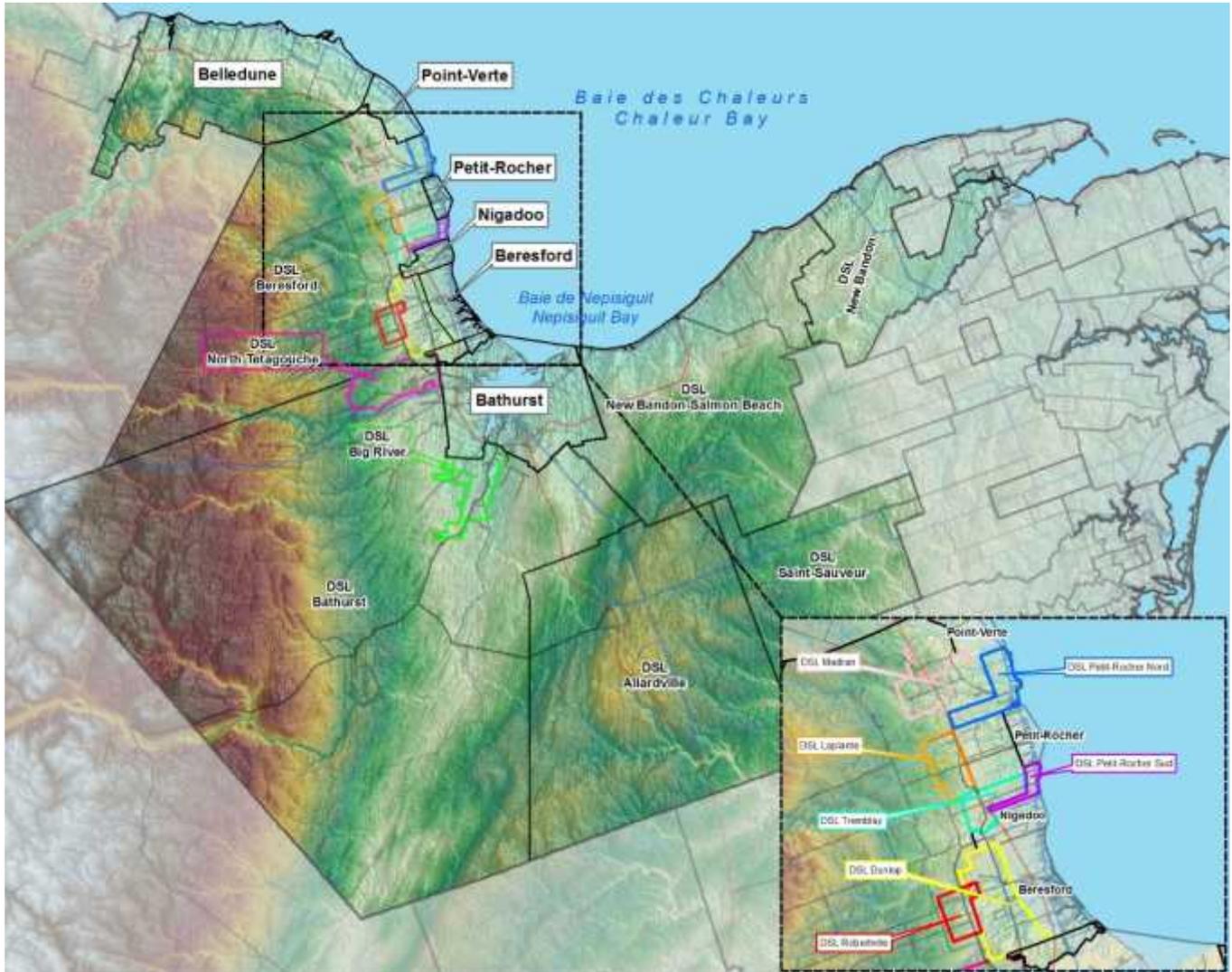


# Commission de services régionaux Chaleur Regional Service Commission



2017 ANNUAL REPORT

## THE CHALEUR REGIONAL SERVICE COMMISSION (CRSC)

This annual report covers the activities of the Chaleur Regional Service Commission (CRSC) over the 2017 fiscal year. Since its creation in January 2013, the CRSC has undertaken several major projects in the region, some of which became a reality during this last year. These will be presented below.

### A WORD FROM THE CHAIRMAN JEAN GUY GRANT



It gives me great pleasure to submit the 2017 annual report describing the CRSC's main accomplishments in those areas that fall under its responsibility.

One of the major successes was the signature of an agreement with NB Power for the purchase of approximately 6,000 megawatt hours annually from the CRSC over the next 20 years.

Another significant achievement is the establishment of a regional tourism office. The primary role of this new entity, operating under the aegis of the CRSC, is the development and promotion of the tourism industry in the Chaleur Region. This was a landmark year for the new Office, during which a regional brand image and a communication strategy were developed.

This report also highlights some regional and interregional issues on which the CRSC has taken an official stand by resolution.

As Chair of the CRSC, I am proud to see the progress of regional projects initiated by the Commission and I believe that we must continue to support other initiatives of this type in the years to come.

I would like to thank the employees of the CRSC who devote themselves into providing quality service to the community on a daily basis. I would also like to thank the members of the Executive Committee for their support throughout the year and the Board Members for their contribution and excellent cooperation. Finally, I wish to thank the provincial and federal elected officials for their support in the advancement of projects initiated by this regional organization.

Accordingly, I now invite you to look through the following pages describing the activities of the CRSC over the course of 2017.

Happy reading,

*Jean Guy Grant, Chairperson*

## REPORT OF THE EXECUTIVE DIRECTOR JOCELYNE HACHEY



We are extremely proud to present you with this review of 2017. This period saw some very successful accomplishments, one of which was the signing of a 20-year agreement with NB Power for the purchase of electricity that will be produced starting in the fall of 2018 at the Allardville landfill site.

Other key priorities for the CRSC in 2017 were regional tourism, regional recreation planning and the first phase of a regional study on adaptation to climate change.

It should also be noted that in 2017, the CRSC set up a committee to carry out a study on regionalizing police services. This study will be conducted in 2018.

I wish to acknowledge the outstanding work of all the employees. I sincerely thank them for their commitment and professionalism. Their support has further facilitated my daily responsibilities. I would also like to thank the Executive Committee members and the members of the Board for their valuable support throughout the year.

*Jocelyne Hachey, Executive Director*

---

## MANDATE

The CRSC is required to provide the following mandatory services:

- Local planning in Local Service Districts (LSD)
- Solid Waste Management

It also has the power to facilitate and coordinate agreements between communities relative to sharing service and infrastructure costs.

The CRSC also has the authority to extend its mandate as follows:

- Local planning in municipalities
- Collaboration on a regional level where police services are concerned
- Regional planning for emergency measures
- Planning involving regional infrastructures dedicated to recreational, cultural and sports activities, as well as cost sharing for such installations.
- Regional planning

## PROFILE OF THE CHALEUR REGION

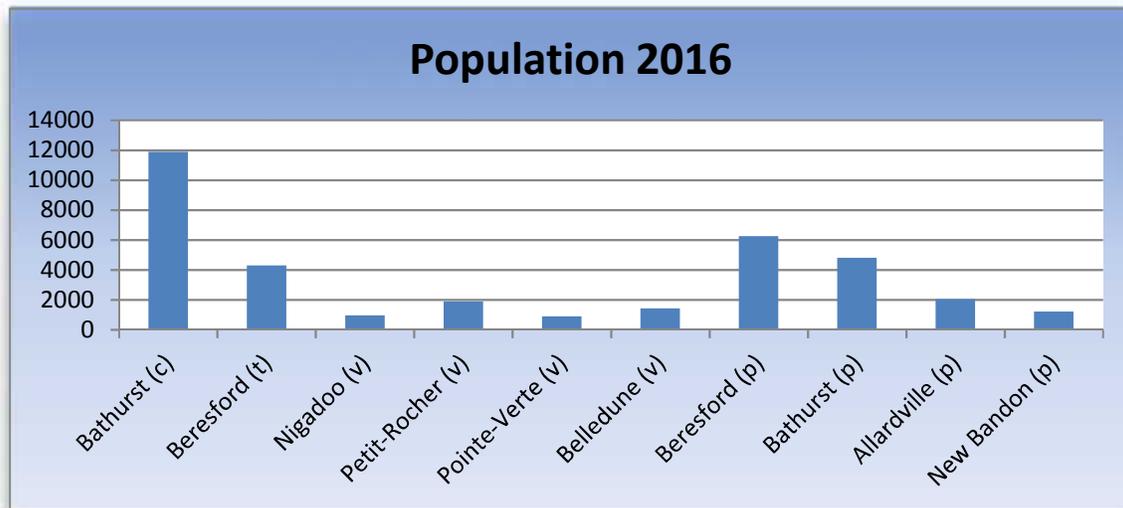
The CRSC is composed of 6 municipalities and 4 unincorporated parishes: the cities of Bathurst and Beresford, the villages of Nigadoo, Petit-Rocher, Pointe-Verte and Belledune and the parishes of Beresford, Bathurst, Allardville and New Bandon.

The CRSC serves a population of 35,639 people spread out over 3,300 km<sup>2</sup>: the population density is therefore 11 people per km<sup>2</sup>. In 2011, the population of this area was 36,614 individuals, which means that there has been a decrease in population of 2.7 % over a five-year period. Sixty percent of the population live in the 6 municipalities and 40 % live in the unincorporated regions.

The City of Bathurst, with 33 % of the total population served by the CRSC, is the main centre for goods and services. Beresford sits in second place, with 12 %. Beresford Parish, at 18 %, has the highest density of population among the unincorporated areas, followed by Bathurst Parish, at 13 %.

There are 17,932 private dwellings within the CRSC territory, with an average of 1.98 people per unit.

	Bathurst (c)	Beresford (t)	Nigadoo (v)	Petit Rocher (v)	Pointe-Verte (v)	Belledune (v)
Population 2016	11897	4288	953	1897	886	1417
Population 2011	12275	4351	952	1908	976	1519
Variation	-3.1%	-1.4%	1.2%	-0.6%	-9.2%	-8.5%
% of regional population	33%	12%	3%	5%	2%	4%
Total private dwellings	6317	2150	437	896	451	883
People in private households	1.9	2.0	2.2	2.1	2.0	1.9
	Beresford (p)	Bathurst (p)	Allardville (p)	New Bandon (p)	Chaleur RSC	
Population 2016	5248	4717	2012	1214	35639	
Population 2011	5354	4979	2051	1190	36614	
Variation	1.7%	3.7%	2.4%	2.0%	2.7%	
% of regional population	18%	13%	5%	3%	100%	
Total private dwellings	2780	2292	932	791	17932	
People in private households	2.2	2.1	2.2	1.5	2.0	



The median age of the population in Gloucester County is 47.9 years and is higher than the provincial average, which is 43.7. There is considerable disparity in the median age from one community to another, as it varies from 45.2 to 53.2 years. The majority of people living in the Chaleur RSC territory are bilingual, with 61 % stating that they know both official languages and 60 % declaring that French is the language spoken in the home.

