigouche recommande au Conseil municipal de Campbellton que le projet d'Arrêté No M-1-18 et le projet d'Arrêté No Z-1-53 SOIENT APPROUVÉS TELS QUE PRÉSENTÉS. * Arrêté du plan M-1-18 et l'Arrêté de zonage Z-1-53 furent rédigés Ce dossier a fait l'objet d'un examen juridique et nécessitera des ajustements et devra être présenté à nouveau au CCMU.	Amendment/spot zoning of the property located at 2 Aspen Drive in Campbellton, NB from Single-Family Residential (R1) to Multiple Residential (R3) Zone to accommodate an existing multiple dwelling (legal non-conforming use) to allow for the construction of an addition to an existing accessory building. It was moved and seconded that the Restigouche RSC PRAC recommend to the City of Campbellton Council that proposed By-law No. M-1-18 and proposed By-law No. Z-1-53 BE APPROVED AS PRESENTED. * Municipal plan By-law M-1-18 and zoning By-law Z-1-53 were drafted <i>This file underwent legal review and will require adjustment and will have to be re-presented to the PRAC.</i>

<u>Charlo</u> • Modification de zonage d'une partie de propriété située sur la rue Morris à Charlo, N.-B. (NID 50339597) de commercial routière 2 (CR2) et périphérique (PER) à périphérique en entier pour permettre la construction d'une habitation unifamiliale et, à long terme, une clinique de denturologiste. Le CCMU recommanda au Conseil du Village de Charlo que la modification SOIT APPROUVÉ SOUS RÉSERVE DE RÉVISIONS. *Arrêté No. 2005-12-06 et l'annexe B – carte de zonage, furent rédigés et adoptés	<u>Charlo</u> • Zoning amendment of a portion of property located on Morris Street in Charlo, NB (PID 50339597) from Highway Commercial 2 (HC2) and Peripheral (PER) Peripheral to allow for the construction of a single family dwelling and, in the long term, a denturist clinic. The PRAC recommended to the Council of the Village of Charlo that the modification BE APPROVED SUBJECT TO REVISION. *By-law No. 2005-12-06 and Schedule B – Zoning Map inset, were drafted and adopted
<u>Kedgwick</u> • Modification de zonage majeure du Plan rural pour les zones R1, R2, R3, C1, C2, C3, INST 1, V1, I1, RU1 et Ru2 qui aurons l'effet de changements aux dispositions sur les dimensions minimums de propriétés desservies par un système autonome d'évacuation des eaux usées, pour créer une consistance – ce processus à eu ses origines d'une demande pour permettre l'aménagement et la construction d'un bâtiment multiple de 4 unités sur un lot non-desservie. Le CCMU recommanda au Conseil de la Communauté rurale de Kedgwick que l'Arrêté 19-2020, un arrêté pour modifier l'Arrêté no. 19-2017, SOIENT APPROUVÉS TELS QUE PRÉSENTÉS. *L'Arrêté No. 19-2020 fut rédigé et adopté	<u>Kedgwick</u> • A major amendment of the Rural Plan for the R1, R2, R3, C1, C2, C3, INST1, V1, RU1, AND RU2 zones which will have the effect of changes to the minimum lot dimensions required for lots serviced by a private sewage disposal system, to create consistency – this process originated from a request for the development and construction of a 4 unit multiple dwelling on an unserviced lot. The PRAC recommended to the Council of the Rural Community of Kedgwick that By-law no. 19-2017, BE APPROVED IS PRESENTED. *By-law No. 19-2020 was drafted and adopted

Division des déchets solides Faits Saillants 2020

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 2020, la Station de transfert Restigouche a fonctionné avec un frais de déversement de 113\$/tonne, et a manipulé plus de 16,000 tonnes de matériaux, soit:

- 8,606 tonnes de déchets résidentiels
- 4,484 tonnes en déchets commerciaux/industriels
- 2,707 tonnes en déchets de construction/démolition
- 660 tonnes de matières recyclables.

Pour la saison de construction, nous avons offert un frais de déversement réduit à 80\$/tonne pour les déchets de construction propres.

Solid Waste Division 2020 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 2020, the Restigouche Transfer Station operated with a tipping fee of \$113/tonne, and handled more than 16,000 tonnes of material, namely:

- 8,606 tonnes of residential waste
- 4,484 tonnes of commercial/industrial waste
- 2,707 tonnes of construction/demolition waste
- 660 tonnes of recyclable materials.

During the construction season, we also offered a reduced tipping fee of \$80/ton for clean construction waste.

Tableau/Table A
Tonnage 2020

RESIDENTIAL SOLID WASTE/DÉCHETS RÉSIDENTIELS		
Atholville	1132	
Balmoral	471	
Campbellton	2,581	
Charlo	473	
Dalhousie	953	
Eel River Dundee	599	
Kedgwick	640	
Tide Head	312	
Local Service Districts / Districts de services locaux	1,223	
Première Nation Eel River Bar First Nation	222	
TOTAL RÉSIDENTIEL / RESIDENTIAL	8,606	52%
DÉCHETS COMMERCIAUX / COMMERCIAL WASTE (ICI)	4,484	27%
DÉCHETS CONSTRUCTION & DEMOLITION WASTE (C&D)	1,496	9%
DÉCHETS CONSTRUCTION & DEMOLITION WASTE (CLEAN C&D PROPRE)	1,211	7%
TOTAL WASTE/DÉCHETS	15,797	96%
Matières Recyclables/Recyclable materials	660	4%
TOTAL TONNAGE	16,457	100%
	Tonnes	

Le TABLEAU B ci-dessous démontre les détails du tonnage recueilli en 2020 grâce au programme de recyclage résidentiel. Il est à noter que nous avons dû suspendre la collecte des matières recyclables pendant 4 mois en raison de la pandémie, alors les chiffres représentent la collecte sur une période de 8 mois.