	Bathurst (c)	Beresford (t)	Nigadoo (v)	Petit-Rocher (v)	Pointe-Verte (v)	Belledune (v)	Total (v)
Median age	48.9	46.5	45.2	51.3	51.8	53.2	n/a
Knowledge of official languages							
English only	30%	7%	3%	1%	3%	75%	24%
French only	7%	20%	29%	31%	40%	2%	14%
English and French	62%	72%	68%	68%	57%	24%	62%
Neither English nor French	0%	0%	0%	0%	0%	0%	0%
Language spoken at home							
English	58%	18%	8%	5%	9%	92%	43%
French	39%	80%	91%	94%	89%	6%	54%
Non-Official Language	1%	0%	0%	0%	0%	0%	0%
Multiples	3%	2%	1%	1%	2%	1%	2%

	Beresford (p)	Bathurst (p)	Allardville (p)	New Bandon (p)	Total (p)	Chaleur RSC
Median age	46.0	47.1	47.0	51.5	n/a	n/a
Knowledge of official languages						
English only	3%	31%	1%	61%	16%	21%
French only	32%	6%	48%	13%	24%	18%
English and French	64%	63%	50%	27%	60%	61%
Neither English nor French	0%	0%	0%	0%	0%	0%
Language spoken at home						
English	8%	59%	3%	79%	29%	38%
French	91%	39%	96%	20%	70%	60%
Non-Official Language	0%	0%	0%	0%	0%	0%
Multiples	1%	2%	1%	1%	1%	2%

---

## **CORPORATE AND COLLABORATIVE SERVICES**

The head office is composed of the following two employees:

- Jocelyne Hachey, Executive Director
- Carolle Roy, assistant to the Executive Director

---

## **2017 HIGHLIGHTS**

### **Upgrading of biogas**

Since the first feasibility study on the production and use of biomethane at the Allardville landfill site, the CRSC has achieved its goal of signing an agreement with NB Power as part of its locally-owned renewable energy small-scale program. This project, with the installation of a generator in the fall of 2018, will help reduce our carbon footprint and provide long-term benefits for the Solid Waste Department's operating budget.

### **Establishment of a regional tourism office**

One of the great accomplishments in 2017 was the integration of a regional tourism office within the CRSC. The Commission received a grant of \$ 99,650 from the Regional Development Corporation to cover most of the start-up costs. After a director was hired for the Office in February and the creation of a support committee a few months later, the Chaleur Tourism Office developed its brand image and a communication strategy to promote and support tourism initiatives in the region.

### **Establishment of a committee to study regionalization of police services**

The CRSC created a committee whose mandate was to study the regionalization of police services. This study will be conducted in 2018 and will draw up a portrait of the services being offered by the three police forces in the region. Part of the committee's mandate for this study is to explore options that could make police services more effective and efficient on a regional scale.

### **Construction of a section of road linking the Chaleur Region to the Acadian Peninsula**

The Boards of the Chaleur Regional Service Commission and the Regional Service Commission Acadian Peninsula (CRSC and RSCPA) have chosen to join forces and vote in favour of a resolution giving priority to the construction of a new section of road between Janeville and Bertrand. The goal of these resolutions was to highlight the importance of the economic benefits that would result for both these regions. Several steps have been taken over the past year to move this agenda forward. It is understood that this matter will be given priority status by Board members over the coming year.

## **GOVERNANCE AND ADMINISTRATION**

### **Composition of the Board of Directors**

**Mandate:** Provide oversight and direction relative to the business and affairs of the Commission

The CRSC is comprised of the mayors of all six municipalities plus four individuals representing the region's fifteen Local Service Districts (LSD). Representation for the LSDs is based on population and tax base ratios.

The following mayors and LSD representatives sit on the board of directors:

- Paolo Fongemie, Mayor of Bathurst
- Jean Guy Grant, Mayor of Beresford
- Charles Doucet, Mayor of Nigadoo
- Luc Desjardins, Mayor of Petit-Rocher
- Normand Doiron, Mayor of Pointe-Verte
- Joseph Noel, Mayor of Belledune
- Normand Plourde, LSD
- Charles Comeau, LSD
- Donald Gauvin, LSD
- Gilles Bryar, LSD (January to March)
- Carole Caron, LSD (starting the month of May)
- Eric Gauvin, first LSD alternate
- Frank Branch, second LSD alternate



In 2017, the CRSC held 15 public meetings. The agendas and minutes of these meetings are available on the CRSC website at [www.ChaleurRSC.ca](http://www.ChaleurRSC.ca).

### **Executive Committee – Corporate Services**

**Mandate:** Support the Chair and the Executive Director in accordance with the policies and decisions of the Commission.

#### **Members:**

- Maire Jean Guy Grant, Chairperson
- Maire Joseph Noel, Vice-Chairperson
- Maire Paolo Fongemie, 3<sup>rd</sup> Director

The Executive Committee met 9 times in 2017 to discuss, among other things, the following topics: upgrading of biogas at the Allardville landfill site, steps to be taken in collaboration with the RSCAP to bring about the construction of a bypass road between Janeville and Bertrand,

signature of a memorandum of understanding with Opportunities NB and a study on regionalization of police services.

### **Oversight and Support Committee – Corporate Services**

**Mandate:** Facilitate the financial governance of the Commission, particularly in terms of oversight, communication of financial information, risk management and budgetary activities.

**Members:**

- André Doucet, City Manager, Bathurst
- Marc-André Godin, General Manager, Beresford
- Geneviève Robichaud, General Manager, Nigadoo
- Mike Roy, General Manager, Petit-Rocher
- Vincent Poirier, General Manager, Pointe-Verte
- Landon Lee, Chief Administrative Officer, Belledune
- Denis Bujold, Local Services Manager

The Finance Committee met twice in 2017. The first time to revise the 2016 Audited Financial Statements and the second time to revise the 2018 budget.

---

## **COMMITTEES - COLLABORATIVE SERVICES**

### **Regional Recreation Committee**

**Mandate:** Supervise a study on regional recreation planning and make recommendations to the Board of Directors once the study is completed.

**Members:**

- Donald Gauvin, Chairman
- Penny Anderson, City Councilor, Bathurst
- Bruno Poirier, City Councilor, Beresford
- Robert Gaudet, Town Councilor, Nigadoo,
- Luc Desjardins, Mayor, Petit-Rocher
- Vincent Poirier, General Manager, Pointe-Verte
- Sandenn Killoran, Town Councilor, Belledune,
- Clovis Roy, LSD representative
- Mylène Ouellet, sports and recreation specialist
- Marc Arseneau, sports and recreation specialist

The Regional Recreation Committee met 6 times in 2017. The main activities of the Committee were the comprehensive review of the 51 recommendations stemming from a study report conducted by Sierra Planning and Management. The committee presented its final

recommendations to the Board of Directors at a special meeting held on June 28. You will find the committee's final report on the CRSC website in the "Collaborative Services" section under "Regional Sport, Recreational and Cultural Infrastructure Planning". Go to: [www.CSRChaleurRSC.ca](http://www.CSRChaleurRSC.ca).

### **Chaleur Regional Advisory Committee on Climate Change Adaptation**

**Mandate:** Oversee the implementation of a climate change adaptation plan for the Chaleur Region and to advise the Board of Directors of the CRSC on any issues related to the adaptation and resiliency plans and measures.

#### **Members:**

- Donald Gauvin, Chaleur RSC Board of Director representative and appointed chair of the Committee
- Donald McLaughlin, City of Bathurst representative
- Alain Guitard, Village of Nigadoo representative
- Brigitte Couturier, Town of Beresford representative
- Christian Boudreau, Village of Petit-Rocher representative
- Frederick Dion, at large representative
- Jamie O'Rourke, Village of Belledune representative
- Raymond Bryar, LSD representative
- Robert Capozzi, NB Climate Change Secretariat representative
- Ronnie Arseneau, Village of Pointe-Verte representative

The Chaleur Regional Adaptation Committee met 4 times in 2017. Details are found on page 9.

### **Committee for a Study on Regionalizing Police Services**

**Mandate:** Advise the Board of Directors on the question of regionalizing police services in the Chaleur region

#### **Members:**

- Paolo Fongemi, Chairman
- Normand Doiron, Representing the mixed Committee of the B.N.P.P. region.
- Joseph Noel, Belledune
- Donald Roy, LSD representative
- Ernest Boudreau, Bathurst Police Chief
- Charles Comeau, B.N.P.P. Police Chief

The committee met once in 2017. The main goal of this meeting was to define the scope of the study, so a call for tender could be sent out to consultants to carry out this study.

---

## PLANNING DEPARTMENT

### Planning Department Staff

The CRSC Planning Department employs the following persons:

- Marc Bouffard, Planning Director
- Line Cormier St-Cyr, Administrative Assistant
- Yvon Frenette, Development Officer and Building Inspector
- Marcel Doiron, Building Inspector
- Stéphane Doucet, Building Inspector
- Mariette Hachey-Boudreau, Geomatics/Environmental Technician

---

## 2017 HIGHLIGHTS

### Robertville and Dunlop Rural Plan

After a two-year project, the Robertville and Dunlop Rural Plan was approved by the Department of Environment and Local Government (DELG) on June 1, 2017. Prior to its adoption, the Planning Department organized a public hearing to get comments from citizens. The Planning Department would like to take this opportunity to thank the representatives of the communities involved and the local service manager for their time and energy spent on this project.

### Dangerous and Unsightly Premises

The Planning Department continued to assist the villages of Belledune, Pointe-Verte and Nigadoo in certain cases of dangerous and unsightly premises.

A property owner has filed an appeal following the issuance of a Notice to Comply against its property located in Belledune. This appeal will be heard early in 2018. The villages of Belledune and Pointe-Verte asked the members sitting on the Regional Planning Advisory Committee to sit on their respective Appeal Committees. In order to regulate these appeals, the Planning Director has prepared a procedural guide for the Dangerous and Unsightly Premises Appeal Committee.

### Regional Climate Change Adaptation Plan

The CRSC requested funding from the Environmental Trust Fund (ETF) and has been granted \$ 60,000 for the development of a climate change adaptation plan. This plan aims to make communities in the Chaleur region more resilient and responsive to the impacts of climate change. As a first step, the Planning Department worked to set up the Regional Advisory Committee on Climate Change Adaptation composed of residents and professionals interested and concerned by this issue. This committee is chaired by a member of the CRSC. Each municipality has been asked

to delegate a representative on the committee which also includes two LSD representatives. The committee also includes 3 general representatives and a representative from the Climate Change Secretariat.

The committee met four times in 2017. One of its first tasks was to develop the terms of reference for the Request for Proposals. Following a call for tenders by invitation, the committee recommended that the CRSC award the contract to the Coastal Zones Research Institute of Shippagan for Phase 1 of the project, to be completed by the end of March 2018. The consultant also helped the Planning Department to fill out the grant application forms for Phase 2 of the current project. A request for funding has also been submitted under the ETF for a second project to define more precisely the risks of flooding and coastal erosion.

A support group made up of professionals working in various departments and agencies was also set up to assist the committee and the planning department in its mandate.

### **Amendment to the Planning Act**

At the request of the “Association francophone des municipalités du Nouveau-Brunswick (AFMNB)”, the Director studied the bill to modernize the Community Planning Act. The Director attended the meeting with elected officials, administrators and the planners in order to help the AFMNB to prepare a written brief on the subject. Some planners also met at the CRSC office in order to review this project. The new Community Planning Act was adopted by the government and has been in effect since January 1, 2018. Following comments from the AFMNB, the provincial government committed to review the Act every 7 years.

### **Provincial Association for Development Officers**

The CRSC’s Development Officer sat on a committee for the creation of a Provincial development officers’ association. The association was created in May 2017 and has 64 members as of September.

### **Hiring of an Administrative Assistant**

The Planning Department hired an Administrative Assistant; Ms. Line Cormier St-Cyr started work in March 2017.

### **Road Closures**

The Planning Department assisted the villages of Belledune and Petit-Rocher with two street - closing by-law projects under the Municipalities Act. The Planning Department attended several meetings, provided advice and drafted the by-laws.

### **Building By-law**

The Planning Department has prepared a new building by-law that they would like to submit to the municipalities in the near future. This by-law includes a process for closing inspection files and a schedule of construction costs.