Dans l'ensemble, les recyclables amassés représentent 4% de nos déchets totaux, mais plus de 7% des déchets résidentiels.

TABLE B shows the details of the tonnage collected by community in 2020 through the curbside recycling program. It must be noted that we had to suspend the collection of recycling materials during 4 months due to the pandemic, therefore, the numbers represent collection over an 8 month period.

Overall, the recyclables collected amount to 4% of total waste, but more than 7% of total residential waste.

Tableau/Table B

RECYCLABLE MATERIALS COLLECTED 2020 MATIÈRES RECYCLABLES COLLECTÉES

Communauté Community	TOTAL RECYCLABLES	Population
Atholville	98.95	3570
Balmoral	48.46	1674
Campbellton	129.19	6883
Charlo	50.35	1310
Dalhousie	88.55	3126
Eel River Dundee	52.67	1953
Kedgwick	52.34	1964
Tide Head	30.41	938
LSDs/DSLs	105.38	3976
Eel River Bar*	3.79	418
TOTAL	660.09 tonnes	25,812

NOTE: Eel River Bar (large container/gros conteneur)

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 divers groupes/organismes et en disséminant de l'information au public en général. Cette année, en raison de la pandémie, les présentations n'ont pas pu être offertes alors nous avons concentré davantage les messages par l'entremise des réseaux sociaux.

Le succès de notre programme de recyclage est directement lié à la participation du public et nous apprécions leur engagement au Recyclage.

Une contribution financière annuelle du Fonds de fiducie pour l'environnement de la Province, nous permet de sensibiliser davantage la population au programme de recyclage, à la réduction des déchets et à l'élimination appropriée des déchets par l'entremise de 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 2020, nous avions 2400 abonnés. Ceux qui ont téléchargé l'application l'apprécie.
2. Suivre notre page Facebook **Recycle Restigouche** pour de l'information et des mises à jour.



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

En fin de l'année, il nous a fait énormément plaisir d'accompagner la Première Nation d'Eel River Bar dans la préparation de son intégration au programme de recyclage en début 2021.

Nous sommes fiers de dire que toute la région du Restigouche fait partie du programme de recyclage à domicile!

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, to various group/organizations and through information dissemination to the public in general. Due to the pandemic, we were unable to offer presentations, and therefore concentrated on messaging through social media.

The success of our recycling program is directly related to the public's participation and we greatly appreciate their commitment to Recycling.

An annual financial contribution received through the Province's Environmental Trust Fund allows us to raise awareness to the population with respect to the recycling program, waste reduction and proper disposal of waste through 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 2020, we had 2400 subscribers. Those who have downloaded the app really like it.
2. Follow our **Recycle Restigouche** Facebook Page for information and regular updates.



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

In the latter part of the year, we were very pleased to accompany the Eel River Bar First Nation in preparation for their onboarding to the curbside recycling program in early 2021.

We are proud to say that the whole Restigouche Region is part of our curbside recycling program!



Commission de services régionaux
RESTIGOUCHE
Regional Service Commission

ANNEXES / APPENDIXES



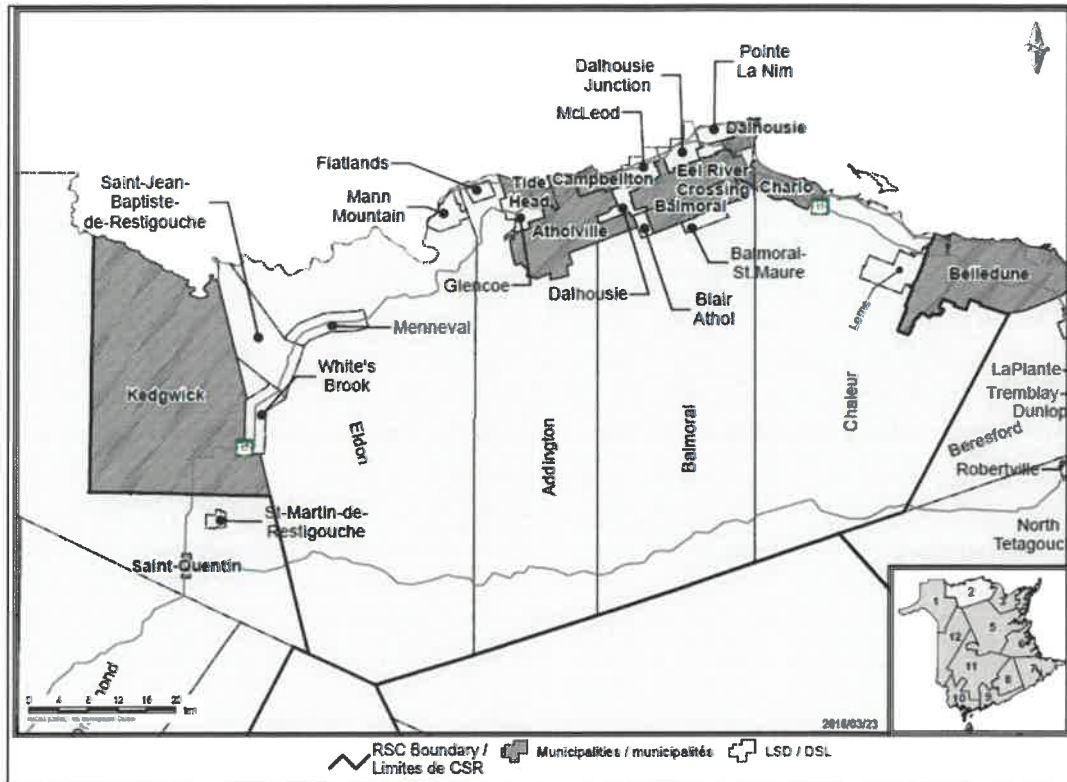
Commission de services régionaux
RESTIGOUCHE
Regional Service Commission