### **Continuing Education**

The building inspector, Stéphane Doucet, has successfully completed two training sessions to complete his Level 2 training, Part 9 Small Building and Part 9 Plan Review. He is now qualified Level 2 by the New Brunswick Building Officials Association (NBBOA).

In connection with the Climate Change Planning and Adaptation Project, the Development Officer and the Geomatics Technician attended a conference held in Moncton on March 27-28. The Planning Director has participated in several Webinars during the year from the Ontario Centre for Climate Impacts and Adaptation Resources (OCCIAR), which also offers many useful on-line resources to anyone interested in the subject. The Director was also interested in the work of the “2017 Flood Forum” broadcast via the Internet. This conference focused on the resilience of both communities and regions against floods in the wake of last spring's events in Québec in the context of climate change adaptation.

### **Geomatics Services**

In addition to the Planning Department, the geomatics technician assists other RSC departments in the production of maps, including emergency measures, tourism and the Solid Waste ReCollect application.

The geomatics services also provided maps to municipalities as part of non-motorized trail planning. The service also assists certain organizations in the region, including the Watershed Group (Inventory and Watercourse Status) and the Nepisiguit Mi'gmaq Trail Group. The Planning Department continues to sell its geomatics services to the Restigouche RSC.

---

## **REGIONAL PLANNING ADVISORY COMMITTEE (RPAC)**

### **The RPAC**

The CRSC delegated some advisory and decision-making powers to the Regional Planning Advisory Committee (RPAC) under the provisions of the Community Planning Act. This sub-committee of the CRSC is composed of 7 members representing the municipalities and 2 members to represent all the Local Service Districts (LSD) whose planning services are provided by the CRSC. None of the RPAC members are elected. Each municipality was asked to recommend one of its citizens to sit on the RPAC. The Department of Environment and Local Government did the same for the two LSD representatives which share the territory on each side of the Middle River.

RPAC members are appointed by the CRSC for a 4-year term.

**Members:**

- Alain Gauvin, Beresford, mandate – December 2019
- Jean-Louis Arseneau, Nigadoo mandate – December 2021
- Patrick Mallet, Petit-Rocher, mandate – December 2019
- Paul Desjardins, Pointe-Verte mandate – December 2021
- Elizabeth Lanteigne, Belledune, mandate – December 2021
- Lévis Roy, Unincorporated areas south-east of Middle River, mandate – December 2021
- Jeannot Gionet, Unincorporated areas north of Middle River, mandate – December 2019

**RPAC Executive**

The RPAC executive is appointed by its members. Mr. Patrick Mallet is chairman and Mr. Lévis Roy, vice-chairman.

**Regular Monthly Meetings**

The RPAC held 11 regular monthly meetings in 2017, during which 45 applications from private citizens were assessed. See Table C, Appendix B.

The committee has studied and sent 13 recommendations dealing with amendments to a plan or zoning by-law and also the location of streets and land for public use.

**Applications for Zoning Amendments**

The Planning Department assisted the municipalities and the province in amending several by-laws.

**Municipality of Nigadoo**

- ) Amending its rural plan in order to build a cold storage for the Arseneau Fish Market. This project has received numerous objections and the municipality asked for noise impact assessment. This project has not materialized. The developer then filed a second rezoning application for the construction of a non-refrigerated warehouse. Again, this project received a number of objections. This amendment has not yet been adopted by the municipality.
- ) Amending its rural plan in order to permit site development for recreational vehicles on Degrace Street. This amendment was approved by the village.

#### Municipality of Petit-Rocher

- ) Amendment to the rural plan in order to regulate the development of garden suites in the village. This amendment was approved by the village. The conditions attached to the rezoning by-law were the subject of a minor amendment during the fall.
- ) Rezoning project concerning a multiple-unit dwelling on a property on Msgr. Lanteigne Street. After hearing the objections in a public audience, the council decided not to go ahead with the rezoning.
- ) Rezoning of a property located on Du Havre Street for a butcher shop in a residential zone. This amendment was approved by the village.

#### Municipality of Beresford

- ) Amendments to the zoning by-law including new provisions regarding recreational vehicles and alignment of dwellings in relation to the property line. This amendment is now in effect.
- ) Rezoning request for a property located at 1082 Principale Street. This property was abandoned for many years and was formerly used for the storage of bulk petroleum products. The new owner proposed to build a car wash on this property and the construction should begin in 2018.

#### Municipality of Belledune

- ) Modify certain dispositions relating to trucking businesses and refundable containers facilities. This rezoning was approved.
- ) Amendment to the rural plan allowing a trucking company in the former Department of Transportation garage on Archibald Street.
- ) Draft an amendment to the village of Belledune's rural plan aiming to redefine types of livestock facilities permitted in the community. New standards are proposed in order to calculate the minimum distances between the livestock farms, on the one hand, and dwellings, institutions and urban areas on the other. The village finally decided not to go ahead with this rezoning. In parallel with this procedure relating to rezoning, the Planning Department helped the village of Belledune to organize a public information session concerning agricultural practices involving the Department of Agriculture, Aquaculture and Fisheries, the Department of Environment and Local Government and the Health Department. Representatives of these three departments explained to the residents of Belledune the applicable rules in the approval and the monitoring of agricultural activities and complaint management.

Municipality of Pointe-Verte;

- ) A rezoning project related to the former Royal Canadian Legion to be purchased by a local construction business. This amendment has been approved by Council and is now in effect.

### **Construction Activities**

The Planning Department issued a total of 527 building permits in 2017, for a total value of \$ 20,900,103 including \$ 7,006,925 for municipalities and \$ 13,893,178 for unincorporated areas, as shown in Figure A, Appendix B. The number of permits issued by the Planning Department is down 7.5 % from the preceding year and the total value of the permits has risen by 17.4 %.

There was a significant rise in residential construction, approximately 61.9 % in a number of single family dwellings built in 2016. In 2017, 34 new single-family homes were built on the territory served by the CRSC Planning Department: 10 units in the municipalities and 24 in the LSDs. Also 7 mini homes and 9 new cottage units can be added to this total. There are 3 duplexes, 2 in Petit-Rocher and 1 in Beresford. Figure B, Appendix B shows the number of residential constructions since 2010.

A total of 20 permits were issued for work in the commercial sector, for total investments close to \$ 630,125. Eight industrial permits were issued for a total value of \$ 3,990,628. These statistics include the permit that was issued for the Northern New Brunswick Airport Authority. Eight permits were issued in the institutional sector for a total value of \$ 2,719,000, including the permits that were issued for the renovation of the Roberville school and the renovation of the Belledune Municipal Building.

### **Subdivision Activities**

The number of subdivision plans and lots created has increased in 2017. The Planning Department approved a total of 46 subdivision plans, creating 77 building lots and 17 parcels. Since 2007, the Planning Department has approved a total of 554 plans, creating 703 lots.

The Planning Department also approved a number of deeds of conveyance, rights of way, easements and survey plans. Figure C and Table B in Appendix B show how the number of subdivision plans approved has evolved since 2007, with those in the municipalities compared to those in the unincorporated areas.

---

## SOLID WASTE MANAGEMENT

---

### TECHNICAL COMMITTEE

The Solid Waste Management Service is supported by the members of a Technical Committee, which is responsible for assessing technical requirements for equipment and operations, maintenance and construction activities. This committee is composed of the following persons:

- Donald Gauvin, LSD representative, Chairman
- Charles Doucet, mayor of Nigadoo
- Rhéal Hébert, representative for the public
- Paul Losier, representative for the public

The Technical Committee met three (3) times in 2017 to discuss the following topics:

- ) 2017 Infrastructure Work
- ) 2017 work related to building improvements
- ) Flushing and video inspection of leachate pipes
- ) Biogas project
- ) Infrastructure Work proposed for 2018

---

## LANDFILL SITE

---

The majority of the Solid Waste Management Services are related to operating the landfill. In fact, waste management accounts for more than 85 % of the CRSC's activities.

### Quantities of Waste Managed at the Landfill Site

In 2017, 80,767 metric tons of waste (80,107 t in 2016) was buried in the landfill, 19,140 tons of which originated in the Chaleur region. An additional 11,825 metric tons of construction, renovation and demolition debris (CRD) was added to this (11,559 t in 2016), 7,008 of which came from the Chaleur region. We also treated 1,416 metric tons of sewage sludge (1,298 t in 2016) from the City of Bathurst sewage treatment plant. This means that in 2017, the technical landfill operations team managed 94,008 metric tons of waste, an increase of 1,044 tons from 2016.



Photo - Landfilling activities

---

## **TIPPING FEES**

For the Chaleur region, tipping fees were as follows in 2017:

- ) Recyclables – \$ 0/t
- ) Waste to be buried – \$ 65.00/t, of which \$ 9.50/t went to waste diversion services
- ) CRD – \$ 30/t, of which \$ 2/t went to waste diversion services

Please note that no tipping fee is charged to citizens for bringing in household hazardous waste and electronic waste.

Also, the tipping fee for landfill waste from other regions is the same as our local administrations: \$ 55.50/t.

---

## **SERVICES OFFERED TO NEIGHBOURING REGIONS**

We have been offering waste disposal services to our three neighbouring regions since 1995. These are:

- ) Restigouche Regional Service Commission (RRSC)
- ) Acadian Peninsula Regional Service Commission (APRSC)
- ) Greater Miramichi Regional Service Commission (GMRSC)

## CAPITAL INVESTMENTS

To ensure the ongoing efficiency of Solid Waste Management activities and operations at the Red Pine landfill site, the CRSC made some capital investments.

### Landfill-related infrastructure

As with every year, in 2017 the Solid Waste Management Service commissioned the development and maintenance of the infrastructure used for the technical landfilling of waste.

The 2017 Infrastructure Work included the following:

- ) Capping of cell # 12
- ) Clearing, grubbing and excavation for future cell # 14
- ) Installation of outfall piping for cell block # 14 to 17
- ) Maintenance of capped cells
- ) Construction of leachate pond # 3
- ) Improvements to surface water collection and treatment system
- ) Improvements to storage area # 2.

These 2017 infrastructure contracts were awarded to St-Isidore Asphalte Ltée.

With respect to the construction of leachate pond # 3, the Solid Waste Management Services received a financial contribution of \$ 1,359,361 from the Clean Water and Wastewater Fund.



Photo – 2017 Infrastructure Work – Leachate Pond # 3



Photo – 2017 Infrastructure Work – Blower Building

### **Building-related improvement projects**

Some work related to the improvement of buildings also took place. This work consisted of:

- ) Installation of ventilation and electricity in the dome building
- ) Replacement of the potable water reservoir at the administrative building.

### **Biogas**

In 2017, NB Power signed an agreement to purchase approximately 6,000 megawatt hours of energy annually from the Chaleur Regional Service Commission for the next 20 years. The energy will be produced by an electrical generator powered by biogas. The commissioning of the generator is scheduled for September 2018.

---

## **WASTE MANAGEMENT**

Environmental protection has been at the heart of our operations since 1987. Having started a green shift in 2008, we are intensifying our efforts to be present in our community and to offer high quality services.

---

## **DOOR-TO-DOOR COLLECTION OF RECYCLABLES**

In May 2017, door-to-door collection of recyclable materials was implemented throughout the Pabineau First Nation.

On September 18, 2017, the Chaleur and Greater Miramichi RSCs signed a service agreement for the recovery of recyclable materials. The agreement took effect on October 1<sup>st</sup>, 2017 for a period of five (5) years.

Recyclable materials from the Chaleur and the Greater Miramichi areas are received at the CRSC's transshipment building at the Red Pine landfill site in Allardville. Currently, recyclable materials collected in the territories of the CRSC and GMRSC are sent to a sorting center in Rivière-du-Loup, Quebec. This sorting center is managed by the Société VIA.



Photo – Recyclable materials transfer station

**Table 1** – Quantities of recyclable materials received at the Red Pine site since 2013

Region	Recyclable Materials (t)				
	2013	2014	2015	2016	2017
Chaleur	631	924	1 791	1 769	1 829
Greater Miramichi			730	1 688	1 640
<b>Total</b>	<b>631</b>	<b>924</b>	<b>2 521</b>	<b>3 457</b>	<b>3 469</b>

**Table 2** – Quantities of waste and proportion of recyclable materials collected along the roadside within the Chaleur Region

	<b>Recyclable Materials (t)</b>	<b>Waste (t)</b>	<b>Total (t)</b>	<b>Recyclable Materials (%)</b>
Bathurst	550	2 648	3 198	17,2
Belledune	64	472	536	11,9
Beresford	225	1 158	1 383	16,3
Nigadoo	52	276	328	15,9
Petit-Rocher	127	649	776	16,4
Pointe-Verte	61	284	345	17,7
C1 – Dunlop to Free Grant	149	876	1 025	14,5
C2 – North Tetagouche to Rio	136	726	862	15,8
C3 – Madran to Tremblay	128	847	975	13,1
C4 – Big River to Goodwin Mill	92	455	547	16,8
C5 – Allardville to Saint-Sauveur	92	464	556	16,5
C6 – Salmon Beach to Pokeshaw	50	265	315	15,9
<b>Chaleur Region</b>	<b>1 726</b>	<b>9 120</b>	<b>10 846</b>	<b>15,9</b>

## PACKAGING AND PRINTED PAPER

In 2015, Recycle NB initiated a dialogue on the development of an Extended Producer Responsibility Recycling Program for household packaging and printed paper. In the first phase of this project, Recycle NB worked with national experts to gather information on other existing packaging and printed paper programs in Canada. A study tour took place in British Columbia and a provincial forum on packaging and printed paper was organized.

The second phase of the project, which took place in 2016-2017, was intended to determine the benefits and challenges of such a program. The third phase began in 2017 and will continue in 2018. It consists of a literature research, a study tour to Saskatchewan and a workshop with various stakeholders.

It should be noted that the Executive Director of the CRSC participated in the study tour in Saskatchewan in October 2017. This province is the most recent to have implemented a recycling program for packaging and printed paper.

---

## **NEW BRUNSWICK ENVIRONMENTAL TRUST FUND**

In May 2017, Mr. Serge Rousselle, Minister of the NB Department of Environment and Local Government, announced the projects funded by the 2017-2018 Environmental Trust Fund. The Solid Waste Management department of the CRSC received funding for three projects:

- ) Eco-healthy Lunch Box – \$ 10,000
- ) Public awareness of sustainable waste management – \$ 60,000
- ) Door-to-door collection of compostable materials – \$ 35,000.

The "Eco-healthy Lunch Box" project is an initiative developed in partnership with the Vitalité Health Network and the Francophone and Anglophone school districts of the region. The main objective of this project is to make students aware of the importance of protecting our environment by reducing the amount of waste sent to the landfill.

As part of the project "Public awareness of sustainable waste management", we want to make citizens aware of the importance of participating in the CRSC's waste diversion programs. The project also aims at facilitating and stimulating the recovery of recyclable materials in public places and those resulting from the activities of institutions, businesses and industries (IC&I). In addition, through this project, the CRSC is coordinating the collection of recyclable materials from all schools in the region.

The objective of the project "Door-to-door collection of compostable materials" is to initiate a discussion with elected officials and representatives of local service districts in the Chaleur region to see if they are interested in the door-to-door collection of compostable materials. These materials would be composted instead of going into the landfill.

---

## **COMMUNICATION, INCREASED AWARENESS, MOBILIZATION, PARTICIPATION, BEHAVIOUR MODIFICATION**

For several years, we have placed more importance on communications with our citizens. We are present in our communities through various means in order to better understand the apprehensions that some may have with changes and to explain the relevance of our approaches.

In 2017, we have hosted the following activities:

- ) 2017-02-10 Red Pine site visit by students of NBCC Miramichi Environmental Technology Program.
- ) 2017-02-20 Bathurst Richelieu Club – Presentation on waste management.
- ) 2017-02-22 Metepenagiag Lodge – Presentation on solid waste management.
- ) 2017-02-23 Breakfast seminar – Danny's Inn – Presentation on the recovery of recyclable materials from the institutional, commercial and industrial sector.

- ) 2017-03-03 Pabineau First Nations – Presentation on the door-to-door collection of recyclable materials.
- ) 2017-03-08 Breakfast seminar – Atlantic Host – Presentation on the recovery of recyclable materials from the institutional, commercial and industrial sector.
- ) 2017-04-20 Terry Fox Elementary School (Bathurst) – Eco-healthy lunch box presentation.
- ) 2017-05-15 École Le Domaine Étudiant (Petit-Rocher) – Red Pine site visit.
- ) 2017-06-13 Beresford Mgr-Robichaud Library – Presentation on composting.
- ) 2017-10-16 Red Pine site visit by students of NBCC’s Environmental Technology Program.
- ) 2017-10-26 Red Pine site visit by students of NBCC’s Environmental Technology Program – Water sampling and analysis.
- ) 2017-10-30 Bathurst Sustainable Development – Presentation on composting.
- ) 2017-11-23 Festival Zéro Déchets – Kiosk at the “Festival Zéro Déchets” at CCNB Bathurst
- ) 2017-11-30 Bathurst High School (Bathurst) – Presentation and Red Pine site visit.
- ) 2017-12-12 École le Tournesol (Petit-Rocher) – Presentation on the 3Rs
- ) 2017-12-14 École Le Domaine Étudiant (Petit-Rocher) – Science East Illuminate! Kiosk.

---

## **OTHER WASTE DIVERSION SERVICES**

Our communications have had an impact on all of our waste diversion services, particularly the participation rates of our citizens in our household hazardous waste and electronic waste collection.

### **Collection of household hazardous waste and electronic waste**

In 2017, as in previous years, we held six collections in our communities: three in the spring and three in the fall. We also extended our hazardous waste and electronic waste collection services to the Greater Miramichi, Acadian Peninsula and Restigouche areas. Our collections took place at the following locations:

- ) 2017-04-29 Petit-Rocher – 250 participants
- ) 2017-05-06 Beresford – 179 participants
- ) 2017-05-13 Bathurst – 420 participants
- ) 2017-06-03 Miramichi and Doaktown – 559 participants
- ) 2017-06-10 Caraquet – 200 participants
- ) 2017-06-11 Lamèque – 65 participants
- ) 2017-06-17 Tracadie – 110 participants
- ) 2017-06-18 Négouac – 30 participants
- ) 2017-09-09 Campbellton – 265 participants
- ) 2017-09-10 Dalhousie – 278 participants
- ) 2017-09-16 Kedgwick – 25 participants

- ) 2017-09-30 Miramichi – 383 participants
- ) 2017-10-14 Janeville – 89 participants
- ) 2017-10-21 Nigadoo – 354 participants
- ) 2017-10-28 Bathurst – 465 participants



Photo – Collection of household hazardous waste

### **Collection of batteries and compact fluorescent bulbs**

Our awareness-raising efforts had an impact on all our waste diversion services, not just on the recovery of recyclable materials. More and more of our citizens are making use of our battery collection and compact fluorescent bulb containers, and this shows in the quantities collected in 2017.

---

## **HUMAN RESOURCES**

Labor relations between unionized employees and management representatives are friendly and harmonious. We are very proud of the work accomplished in 2017 and sincerely thank all our employees for their hard work and commitment in the delivery of our services.

## LIST OF EMPLOYEES

---

- **Stéphanie Doucet-Landry, Director**
  
- **Dayna Carroll, Administrative Manager**
  - Claudia Gionet, Secretary
  - Jacqueline Raïche, Receptionist
  - Stéphanie Richard, Scale Operator
  - Jacques D. Chiasson, Watchman
  - Bernard Guignard, Watchman
  - Stéphane Robichaud, Watchman
  
- **Jonathan Plourde, Environmental Manager**
  - Yvon Richard, Environmental Technologist
  
- **Robert Boulay, Operations Manager**
  - André Plourde, Operations Supervisor
  - Sylvain Parisé, In charge of Maintenance
  - Éric Doucet, Heavy Equipment Operator
  - Conrad Larocque, Heavy Equipment Operator
  - Bruno LeBouthillier, Heavy Equipment Operator
  - Norbert Gionet, Operations Attendant
  - Michel Hachey, Operations Attendant
  - Martin Noël, Operations Attendant
  - Irénée Didier Plourde, Operations Attendant
  - Serge Plourde, Operations Attendant
  - Jimmy Lee Mazerolle, Operations Attendant
  - Marc-André Plourde, Seasonal
  - Denis Comeau, Casual
  - Éric Doiron, Casual

---

## CHALEUR TOURISM OFFICE

As a result of the Regional Tourism Committee's efforts, the Chaleur Tourism Office was formally integrated within the CRSC on January 1, 2017. The Office has one employee, Janine Daigle, as the Director.

## MANDATE

The mission of the Chaleur Tourism Office is to collaborate with various local and regional stakeholders to contribute to the development and promotion of the tourism industry in the Chaleur Region.

The various spheres of activities focus on:

- Communication and promotion of the region
- Education and awareness, both regionally and externally
- Tourism representation and partnerships
- Membership: All tourism businesses and organizations located within the territory serviced by the Chaleur Tourism Office can become members (details to be developed in 2018).

## CHALEUR TOURISM COMMITTEE

### Mandate

Under the approval of the CRSC board of directors, this standing committee is mandated to advise the Director of the Chaleur Tourism Office on the development and promotion of the Chaleur region tourist industry.

The committee is composed of 14 members appointed by the CRSC by resolution from a list of individuals who have been recommended as follows:

- 7 representatives from the municipalities (1 per municipality and 2 from Bathurst)
- 2 representatives for the LSDs
- 1 representative from the Pabineau First Nation, chosen by the Pabineau administration (conditional on the First Nation becoming a member)
- 4 general members from businesses or organizations that are wholly or partially involved in tourism in the region and who would be interested in working on this committee.

The support staff includes the Tourism Office Director and the Development Officer from the Department of Tourism, Heritage and Culture

The members of the Committee are:

- Vincent Poirier, Pointe-Verte
- Geneviève Robichaud, Nigadoo
- Kim Chamberlain, City of Bathurst
- Luc Foulem, Communications Director, City of Bathurst
- Linda Chamberlain, Petit-Rocher Village
- Donna Landry, Development Director, Town of Beresford

- Emmie Flanagan, Village of Belledune
- Julie Walton, LSD
- Nancy Jubinville-Guérette, LSD
- Mireille Roy, proprietor, Auberge d'Anjou and Blues d'la Baie
- Jim Fournier, NB Trails, Chaleur Green Trails
- Katherine Lanteigne, Bathurst Regional Airport
- Isabelle Morrier, Events Bathurst-Chaleur
- Monique Boudreau, NB Tourism, Heritage and Culture

The Chaleur Tourism Committee met nine times in 2017 to discuss the following topics:

- ) Branding and Communication strategy
- ) Partnership with Northern Odyssey and Tourism NB
- ) Tourism trade shows
- ) Website
- ) Budget and Strategy
- ) Marketing

---

## 2017 HIGHLIGHTS

### **Branding and Logo**

In May, REVOLVE was selected by the Board of Directors (BOD) to develop the branding and logo of the Chaleur Region. The first phase was the study of the market and the region. Twelve individuals representing various sectors in tourism, villages and municipalities were selected to participate in a focus group with REVOLVE. Following this meeting and the recommendations of REVOLVE, a questionnaire was circulated, among others, to members of the Tourism Committee, Board Members, Municipal Councils and Local Service District's Advisory Committees.