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 2020 Tax Base

\$1,722,824,850

Territoire desservi / Territory served:

7 - MUNICIPALITÉS/MUNICIPALITIES:

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

1 - COMMUNAUTÉ RURALE / RURAL COMMUNITY : Kedgwick

16 - 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 autre, 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, zonings, ...
- **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, zonings, ...
- **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 sert de tribune régionale pour évaluer l'efficacité des services de police. Elle cerne les enjeux d'intérêt commun dans leur région respective et guide 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 la Sécurité publique (coordonnateur régional des mesures d'urgences), les municipalités, les communautés rurales et les districts de services locaux planifient, coordonnent et mettent 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 a 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 peut être établi par la Commission sur une base régionale ou intra-régionale et peut 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 serves 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 serves 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** revendique 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.

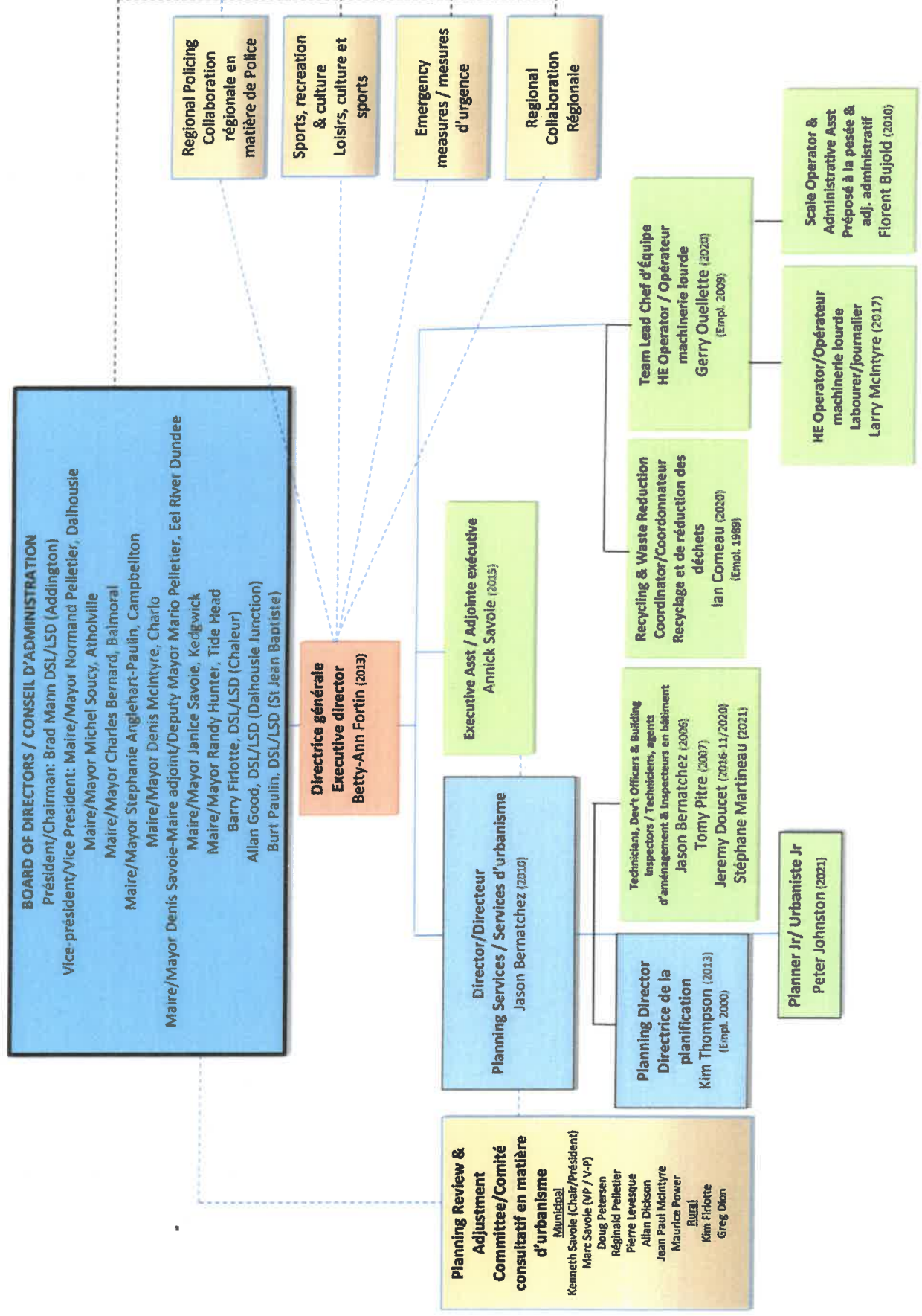
Within our mandate of acting as a regional forum for collaboration among communities on regional issues, the **RESTIGOUCHE RSC** intervenes on behalf of the region on issues where there is a consensus – **A REGIONAL VOICE!**

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: Brad Mann

Vice-président / Vice-Chair: Normand Pelletier

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
Maire adjoint/Deputy Mayor Mario Pelletier
- 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/Remplaçants :

- Billie-Jo Gauthier (Eldon)

Gouvernance & Présences

La Commission de services régionaux opère sous la gouvernance d'un Conseil d'administration de 12 membres (maires et présidents de DSLs). Pendant l'année 2020, le Conseil a tenu 11 réunions (10 régulières et la 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 2020, the Board held 11 meetings (10 regular board meetings and the annual meeting). Below is a status of attendance.