On September 20<sup>th</sup>, the BOD voted in favor of the new branding and logo, which were presented in August. In mid-December, the Brand DNA and Brand Guidelines were finalized. The brand image launch will be in 2018.



## **Northern Odyssey**

The members of Northern Odyssey include Edmundston and region, City of Campbellton, the Chaleur Region, Acadian Peninsula and Miramichi.

The Director attended five meetings with the members of the Northern Odyssey. The main topics were:

- ) Participation in 2018 RV Trade Shows
- ) Participation and preparation of the 2018 snowmobile shows
- ) Budget and partnerships
- ) Marketing preparations for 2018
- ) Media opportunity

Following a media event organized by the Northern Odyssey, four bloggers from the Montreal area were invited for a blog trip around northern New Brunswick (#saveursnordnb). Here are some results of this tour:

- ) 28 Instagram photos reaching 14,709 individuals
- ) 35 Facebook publications reaching 104,066 individuals
- ) 90 tweets reaching 41,433 individuals
- ) More than 240 Instastories

## **Tourism Trade Shows**

The Director represented the Chaleur Region at four tourism trade shows in collaboration with the Northern Odyssey:

- ) Montreal RV show from February 15<sup>th</sup> to 19<sup>th</sup>
- ) Quebec RV show from March 22<sup>nd</sup> to 26<sup>th</sup>, with the NB provincial government

- ) Drummondville National Quad-Snowmobile Show, from October 19<sup>th</sup> to 22<sup>nd</sup>
- ) Snowmobilers Association of Nova Scotia's AGM in Truro on November 4th.

The Chaleur Tourism Office also participated at the SaltScape in Halifax in April 21<sup>st</sup> to 23<sup>rd</sup>, under the province's umbrella.

### **Statistics**

There is currently no coordinated or standardized system or approach that would allow tourism operators in the Chaleur Region to collect detailed information on the number and places of origin of tourists. The Director initiated several discussions with the camping, cottage and hotel operators of the Chaleur Region to collect statistical data on tourist traffic. Very few operators were able to provide concrete data. A working tool will be developed to carry out this collection of information.

However, several operators confirmed an increase in numbers compared to 2016. Based on some of their reports, the busiest days are Sunday through Tuesday. It was noticed that some tourists, mostly international, are coming later in the summer/fall.

### **Bathurst Visitor Information Center (VIC)**

This year, the Visitor Information Center in Bathurst again collected postal codes and statistics. Tourist traffic increased by approximately 8 % from June to August, as compared to 2016.

The Envision system generates the Canadian postal codes which are included in the customer database provided by the Bathurst VIC as follows:

Origin by province:

- ) 68 % from Québec
- ) 13 % from Ontario
- ) 10 % from New Brunswick

### **New-Brunswick Tourism, Heritage and Culture**

The New Brunswick roofed accommodations statistics show an increase of 12 % of the monthly occupancy rates (%) in the Chaleur Region (48 % in 2016 to 54 % in 2017).

### **NB Trails**

Based on a study done by NB Trails, almost 38,000 people used greenway trails in Chaleur from mid-June to mid-October (52 % of trail users are residents of NB living less than 30 km from the trail, 32 % are other residents, 15 % from other provinces, and 1 % international).

## **NB Federation of Snowmobile Clubs**

Here is a comparison summary of the 2015-2016 and 2016-2017 seasons with regard to trail passes sold throughout NB (these include the seasonal, one-day, three-day or 7-day passes):

- ) Québec increase of 53 %
- ) NS increase of 31 %
- ) PEI increase of 73 %
- ) ON increase of 76 %

## **Training**

From April 3 to April 7, the Tourism Director participated in a GMIST (Gros Morne Institute for Sustainable Tourism) program. The “Edge of the Wedge” is an experiential travel training program designed to gain a solid understanding of this type of travel, the opportunities, benefits, risks and investment required to succeed.

In June, the Director, in collaboration with the Visitor Information Center in Bathurst, organized a regional visit for Bathurst and Beresford’s VIC employees. The purpose of this initiative was to familiarize employees with the different attractions of the region.

The Director participated in several workshops on various technical and marketing subjects, such as the creation of websites and videos, communication on social media, the development of a client database, etc.

## **Social Media**

Facebook and Instagram accounts were created in spring under the name *Tourisme Chaleur Tourism*. The Office contracted a consultant to help with the conceptualization of a social media strategy. A calendar was published on Facebook to promote all tourism activities in our region. The Office hired a student for 7 weeks in July and August to help with the social media strategy and the collection of photos from the region.

The total page likes as of December 31<sup>st</sup> was 1,123. The number of people per month who clicked on any of our content was 18,842.

## **Web Site**

In November, CONTENTO TRAINING SOLUTIONS was selected by the Chaleur Tourism Committee to develop the Chaleur Website. The website is set to be live in early April 2018.

### **Communication Strategy**

To properly socialize and capitalize on the new brand, the Region needs to develop a strategic plan. The plan was presented to the Board at a special meeting in December and will be finalized in January 2018.

### **NB Tourism, Heritage and Culture and other tourism partners**

In order to properly develop the Office's mandate, the Director consulted with other provincial tourism boards, as well as industry stakeholders, to improve her knowledge of the different ways of doing business, their points of view, budgets, etc.

### **Regional Tourism Guide**

Once again, the regional tourism guide will be printed for the 2018 season. Several meetings were organized with a graphic designer to ensure that the regional guide is consistent with the new brand image. The guide will be printed in time for the first tourism trade show of 2018 and will be launched jointly with the brand image.

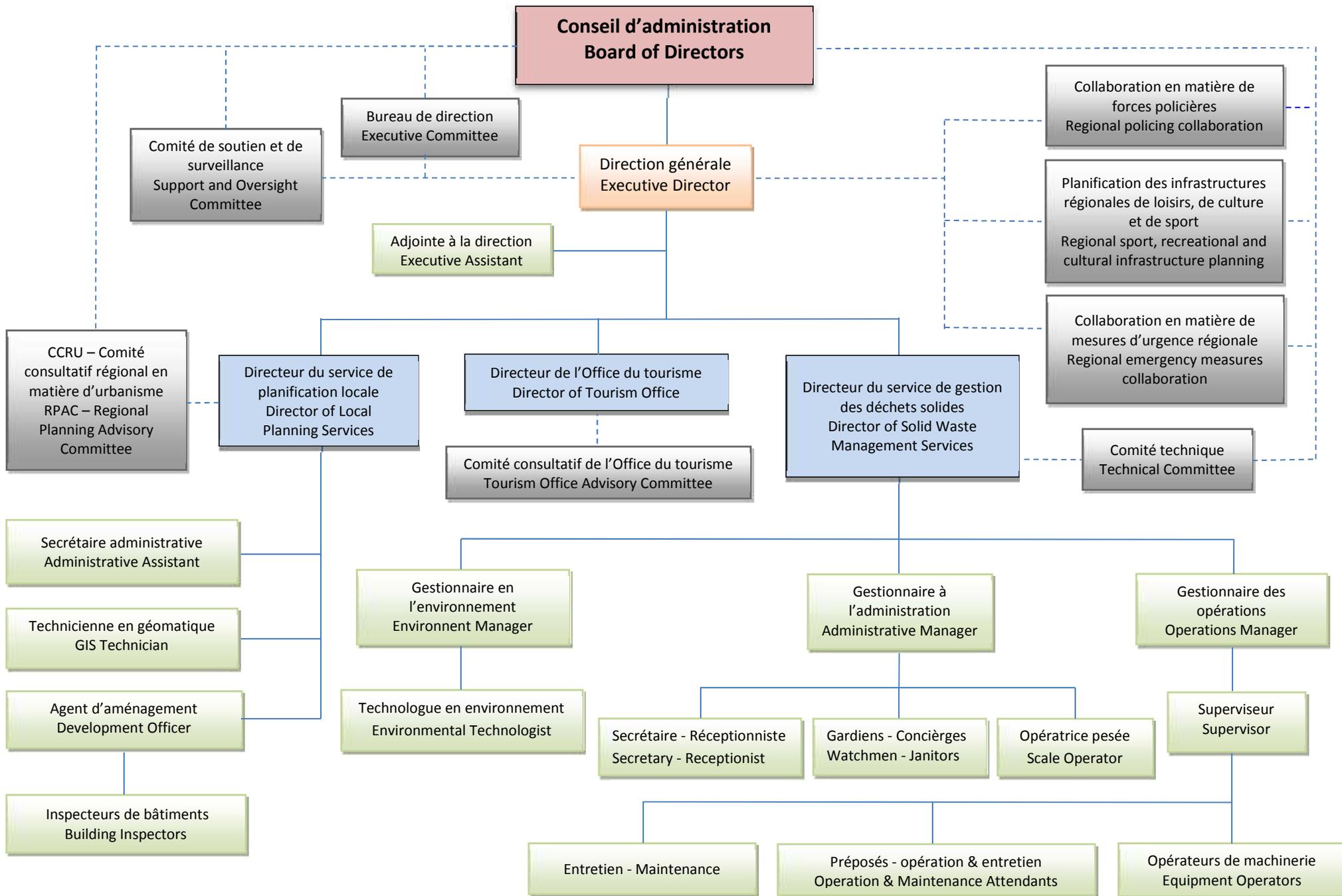
### **Marketing Material**

The Office is constantly working on collecting pictures and footage to use for websites, social media and other marketing needs. The Office has already collected pictures from numerous community collaborators. Thanks to our partnership with Tourism New Brunswick, we were able to pick subjects for videos and photos and choose among them once the sessions were completed.

These initiatives will be ongoing for 2018.

APPENDIX A

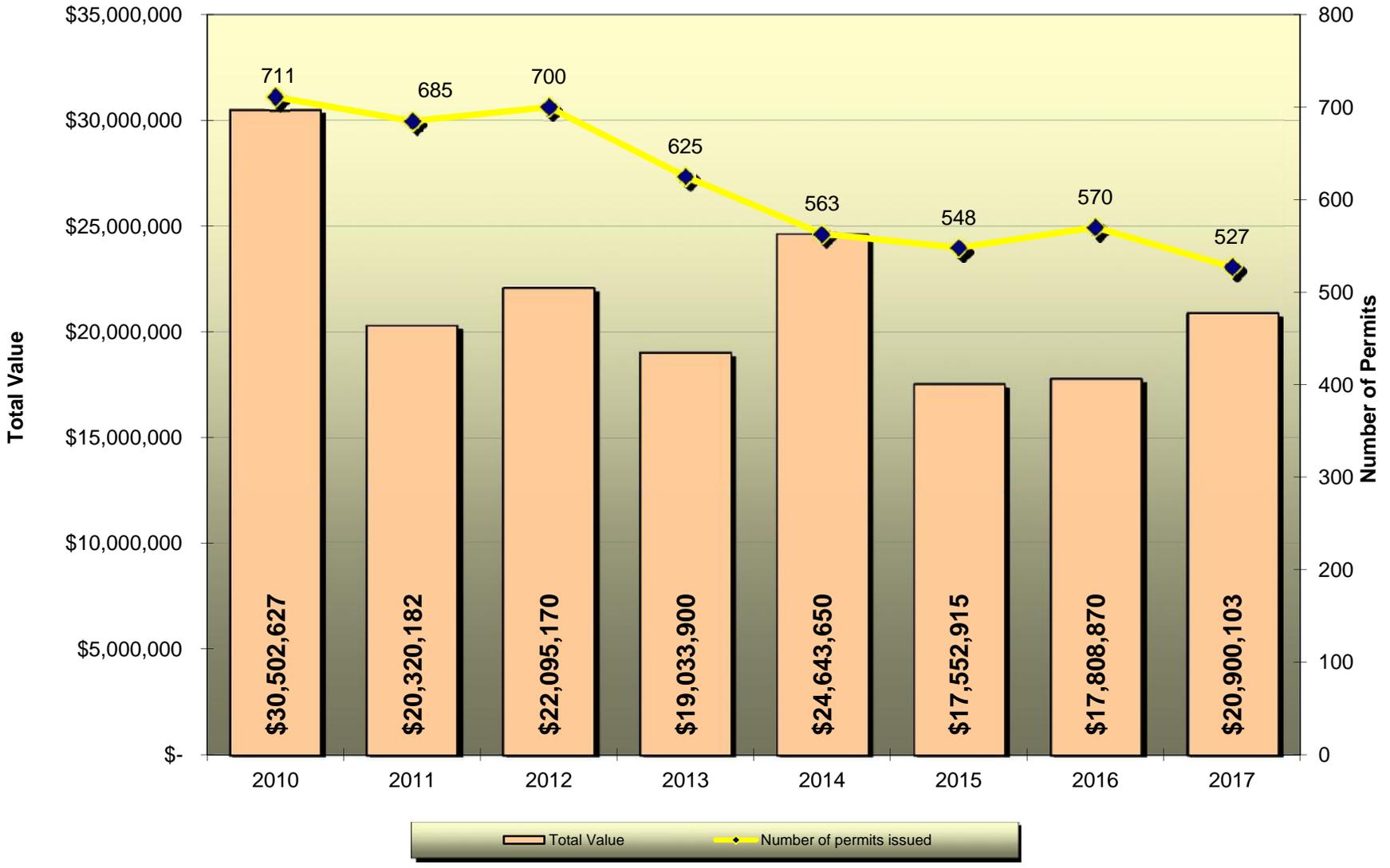
ORGANIZATIONAL STRUCTURE



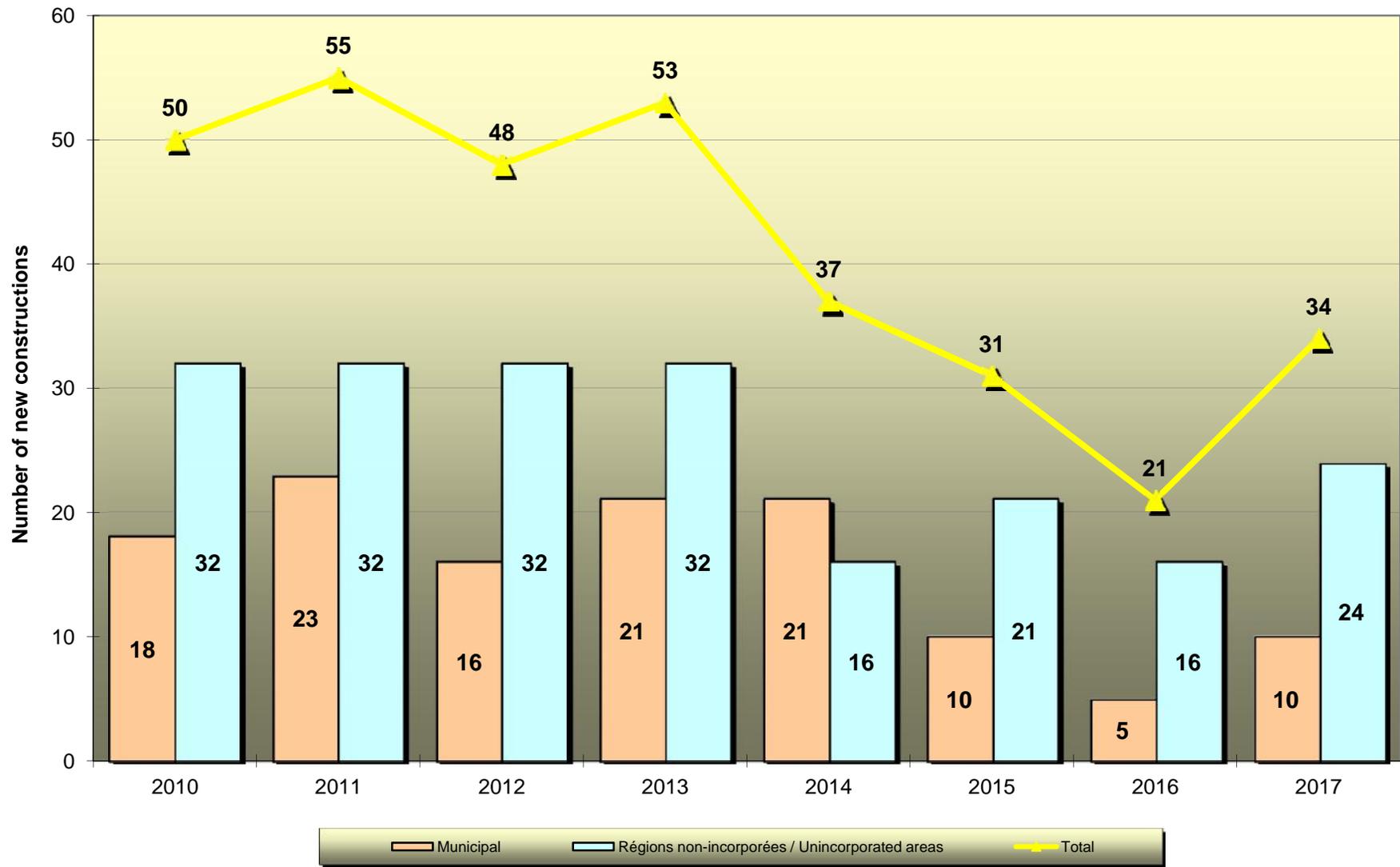
## APPENDIX B

# PLANNING DEPARTMENT STATISTICS

**FIGURE A  
BUILDING PERMITS- 2010 TO 2017**



**FIGURE B  
RESIDENTIAL CONSTRUCTION - 2010 TO 2017**



**FIGURE C**  
**SUBDIVISION ACTIVITY - 2010 TO 2017**

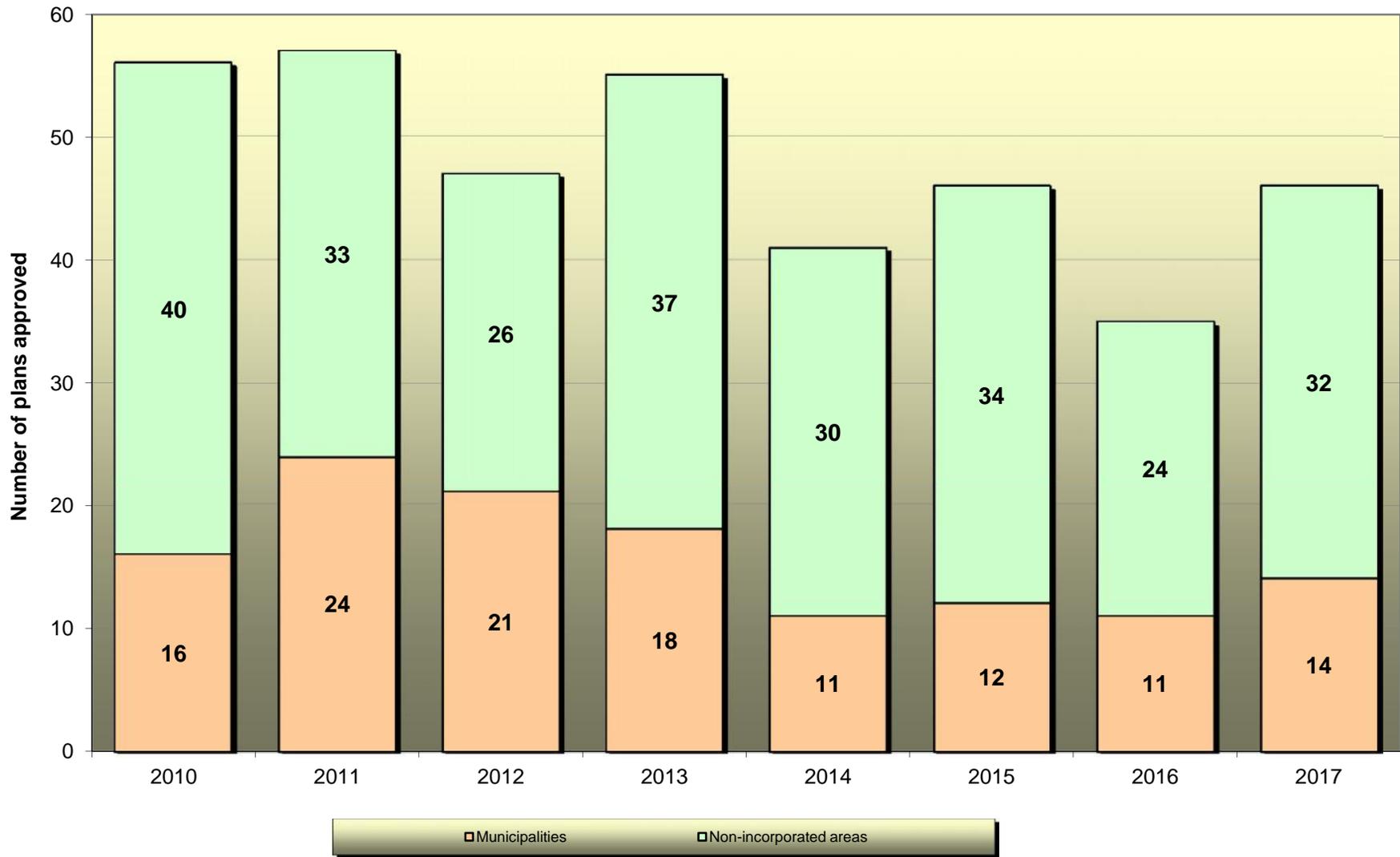


Tableau A (page 1)

Table A

## MUNICIPALITE - MUNICIPALITY

		Belledune		Beresford		Nigadoo		Petit Rocher		Pointe Verte		Total municipal	
		no.	val.(\$)	no.	val.(\$)	no.	val.(\$)	no.	val.(\$)	no.	val.(\$)	no.	val.(\$)
Maison mobile Mobile home	Nouvelle - New	0	0	2	151 400	0	0	0	0	0	0	2	151400
	Renovation	0	0	1	600	0	0	0	0	0	0	1	600
Habitation unifamiliale Single family dwelling	Nouvelle - New	2	240 000	3	700 000	2	350 000	2	410 000	1	50 000	10	1 750 000
	Renovation	4	16 800	51	751 000	8	53 300	18	361 700	14	163 100	96	1 345 900
Habitation bifamiliale Double family dwelling	Nouvelle - New	0	0	1	100 000	0	0	2	200 000	0	0	3	300 000
	Renovation	1	1 500	0	0	0	0	1	1 200	0	0	2	2 700
Habitation multifamiliale Multi family dwelling	Nouvelle - New	0	0	0	0	0	0	0	0	0	0	0	0
	Renovation	0	0	0	0	1	200	2	5 000	0	0	3	5 200
Chalet d'été Summer cottage	Nouvelle - New	0	0	0	0	2	9 000	1	4 000	0	0	3	13 000
	Renovation	1	4 000	10	159 600	0	0	0	0	0	0	11	163 600
Bâtiment commercial Commercial building	Nouvelle - New	1	300	1	190 000	0	0	0	0	0	0	2	190 300
	Renovation	1	2 000	5	93 000	1	10 000	6	210 825	1	30 000	14	345825
Bâtiment institutionnel Institutional building	Nouvelle - New	0	0	0	0	0	0	0	0	0	0	0	0
	Renovation	1	1 650 000	2	7 000	0	0	0	0	0	0	3	1 675 000
Bâtiment industriel Industrial building	Nouvelle - New	1	70 000	0	0	1	175 000	0	0	0	0	2	245 000
	Renovation	1	3 000	0	0	0	0	0	0	0	0	1	3 000
Bâtiment accessoire Accessory building	Nouvelle - New	5	53 500	37	389 250	7	65 750	14	91 000	9	148 900	72	748 400
	Renovation	1	100	5	11 700	1	2 500	3	27 700	2	16 500	12	58 500
Divers Various	Nouvelle - New	1	500	1	8 000	2	4 300	0	0	0	0	4	12 800
	Renovation	0	0	2	1 700	1	2 000	1	10 000	0	0	4	13 700
<b>TOTAL</b>		<b>21</b>	<b>2 041 700</b>	<b>121</b>	<b>2 563 250</b>	<b>26</b>	<b>672 050</b>	<b>50</b>	<b>1 321 425</b>	<b>27</b>	<b>408 500</b>	<b>245</b>	<b>7 006 925</b>