Membres / Members	Représentant/ Representing	Présence/Attendance
Michel Soucy	Atholville	10/11
Charles Bernard	Balmoral	11/11
Stephanie Anglehart-Paulin	Campbellton	-
Denis McIntyre	Charlo	11/11
Normand Pelletier	Dalhousie	11/11
Denis Savoie	Eel River Dundee	6/11
Mario Pelletier		5/11
Janice Savoie	Kedgwick	11/11
Randy Hunter	Tide Head	11/11
Barry Firlotte	DSL/LSD	11/11
Brad Mann	DSL/LSD	11/11
Allan Good	DSL/LSD	10/11
Burt Paulin	DSL/LSD	9/11
Remplaçants / Alternates		
Sterling Loga	Campbellton	10
Jean-Guy Levesque	Atholville	1

Honoraires & Dépenses des membres

Vous trouverez ci-dessous, les détails des dépenses accordées aux membres pour 2020 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 2020 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	\$2,400	\$20	\$2,420
Charles Bernard	\$3,375	\$459	\$3,834
Stephanie Anglehart-Paulin	\$ 0	\$ 0	\$ 0
Denis McIntyre	\$1,875	\$145	\$2,020
Normand Pelletier	\$2,175	\$172	\$2,347
Denis Savoie	\$3,375	\$268	\$3,643
Mario Pelletier	\$1,050	\$81	\$1,131
Janice Savoie	\$1,725	\$276	\$2,001
Randy Hunter	\$1,950	\$29	\$1,979
Barry Firlotte	\$2,550	\$354	\$2,904
Brad Mann	\$3,975	\$760	\$4,735
Allan Good	\$1,500	\$80	\$1,580
Burt Paulin	\$1,500	\$309	\$1,809
Remplaçants/Alternates			
Sterling Loga (Campbellton)	\$1,800	\$20	\$1,820
Jean-Guy Levesque (Atholville)	\$ 150	\$12	\$162
	\$ 29,400	\$ 2,985	\$ 32,385



Commission de services régionaux
RESTIGOUCHE
Regional Service Commission

ANNEXE / APPENDIX 2

ÉTATS FINANCIERS VÉRIFIÉS 2020 AUDITED FINANCIAL STATEMENTS

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

CONSOLIDATED FINANCIAL STATEMENTS

**FOR THE YEAR ENDED
DECEMBER 31, 2020**



Allen, Paquet & Arseneau LLP

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RESTIGOUCHE REGIONAL SERVICE COMMISSION /
COMMISSION DE SERVICES RÉGIONAUX RESTIGOUCHE

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For the Year Ended December 31, 2020

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Consolidated Statement of Financial Position	5.
Consolidated Statement of Changes in Net Debt	6.
Consolidated Statement of Cash Flow	7.
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1.

**RESTIGOUCHE REGIONAL SERVICE COMMISSION /
COMMISSION DE SERVICES RÉGIONAUX RESTIGOUCHE**
Consolidated Financial Statements
Year ended December 31, 2020

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



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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, 2020, and the consolidated statement of operations, change in net debt 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, 2020, and the consolidated results of its operations, its consolidated changes in net debt and its consolidated 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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Independent Auditors' Report (cont'd)

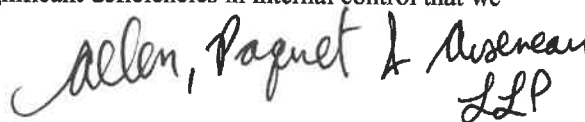
We also:

- 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

April 6, 2021



Chartered Professional Accountants

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

**Consolidated Statement of Operations
For the Year Ended December 31**

	2020	2020	2019
	(Unaudited) Budget Note 12	Actual	Actual
REVENUE			
Member Charges	\$ 1,729,799	\$ 1,754,155	\$ 1,662,379
Sale of Services	805,130	827,805	967,715
Other Revenue	47,941	74,055	63,149
Gain From Disposal of Capital Assets	-	7,000	-
Interest	-	210	907
	<u>2,582,870</u>	<u>2,663,225</u>	<u>2,694,150</u>
EXPENDITURES			
Administration	430,575	434,314	447,017
Fiscal Services	65,084	58,126	82,250
Governance	42,000	40,774	42,799
Planning and Building Inspection Services	393,279	350,976	350,148
Regional Emergency Measures Planning	500	-	-
Solid Waste Services	1,722,698	1,783,134	1,731,600
	<u>2,654,136</u>	<u>2,667,324</u>	<u>2,653,814</u>
ANNUAL SURPLUS (DEFICIT)	\$ (71,266)	\$ (4,099)	\$ 40,336
ACCUMULATED SURPLUS, Beginning of Year		964,765	924,429
ACCUMULATED SURPLUS, End of Year		\$ 960,666	\$ 964,765

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

Consolidated Statement of Financial Position

As at December 31	2020	2019
FINANCIAL ASSETS		
Cash and Short Term Investments (Note 3)	\$ 230,360	\$ 276,617
Receivables		
General	497,096	575,881
Due from Federal Government (Note 4)	30,141	28,564
	\$ 757,597	\$ 881,062
LIABILITIES		
Accounts Payable and Accrued Liabilities	\$ 181,848	\$ 171,137
Long Term Debt (Note 5)	932,000	1,107,000
	1,113,848	1,278,137
NET DEBT	(356,251)	(397,075)
NON-FINANCIAL ASSETS		
Tangible Capital Assets (Note 8)	1,979,191	2,020,904
Accumulated Amortization	(666,738)	(663,528)
	1,312,453	1,357,376
Prepaid Expenses	4,464	4,464
	1,316,917	1,361,840
ACCUMULATED SURPLUS (Page 4)	\$ 960,666	\$ 964,765