Tableau A (page 2)

Table A

										Total paroisse		GRAND TOTAL	
		Bathurst		Beresford		Allardville		New Bandon		Total parish			
		no.	val.(\$)	no.	val.(\$)	no.	val.(\$)	no.	val.(\$)	no.	val.(\$)	no.	val.(\$)
Maison mobile Mobile home	Nouvelle - New	1	100	3	237 000	1	75 000	0	0	5	312 100	7	463 500
	Renovation	4	9 700	1	3 000	0	0	0	0	5	12 700	6	13 300
Habitation unifamiliale Single family dwelling	Nouvelle - New	9	2 332 000	10	1 761 000	5	1 097 000	0	0	24	5 190 000	34	6 940 000
	Renovation	28	421 300	55	873 550	19	166 600	4	33 400	106	1 494 850	202	2 840 750
Habitation bifamiliale Double family dwelling	Nouvelle - New	0	0	0	0	0	0	0	0	0	0	3	300 000
	Renovation	1	1 500	0	0	1	100 000	0	0	2	101 500	4	104 200
Habitation multifamiliale Multi family dwelling	Nouvelle - New	0	0	0	0	0	0	0	0	0	0	0	0
	Renovation	0	0	0	0	0	0	0	0	0	0	3	5 200
Chalet d'été Summer cottage	Nouvelle - New	3	220 000	1	80 000	0	0	2	95 000	6	395 000	9	408 000
	Renovation	2	36 400	1	2 500	0	0	3	51 500	6	90 400	17	254 000
Bâtiment commercial Commercial building	Nouvelle - New	0	0	0	0	1	13 000	0	0	1	13 000	3	203 300
	Renovation	1	1 000	1	5 000	1	75 000	0	0	3	81 000	17	426 825
Bâtiment institutionnel Institutional building	Nouvelle - New	0	0	0	0	0	0	0	0	0	0	0	0
	Renovation	1	3 000	2	1 015 000	2	44 000	0	0	5	1 062 000	8	2 719 000
Bâtiment industriel Industrial building	Nouvelle - New	1	30 000	1	35 000	1	171 000	0	0	3	236 000	5	481 000
	Renovation	2	3 506 628	0	0	0	0	0	0	2	3 506 628	3	3 509 628
Bâtiment accessoire Accessory building	Nouvelle - New	26	299 100	47	591 400	20	323 500	5	91 000	98	1 305 000	170	2 053 400
	Renovation	3	18 000	6	38 000	4	27 500	2	7 500	15	91 000	27	149 500
Divers Various	Nouvelle - New	0	0	0	0	0	0	1	2 000	1	2 000	5	14 800
	Renovation	0	0	0	0	0	0	0	0	0	0	4	13 700
<b>TOTAL</b>		<b>82</b>	<b>6 878 728</b>	<b>128</b>	<b>4 641 450</b>	<b>55</b>	<b>2 092 600</b>	<b>17</b>	<b>280 400</b>	<b>282</b>	<b>13 893 178</b>	<b>527</b>	<b>20 900 103</b>

**Tableau B – Table B**

<b>RAPPORT DES LOTISSEMENTS - SUMMARY OF SUBDIVISION APPROVALS</b>					
	<b>2017</b>			<b>DEPUIS / SINCE 2007</b>	
	<b>PROJETS/ PROJECTS</b>	<b>LOTS</b>	<b>PARCELLES/ PARCELS</b>	<b>PROJETS/ PROJECTS</b>	<b>LOTS</b>
<b><u>MUNICIPAL</u></b>					
Belledune	2	3	0	36	40
Beresford	4	4	1	81	135
Nigadoo	2	4	1	28	35
Petit-Rocher	4	3	3	41	42
Pointe-Verte	2	1	1	15	12
<b>TOTAL MUNICIPAL</b>	<b>14</b>	<b>15</b>	<b>6</b>	<b>201</b>	<b>264</b>
<b><u>PAROISSES / PARISHES</u></b>					
Bathurst	12	39	3	93	145
Beresford	11	9	4	159	189
Durham	0	0	0	14	15
Allardville	6	6	3	58	51
New Bandon	3	8	1	29	32
<b>TOTAL PAROISSES / PARISHES</b>	<b>32</b>	<b>61</b>	<b>11</b>	<b>353</b>	<b>435</b>
<b>TOTAL DISTRICT</b>	<b>46</b>	<b>77</b>	<b>17</b>	<b>554</b>	<b>703</b>

**Tableau C – Table C**

**DÉCISIONS DU CCRU ET DE L'AGENT D'AMÉNAGEMENT EN 2017  
RPAC AND DEVELOPMENT OFFICER DECISIONS IN 2017**

<b>AVIS / VIEWS</b>	<b>MUNICIPALITÉS - MUNICIPALITIES</b>					<b>PAROISSES - PARISHES</b>					<b>TOTAL</b>
	Beresford	Nigadoo	Petit-Rocher	Pointe-Verte	Belledune	Bathurst	Beresford	Durham	Allardville	New Bandon	
Plan municipaux, Zonages / Municipal Plan, Zonings	2	2	3	1	2	0	1	0	0	0	11
<b>APPROBATIONS / APPROVALS</b>											
Dérogations (marges de recul, etc) / Variances (set backs etc)	3	2	3	5	0	2	0	1	1	1	18
Pouvoir en matière d'usage non conforme/ Power re. Non conforming uses	0	0	0	0	0	0	0	0	0	0	0
Fins particulières / Particular purposes	0	0	0	0	0	0	0	0	0	0	0
Dérogation à titre d'usages similaires et compatible /Variance as a similar or compatible uses	0	0	0	0	0	0	0	0	0	0	0
Permis temporaires / Temporary Building Permits	0	0	0	1	0	1	0	0	0	0	2
<b>LOTISSEMENTS / SUBDIVISIONS</b>											
Emplacements et noms de rues / Street locations and names	0	1	1	0	0	0	0	0	0	0	2
Lots sur accès privés / Lots on private accesses	0	0	0	0	0	0	1	0	0	0	1
Dérogations (dimensions des lots) / Variances (lots dimensions)	1	0	0	0	1	1	4	0	1	3	11
<b>TOTAL</b>	6	5	7	7	3	4	6	1	2	4	45

APPENDIX C  
AUDITOR'S REPORT

**CHALEUR REGIONAL SERVICES COMMISSION**

**CONSOLIDATED FINANCIAL STATEMENTS**

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

11/23/2017 11:41:11 AM

**CHALEUR REGIONAL SERVICES COMMISSION**

Index

to the consolidated financial statements

For the year ended December 31, 2017

	<u>Page</u>
Management's responsibility for the consolidated financial statements	1.
Independent auditors' report	2.
Consolidated statement of operations	3.
Consolidated statement of financial position	4.
Consolidated statement of changes in net debt	5.
Consolidated statement of cash flow	6.
Notes to the consolidated financial statements	7 - 25.

Chaleur Regional Services Commission  
Consolidated financial statements  
Year ended December 31, 2017

### **Management's responsibility for the consolidated financial statements**

The accompanying consolidated financial statements of the Chaleur Regional Services Commission (the "Commission") are the responsibility of the Commission's management and have been prepared in compliance with legislation, and in accordance with Canadian public sector accounting standards as 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.

The Commission's 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.

The general manager and board members meet with management to review 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 the Commission. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the Commission's consolidated financial statements.

---

Jocelyne Hachey  
Executive Director

INDEPENDENT AUDITORS' REPORT

To the general manager  
and members of the board of the Chaleur Regional Services Commission

*Report on the consolidated financial statements*

We have audited the accompanying consolidated financial statements of the Chaleur Regional Services Commission, which comprise the consolidated statement of financial position as at December 31, 2017, and the consolidated statements of operations, changes in net debt and cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

*Management's responsibility for the consolidated financial statements*

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

*Auditors' responsibility*

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

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

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

*Opinion*

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

Bathurst, NB

Chartered professional accountants

---

**CHALEUR REGIONAL SERVICES COMMISSION****Consolidated statement of operations****For the year ended December 31**

---

	(Unaudited) Budget <u>Note 22</u>	<b>2017</b> <u>Actual</u>	<b>2016</b> <u>Actual</u>
<b>REVENUE (Note 23)</b>			
Sale of services	\$ 3,626,263	\$ <b>3,808,484</b>	\$ 4,086,439
Member fees	2,071,398	<b>2,137,707</b>	1,743,565
Other	183,500	<b>1,567,359</b>	58,725
Interest	3,000	<b>155,471</b>	143,941
	<hr/>	<hr/>	<hr/>
	5,884,161	<b>7,669,021</b>	6,032,670
	<hr/>	<hr/>	<hr/>
<b>EXPENDITURES (Note 24)</b>			
Administration	1,059,707	<b>980,088</b>	825,416
Financial services	37,500	<b>191,270</b>	144,471
Governance	32,700	<b>39,765</b>	30,597
Planning and building inspection services	461,381	<b>415,456</b>	413,706
Post-closing costs	365,630	<b>488,221</b>	478,340
Solid waste services	3,880,636	<b>3,856,383</b>	3,538,063
	<hr/>	<hr/>	<hr/>
	5,837,554	<b>5,971,183</b>	5,430,593
	<hr/>	<hr/>	<hr/>
<b>ANNUAL SURPLUS (Note 19)</b>	46,607	<b>1,697,838</b>	602,077
<b>ACCUMULATED SURPLUS, beginning of year</b>		<b>10,223,778</b>	9,621,701
	<hr/>	<hr/>	<hr/>
<b>ACCUMULATED SURPLUS, end of year</b>		<b>\$ 11,921,616</b>	\$ 10,223,778

---

**CHALEUR REGIONAL SERVICES COMMISSION****Consolidated statement of financial position****As at December 31****2017****2016****FINANCIAL ASSETS**

Cash (Note 3)	\$ 1,130,291	\$ 1,052,920
Investments (Note 4)	394,176	754,161
Accounts receivable	1,994,783	638,452
Receivable from government agencies (Note 5)	636,344	446,115
Post employment benefits receivable (Note 12)	67,100	67,100
Assets for education and communication plan (Note 6)	234,358	264,380
Funds held in trust (Note 7)	67,937	67,380
Assets for site closure and post-closure care (Note 8)	5,112,511	4,651,030
	<b>9,637,500</b>	<b>7,941,538</b>