On Behalf of the Directors



Director



Director

**RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX
RESTIGOUCHE****Consolidated Statement of Changes in Net Debt
For the Year Ended December 31**

	2020	2019
Annual Surplus (Deficit) (Page 4)	\$(4,099)	40,336
Acquisition of Tangible Capital Assets	(28,847)	-
Proceeds on Disposal of Tangible Capital Assets	7,000	-
Amortization of Tangible Capital Assets	73,770	71,553
Gain on Sale of Tangible Capital Assets	(7,000)	-
	40,824	111,889
(INCREASE) DECREASE IN NET DEBT	40,824	111,889
NET DEBT, Beginning of Year (Page 5)	(397,075)	(508,964)
NET DEBT, End of Year	\$(356,251)	\$(397,075)

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

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

	2020	2019
OPERATING TRANSACTIONS		
Annual Surplus (Deficit)	\$(4,099)	\$ 40,336
Amortization of Tangible Capital Assets	73,770	71,553
Receivables		
General	78,785	171,547
Due from Federal Government	(1,577)	132,115
Accounts Payable and Accrued Liabilities	10,711	(288,174)
	<u>157,590</u>	<u>127,377</u>
CAPITAL TRANSACTIONS		
Acquisition of Tangible Capital Assets	(28,847)	-
FINANCING TRANSACTIONS		
Short Term Loans	-	(1,127,102)
Long Term Debt	(175,000)	1,038,000
	<u>(175,000)</u>	<u>(89,102)</u>
INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	(46,257)	38,275
CASH AND CASH EQUIVALENTS, Beginning of Year	276,617	238,342
CASH AND CASH EQUIVALENTS, End of Year (Note 3)	\$ 230,360	\$ 276,617

1. PURPOSE OF THE ORGANIZATION

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

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

2. SIGNIFICANT ACCOUNTING POLICIES

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

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

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

(a) Reporting Entity

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

Interdepartmental and organizational transactions and balances are eliminated.

(b) Budget

The budget figures contained in these consolidated financial statements were approved by the Board on November 26, 2019.

(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

	2020	2019
Term Deposits in Reserve Funds (Unrestricted)	\$ 185,122	\$ 129,911
Cash (Unrestricted)	45,238	146,706
	\$ 230,360	\$ 276,617

The unrestricted cash includes \$7,709 designated by the commission itself to fund the long term debt related to the recycling bins purchased by the City of Campbellton.

**RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX
RESTIGOUCHE**
Notes to the Consolidated Financial Statements
For the Year Ended December 31, 2020

4. DUE FROM FEDERAL GOVERNMENT

	2020	2019
Canada Revenue Agency - HST Refund	\$ 30,141	\$ 28,564

5. LONG TERM DEBT

	2020	2019
Serial debenture with interest of 3.85%, repaid during the year	\$ -	\$ 35,000
New Brunswick Municipal Finance Corporation, debentures, variable interest rate from 2.0% to 3.35%, principal payable annually and interest semi annually, due in 2039 O.I.C. # 18-0017	\$ 932,000	\$ 1,072,000

Total Debt	\$ 932,000	\$ 1,107,000
------------	------------	--------------

Principal payments of long term debt are due as follows:

2021	\$ 142,000
2022	145,000
2023	149,000
2024	51,000
2025	34,000
	\$ 521,000

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

6. COMMITMENTS

Office and Equipment Leases

The Commission has entered into a lease agreement for office premises commencing in January 1, 2020 requiring annual lease payments of \$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.

7. INTER-FUND BORROWING

In accordance with regulations of the Minister of Environment and Local Government, the Commission has adopted the policy of clearing all inter-fund account balances at least annually. The Commission is in compliance with this requirement as at December 31, 2020.

RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX RESTIGOUCHE

Notes to the Consolidated Financial Statements

For the Year Ended December 31, 2020

8. SCHEDULE OF TANGIBLE CAPITAL ASSETS

	Land	Land Improvement	Buildings	Heavy Equipment	Machinery and Equipment	Vehicles	Office Equipment	Computer Equipment	2020 Total	2019 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	\$ 2,020,904
Add: Net Additions During the Year	-	-	-	-	-	-	-	28,847	28,847	-
Less: Disposals during the Year	-	-	-	-	(70,560)	-	-	-	(70,560)	-
BALANCE, END OF YEAR	31,683	62,747	1,001,096	640,817	157,914	3,955	15,097	65,882	1,979,191	2,020,904
ACCUMULATED AMORTIZATION										
Balance, Beginning of Year	-	14,116	111,932	252,919	228,474	3,955	15,097	37,035	663,528	591,975
Add: Amortization During the Year	-	3,137	25,027	42,721	-	-	-	2,885	73,770	71,553
disposals	-	-	-	-	(70,560)	-	-	-	(70,560)	-
BALANCE, END OF YEAR	-	17,253	136,959	295,640	157,914	3,955	15,097	39,920	666,738	663,528
NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS										
	\$ 31,683	\$ 45,494	\$ 864,137	\$ 345,177	\$ -	\$ -	\$ -	\$ 25,962	\$ 1,312,453	\$ 1,357,376
Consists of:										
Solid Waste Fund Assets	\$ 31,683	\$ 45,494	\$ 864,137	\$ 345,177	\$ -	\$ -	\$ -	\$ 25,962	\$ 1,312,453	\$ 1,357,376
	\$ 31,683	\$ 45,494	\$ 864,137	\$ 345,177	\$ -	\$ -	\$ -	\$ 25,962	\$ 1,312,453	\$ 1,357,376

RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX RESTIGOUCHE

**Notes to the Consolidated Financial Statements
For the Year Ended December 31, 2020**

9. SCHEDULE OF SEGMENT DISCLOSURE

	Other Shared Services	Corporate Services	Co-operative and Regional Planning	Local Planning	Solid Waste Services	Total 2020	Total 2019
REVENUES							
Member Charges	\$ 162,620	\$ -	\$ 32,861	\$ 537,093	\$ 1,021,581	\$ 1,754,155	\$ 1,662,379
Sales of Services	-	-	-	-	827,805	827,805	967,715
Other Revenue	-	6,309	500	5,001	62,245	74,055	63,149
Interest	-	-	-	14	196	210	907
Gain From Disposal of Capital Assets	-	-	-	-	7,000	7,000	-
	162,620	6,309	33,361	542,108	1,918,827	2,663,225	2,694,150
EXPENDITURES							
Salaries and Benefits	-	98,972	-	315,146	259,099	673,217	666,167
Goods and Services	162,620	80,038	-	137,614	1,520,755	1,901,027	1,900,328
Amortization	-	-	-	-	73,770	73,770	71,553
Interest	-	-	-	-	19,310	19,310	15,766
	162,620	179,010	-	452,760	1,872,934	2,667,324	2,653,814
SURPLUS (DEFICIT)							
FOR THE YEAR	\$ -	\$ (172,701)	\$ 33,361	\$ 89,348	\$ 45,893	\$ (4,099)	\$ 40,336

RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX RESTIGOUICHE
Notes to the Consolidated Financial Statements
For the Year Ended December 31, 2020

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
2020 ANNUAL SURPLUS (DEFICIT) PER PSAB	\$ (1,180)	\$ 35,797	\$ 34,844	\$ -	\$ (73,770)	\$ 1	\$ 14	\$ 52	\$ 144	\$ -	\$ (4,098)
Adjustments to Annual Surplus (Deficit) for Funding Requirements											
Second Previous Year's Surplus (Deficit)	7,820	17,664	77,148	-	-	-	-	-	-	-	102,632
Transfers Between Funds											
Solid Waste Operating Fund to Solid Waste Capital Reserve Fund	-	-	(25,000)	-	-	-	-	-	25,000	-	-
Local Planning Capital Reserve to Local Planning Capital Fund	-	-	-	10,000	-	-	(10,000)	-	-	-	-
Capital expenditures	-	(18,846)	-	18,846	-	-	-	-	-	-	-
Local Planning Operating to Local Planning Operating Reserve Fund	-	(2,500)	-	-	-	2,500	-	-	-	-	-
Long-Term Debt Principal Repayment	-	-	(175,000)	-	175,000	-	-	-	-	-	-
Contribution from municipalities	-	-	93,000	-	(93,000)	-	-	-	-	-	-
Amortization Expense	-	-	-	-	73,770	-	-	-	-	-	73,770
Amount designated to fund Long Term Debt	-	-	(7,709)	-	-	-	-	-	-	-	(7,709)
Total Adjustments to 2020 Annual Surplus (Deficit)	7,820	(3,682)	(37,561)	28,846	155,770	2,500	(10,000)	-	25,000	-	168,693
2020 ANNUAL FUND SURPLUS (DEFICIT) FOR FUNDING PURPOSES	6,640	\$ 32,115	\$ (2,717)	\$ 28,846	\$ 82,000	\$ 2,501	\$ (9,986)	\$ 52	\$ 25,144	\$ -	\$ 164,595
2020 annual surplus (deficit) per PNB requirements	\$ 6,640	\$ 32,115	\$ (2,717)	\$ 28,846	\$ 82,000	\$ 2,501	\$ (9,986)	\$ 52	\$ 25,144	\$ -	

RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX RESTIGOUCHE

Notes to the Consolidated Financial Statements For the Year Ended December 31, 2020

11. STATEMENT OF RESERVES

	Planning Operating Reserve Fund	Planning Capital Reserve Fund	Solid Waste Operating Reserve Fund	Solid Waste Capital Reserve Fund	Total 2020	Total 2019
ASSETS						
Cash	\$ 25,001	\$ 17,608	\$ 29,254	\$ 113,259	\$ 185,122	\$ 129,911
Due from Operating Fund	2,500	-	-	25,000	27,500	55,000
	27,501	17,608	29,254	138,259	212,622	184,911
LIABILITIES						
Due to Capital Fund	-	10,000	-	-	10,000	-
Due to Operating Fund	-	-	-	-	-	-
	-	10,000	-	-	10,000	-
ACCUMULATED SURPLUS	\$ 27,501	\$ 7,608	\$ 29,254	\$ 138,259	\$ 202,622	\$ 184,911
TOTAL LIABILITIES AND ACCUMULATED SURPLUS	27,501	17,608	29,254	138,259	212,622	184,911
REVENUE						
Interest	\$ 1	\$ 14	\$ 52	\$ 144	\$ 211	\$ 907
Transfers from Operating Fund	2,500	-	-	25,000	27,500	55,000
	2,501	14	52	25,144	27,711	55,907
EXPENDITURES						
Transfer to Capital Fund	-	10,000	-	-	10,000	-
	-	10,000	-	-	10,000	-
ANNUAL SURPLUS (DEFICIT)	\$ 2,501	\$ (9,986)	\$ 52	\$ 25,144	\$ 17,711	\$ 55,907
Enhanced Investment Business	\$25,001	0.05%				
Enhanced Investment Business	\$29,254	0.05%				
Enhanced Investment Business	\$113,259	0.05%				
Enhanced Investment Business	\$17,608	0.05%				

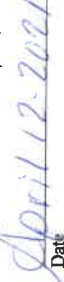
Commission Resolution regarding transfers to reserves:

Moved by Director Charles Bernard, seconded by Director Michel Soucy that \$2,500 be transferred from the Local Planning Operating Fund to the Local Planning Operating 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 \$10,000 be transferred from the Local Planning Capital Reserve Fund to the Local Planning Capital Fund.

I hereby certify that the above is true and an exact copy of the resolution adopted at a special meeting of the Board of Directors on December 17, 2020.

 
Betty-Ann Fortin
Executive Director

Restigouche Regional Service Commission/Commission de Services Régionaux Restigouche

RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX RESTIGOUCHE

Notes to the Consolidated Financial Statements

For the Year Ended December 31, 2020

12. OPERATING BUDGET TO PSA BUDGET

	Other		Co-operative and		Local Planning		Solid Waste					
	Shared Operating		Regional Planning		Operating Budget		Operating Budget		Amortization	Transfers	Total	
Revenues	Budget	Operating Budget	Operating Budget	Operating Budget	Operating Budget	Operating Budget	Operating Budget	Operating Budget				
Member Charges	162,620	\$ -	\$ -	\$ 32,860	\$ 537,094	\$ 997,225	\$ 805,130	\$ -	\$ -	\$ -	\$ 1,729,799	
Sale of Services	-	-	-	-	-	-	-	-	-	-	805,130	
Co-operative and Regional Planning Services	-	-	32,860	-	-	-	-	-	(32,860)	-	-	
Local Planning Services	-	-	53,522	-	-	-	-	-	(53,522)	-	-	
Solid Waste Services	-	-	82,953	-	-	-	-	-	(82,953)	-	-	
Surplus of Second Previous Year	-	-	7,820	-	17,664	77,148	-	-	(102,632)	-	-	
Other Revenue	-	-	-	-	-	47,941	-	-	-	-	47,941	
	162,620	177,155	32,860	554,758	1,927,444	-	(271,967)	-	-	-	2,582,870	
Expenditures												
Administration	162,620	134,655	-	32,860	107,800	25,500	350,381	-	(371,836)	-	430,575	
Fiscal Services	-	-	-	-	53,679	-	-	-	-	-	65,084	
Governance	-	42,000	-	-	-	-	-	-	-	-	42,000	
Planning and Building Inspection Services	-	-	-	-	393,279	-	-	-	-	-	393,279	
Solid Waste Services	-	-	-	-	-	1,648,928	-	73,770	-	-	1,722,698	
Regional Emergency Measures Planning	-	500	-	-	-	-	-	-	-	-	500	
	162,620	177,155	32,860	554,758	2,024,809	73,770	(371,836)	-	-	-	2,654,136	
Surplus (Deficit)	-	\$ -	\$ -	\$ -	\$ -	\$ (73,770)	\$ 99,869	\$ (71,266)	-	-	-	

**RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX
RESTIGOUCHE**
Notes to the Consolidated Financial Statements
For the Year Ended December 31, 2020

13. REVENUE AND EXPENDITURES SUPPORT

	(Unaudited) 2020 Budget	2020 Actual	2019 Actual
REVENUE			
<u>Co-operative and Regional Planning</u>			
<i>Member Charges</i>			
- Atholville	\$ 4,470	\$ 4,470	\$ 4,284
- Balmoral	2,041	2,041	1,944
- Campbellton	10,266	10,266	9,842
- Charlo	1,665	1,665	1,585
- Dalhousie	4,222	4,222	4,054
- Eel River Crossing	2,074	2,074	1,989
- Kedgwick	2,434	2,434	2,289
- Tide Head	1,196	1,196	1,157
- Local Service Districts	4,492	4,493	4,297
	32,860	32,861	31,441
<i>Revenue from Other Sources</i>			
Other	-	500	1,616
	\$ 32,860	\$ 33,361	\$ 33,057
<u>Corporate Services</u>			
<i>Revenue from Other Sources</i>			
Rent	-	-	7,200
Other	-	6,309	7,865
	\$ -	\$ 6,309	\$ 15,065
<u>Local Planning Services</u>			
<i>Member Charges</i>			
- Atholville	\$ 69,764	\$ 69,764	\$ 70,607
- Balmoral	30,944	30,944	30,885
- Campbellton	187,716	187,716	189,983
- Charlo	26,395	26,395	26,339
- Dalhousie	71,019	71,019	72,123
- Eel River Crossing	26,180	26,180	26,555
- Kedgwick	37,557	37,557	36,539
- Tide Head	19,039	19,039	19,611
- Local Service Districts	68,480	68,479	68,957
	537,094	537,093	541,599
<i>Revenue from Other Sources</i>			
Other Revenue	-	5,001	-
	-	5,001	-
	\$ 537,094	\$ 542,094	\$ 541,599

RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX
RESTIGOUCHE
Notes to the Consolidated Financial Statements
For the Year Ended December 31, 2020

13. REVENUE AND EXPENDITURES SUPPORT (continued)

	(Unaudited) 2020 Budget	2020 Actual	2019 Actual
REVENUE			
Solid Waste Services			
<i>Member Tipping Fees</i>			
- Atholville	\$ 135,600	\$ 139,171	\$ 121,476
- Balmoral	56,500	58,728	52,622
- Campbellton	310,750	306,227	292,018
- Charlo	56,500	59,193	50,384
- Dalhousie	115,825	117,680	106,717
- Eel River Crossing	68,930	73,620	66,088
- Kedgwick	73,450	78,241	70,190
- Tide Head	36,160	38,642	34,192
- Local Service Districts	143,510	150,079	135,999
	997,225	1,021,581	929,686
<i>Revenue from Other Sources</i>			
Tipping Fees from Other Sources	792,555	804,949	955,720
Recycling	11,575	9,047	6,010
Special Waste	1,000	3,044	3,145
Other Revenue	-	10,765	2,840
Government Transfers	25,000	39,304	23,392
Equalization Revenue	22,941	22,941	23,076
	853,071	890,050	1,014,183
	\$ 1,850,296	\$ 1,911,631	\$ 1,943,869
Other Shared Services			
<i>Member Charges</i>			
- Municipalities	\$ 142,918	\$ 142,918	\$ 140,351
- Local Service Districts	19,702	19,702	19,302
	162,620	162,620	159,653

**RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX
RESTIGOUCHE**
Notes to the Consolidated Financial Statements
For the Year Ended December 31, 2020

13. REVENUE AND EXPENDITURES SUPPORT (continued)

	(Unaudited) 2020 Budget	2020 Actual	2019 Actual
EXPENDITURES			
<i>Corporate Services</i>			
<i>Governance</i>			
Stipends	\$ 30,000	\$ 29,400	\$ 30,600
Travel	7,000	2,705	7,029
Other	5,000	8,669	5,170
	42,000	40,774	42,799
<i>Administration</i>			
Salaries and Benefits	96,655	98,972	97,017
Travel	5,000	4,295	5,434
Office Equipment and Supplies	-	1,469	-
External Audit Fees	12,500	10,882	11,680
Executive Director Expenses	-	4,912	-
Project - Other	-	6,184	-
Liability Insurance	3,500	2,510	1,879
Telecommunications	1,500	1,349	1,237
Translation Services	10,000	5,539	10,912
Other	5,500	2,124	23,907
	134,655	138,236	152,066
	\$ 176,655	\$ 179,010	\$ 194,865

**RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX
RESTIGOUCHE**
Notes to the Consolidated Financial Statements
For the Year Ended December 31, 2020

13. REVENUE AND EXPENDITURES SUPPORT (continued)

	(Unaudited) 2020 Budget	2020 Actual	2019 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	\$ 21,044	\$ 16,731
Printing and Copying	8,000	6,815	7,712
Telephone	7,300	8,464	7,337
Office Building	58,000	54,502	55,510
Legal Services	6,000	855	3,000
Liability Insurance	7,000	7,882	5,666
Other	1,500	2,222	1,545
	107,800	101,784	97,501
<i>Planning and Building Inspection Services</i>			
Salaries and Benefits	321,279	315,146	316,995
Travel	16,500	6,719	11,315
Training and Development	3,000	-	1,822
Advertising	4,500	3,540	4,301
Amortization	-	-	308
Map and Reference Material	1,000	1,680	1,400
Planning Advisory Committee	12,000	7,300	8,255
Geographic Information System	5,000	1,319	1,301
Other	30,000	15,272	4,451
	393,279	350,976	350,148
	\$ 501,079	\$ 452,760	\$ 447,649

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

Notes to the Consolidated Financial Statements

For the Year Ended December 31, 2020

13. REVENUE AND EXPENDITURES SUPPORT (continued)

	(Unaudited) 2020 Budget	2020 Actual	2019 Actual
EXPENDITURES			
<u>Solid Waste Services</u>			
<i>Administration</i>			
Travel	\$ 4,000	\$ 99	\$ 3,764
Office Equipment and Supplies	5,000	5,954	3,522
Telephone	3,000	3,781	3,766
Office Building	10,000	10,032	12,230
Other	3,500	3,641	3,674
Contingency	-	8,167	10,841
	25,500	31,674	37,797
<i>Operations</i>			
Amortization	73,770	73,770	71,245
Repairs and Maintenance	30,000	57,018	57,428
Janitorial	1,000	292	1,084
Insurance	20,000	28,916	20,048
Property Tax	23,000	23,005	22,966
Other - Building	5,000	11,613	8,162
Fuel	20,000	12,707	21,876
Salaries and Benefits	252,723	259,099	252,155
Site and Road Maintenance	5,000	793	369
Contracted Services - Transport	228,275	245,442	218,685
Disposal	-	1,642	548
Tipping Fees	997,114	1,007,372	1,007,111
Contracted Services - Recycling	27,500	20,627	22,283
Other - Safety Equipment	5,000	4,521	8,358
Recycling Promotion	34,316	36,317	19,282
	1,722,698	1,783,134	1,731,600
<i>Fiscal Services</i>			
Interest on Long Term Debt	26,268	19,310	15,766
Equalization	38,816	38,817	39,747
Cost of debenture	-	-	8,393
Interests on temporary loan	-	-	18,344
	65,084	58,126	82,250
	\$ 1,813,282	\$ 1,872,934	\$ 1,851,647

RESTIGOUCHE REGIONAL SERVICE COMMISSION / COMMISSION DE SERVICES RÉGIONAUX
RESTIGOUCHE
Notes to the Consolidated Financial Statements
For the Year Ended December 31, 2020

13. REVENUE AND EXPENDITURES SUPPORT (continued)

	(Unaudited) 2020 Budget	2020 Actual	2019 Actual
EXPENDITURES (continued)			
<u>Other Shared Services</u>			
<i>Administration</i>			
Contribution to Charlo Regional Airport	\$ 162,620	\$ 162,620	\$ 159,653
	\$ 162,620	\$ 162,620	\$ 159,653