**LIABILITIES**

Bank loan (Note 9)	3,007,389	638,111
Accounts payable and accrued liabilities	1,429,858	791,167
Long term debt (Note 10)	4,537,000	4,012,000
Accrued sick leave (Note 11)	167,700	149,400
Deferred revenue (Note 13)	132,607	162,629
Funds held in trust (Note 7)	67,937	67,380
Site closure and post-closure liability (Note 14)	5,094,622	4,630,088
	<b>14,437,113</b>	<b>10,450,775</b>

**NET DEBT (Page 5)****( 4,799,613) ( 2,509,237)****NON-FINANCIAL ASSETS**

Tangible capital assets (Note 18)	36,768,833	31,339,551
Accumulated amortization	( 20,047,604)	( 18,606,536)
	<b>16,721,229</b>	<b>12,733,015</b>

**ACCUMULATED SURPLUS****\$ 11,921,616 \$ 10,223,778**

Approved by

\_\_\_\_\_  
Administrator\_\_\_\_\_  
Administrator

---

**CHALEUR REGIONAL SERVICES COMMISSION****Consolidated statement of changes in net debt****For the year ended December 31**

	<b>2017</b>	<b>2016</b>
Annual surplus	\$ 1,697,838	\$ 602,077
Acquisition of tangible capital assets	( 5,429,282)	( 2,560,115)
Amortization of tangible capital assets	<b>1,441,068</b>	1,120,746
<b>INCREASE IN NET DEBT</b>	<b>( 2,290,376)</b>	<b>( 837,292)</b>
<b>NET DEBT, beginning of year</b>	<b>( 2,509,237)</b>	<b>( 1,671,945)</b>
<b>NET DEBT, end of year</b>	<b>\$ ( 4,799,613)</b>	<b>\$ ( 2,509,237)</b>

---

**CHALEUR REGIONAL SERVICES COMMISSION****Consolidated statement of cash flow****For the year ended December 31****2017****2016****OPERATING TRANSACTIONS**

Annual surplus	\$ 1,697,838	\$ 602,077
Amortization of tangible capital assets	1,441,068	1,120,746
Accounts receivable	( 1,356,331)	( 5,360)
Receivable from government agencies	( 190,229)	131,539
Accounts payable and accrued liabilities	638,691	419,054
Change in deferred revenue	( 30,022)	( 17,784)
Accrued sick leave	18,300	12,900
Post employment benefits payable	-	( 22,600)
	<b>2,219,315</b>	<b>2,240,572</b>

**CAPITAL TRANSACTIONS**

Acquisition of tangible capital assets	( 5,429,282)	( 2,560,115)
--	--------------	--------------

**FINANCING TRANSACTIONS**

Bank loan	2,369,278	638,111
Site closure and post-closure liability	464,534	431,775
Repayment of long term debt	( 395,000)	( 417,000)
Proceeds of long term debt	920,000	-
	<b>3,358,812</b>	<b>652,886</b>

**INVESTING TRANSACTIONS**

Investments	359,985	( 128,187)
Assets for education and communication plan	30,022	17,373
Assets for site closure and post-closure care	( 461,481)	( 437,509)
	( 71,474)	( 548,323)

**NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS** 77,371 ( 214,980)**CASH AND CASH EQUIVALENTS, beginning of year** 1,052,920 1,267,900**CASH AND CASH EQUIVALENTS, end of year** \$ 1,130,291 \$ 1,052,920

---

**CHALEUR REGIONAL SERVICES COMMISSION**

Notes to the consolidated financial statements

For the year ended December 31, 2017

---

**1. PURPOSE OF THE ORGANIZATION**

Chaleur Regional Services Commission was formed on January 1, 2013, resulting from a process of reform of local governance. The Commission's role is to ensure or improve the delivery of services required for different locations, facilitate service agreements between them and facilitate regional collaboration. Mandatory services offered by RSC are regional planning, local planning in the case of LSD, the management of solid waste, emergency planning measures and the collaboration of police, planning and cost sharing of regional infrastructure for sport, leisure and culture; other services could be added to this list.

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

**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 the Canadian Institute of Chartered Professional Accountants.

The focus of PSA consolidated 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 consolidated financial statements reflect the assets, liabilities, revenues, expenditures and changes in net debt and cash flows of the Commission. The Commission 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 Council on November 23, 2016.

**(c) Revenue recognition**

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

**(d) Expenditures recognition**

Expenditures are recorded on an accrual basis. Outstanding commitments for goods and services relating to the current year are accrued at the balance sheet date.

**2. SIGNIFICANT ACCOUNTING POLICIES (continued)****(e) Deferred revenue**

Deferred revenue represents funds received for specific purposes for which the related expenditures have not yet been incurred.

**(f) Use of estimates**

The preparation of the consolidated 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 consolidated 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.

**(g) Financial instruments**

The Commission's financial instruments consist of cash, short-term investments, accounts receivable, receivable from Government Agencies, payables and accruals and long-term debt. 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.

The Commission is subject to credit risk through accounts receivable. The Commission minimizes credit risk through ongoing credit management.

**(h) Cash and cash equivalents**

Cash and cash equivalents include cash on hand, balances with banks and short term deposits with original maturities of three months or less.

**(i) Tangible capital assets**

Effective January 1, 2011, the Commission adopted the provisions of PSA section 3150 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 asset is amortized on a straight line basis over the estimated useful life as follows:

	<u>Years</u>
Land	N/A
Land improvements	20 - 30 years
Facilities	20 - 47 years
Roads	20 - 47 years
Machinery and equipment	5 - 47 years
Fleet	5 - 20 years
Computer hardware, software and communication equipment	2.5 years
Waste management:	
Landfill cells	2.5 years
Leachate collection system	20 - 43 years
Treatment process	20 - 47 years

---

**CHALEUR REGIONAL SERVICES COMMISSION**

Notes to the consolidated financial statements

For the year ended December 31, 2017

---

**2. SIGNIFICANT ACCOUNTING POLICIES (continued)****(i) Tangible capital assets (continued)**

Assets under construction are not amortized until the asset is available for productive use.

The Commission has a capitalization threshold of \$5,000. Any item purchased under this threshold is recorded as an expense in the year the item is acquired. An exception is groups of assets of a similar nature.

All grants, donations from subdivision developers 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.

No amortization is calculated on the acquisitions of the current year.

**(j) Segmented information**

The Commission provides a wide range of services to its residents. 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. Services are provided by departments as follows:

**General services**

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

**Environmental development services**

This department is responsible for planning and zoning, community development, tourism and other development and promotion services.

**Solid waste management services**

This department is responsible for the provision of waste collection and disposal.

**(k) Post employment benefits**

The Commission recognizes its obligations under post employment benefit plans and the related costs, net of the plan assets. The Commission has a sick leave benefit as documented in Note 11 and a pension plan as documented in Note 12.

**3. CASH**

	2017	2016
Cash (restricted)	\$ 2,414	\$ 2,438
Cash (unrestricted)	1,127,877	1,050,482
	<b>\$ 1,130,291</b>	<b>\$ 1,052,920</b>

---

**CHALEUR REGIONAL SERVICES COMMISSION**  
Notes to the consolidated financial statements  
For the year ended December 31, 2017

---

**4. INVESTMENTS**

	2017	2016
Term deposit, 1.85%, maturing on November 15, 2018	\$ 355,463	\$ 349,012
Term deposit, 1.57%, maturing on November 16, 2018	5,316	5,265
Term deposit, 0.93%, maturing on June 6, 2018	33,397	33,067
Term deposit, 0.95%, repaid on July 14, 2017	-	366,817
	<b>\$ 394,176</b>	<b>\$ 754,161</b>

**5. RECEIVABLE FROM GOVERNMENT AGENCIES**

	2017	2016
Canada revenue agency (HST refund)	\$ 465,344	\$ 189,614
Province of New Brunswick - Recycling bins	171,000	256,501
	<b>\$ 636,344</b>	<b>\$ 446,115</b>

**6. ASSETS FOR EDUCATION AND COMMUNICATION PLAN**

	2017	2016
Cash and term deposits	\$ 230,081	\$ 260,050
Accrued interest receivable	4,277	4,330
	<b>\$ 234,358</b>	<b>\$ 264,380</b>

As required by the Department of the Environment and in compliance with the May 10, 1995 Solid Waste Agreement entered into by the Commission, the Restigouche Solid Waste Corporation, the Commission de gestion des déchets solides de la Péninsule acadienne and the Northumberland Solid Waste Commission, the above amounts are restricted for the purpose of jointly establishing an education and communication plan. The Commission must obtain written authorization from the Minister of the Environment before disbursing any of the funds.

The term deposits bear interest at rates varying from 0.93% to 1.09% and mature in 2018.

These externally restricted inflows are reported as deferred revenue and are recognized as revenue in the period the resources are used for the purpose specified above.

During the current year, \$30,000 in expenditures were incurred for the establishment of an education and communication plan.

**7. FUNDS HELD IN TRUST**

The Commission has entered into an agreement with Elmtree Environmental Ltd. for the operation of a hydrocarbon soil bio-remediation facility. According to this agreement, Elmtree Environmental Ltd. must create a special environmental reserve fund which is to be held in trust by the Commission. The funds held in trust represent the balance of the special environmental reserve fund as of December 31, 2017.

---

**CHALEUR REGIONAL SERVICES COMMISSION****Notes to the consolidated financial statements****For the year ended December 31, 2017**

---

**8. ASSETS FOR SITE CLOSURE AND POST-CLOSURE CARE**

	2017	2016
Cash and term deposits	\$ 5,094,605	\$ 4,635,627
Accrued interest receivable	17,906	15,403
	<b>\$ 5,112,511</b>	<b>\$ 4,651,030</b>

The assets for site closure and post-closure care exceeds the site closure and post-closure liabilities by \$17,889 (\$20,942 in 2016). This excess represents the current year's excess of revenue over expenses and will be eliminated by reducing the transfer of funds in 2018.

The term deposits bear interest at rates varying from 1.36% to 3.00% and mature in 2018.

**9. BANK LOAN**

	2017	2016
Line of Credit	\$ 2,461,739	\$ 638,111
Line of Credit	545,650	-
	<b>\$ 3,007,389</b>	<b>\$ 638,111</b>

The Commission has an authorized line of credit at prime +3.20% of \$700,000 for the Operating Fund which is unused at December 31, 2017 (\$700,000 in 2016).

The Commission had an authorized line of credit at prime +3.20% of \$4,368,000 for its Capital Fund which \$1,906,261 is unused at December 31, 2017 (\$2,014,889 in 2016).

The Commission had an authorized line of credit at prime +3.20% of \$3,433,000 for its Capital Fund which \$2,887,350 is unused at December 31, 2017 (N/A in 2016).

**10. LONG-TERM DEBT**

	2017	2016
2010 - New Brunswick Municipal Finance Corporation, debentures, variable interest rate from 1.50% to 3.85%, principal payable annually and interest semi annually, maturing in 2020, renewable to the year 2030. O.I.C. # BD 52-2010	\$ 445,000	\$ 482,000
2011 - New Brunswick Municipal Finance Corporation, debentures, variable interest rate from 1.35% to 3.45%, principal payable annually and interest semi annually, maturing in 2021, renewable to the year 2031. O.I.C. # BF 47-2011	212,000	225,000
Carried forward	\$ 657,000	\$ 707,000

---

**CHALEUR REGIONAL SERVICES COMMISSION**

Notes to the consolidated financial statements

For the year ended December 31, 2017

---

**10. LONG-TERM DEBT (continued)**

	2017	2016
Carried forward	\$ 657,000	\$ 707,000
2012 - New Brunswick Municipal Finance Corporation, debentures, variable interest rate from 1.35% to 3.80%, principal payable annually and interest semi annually, maturing in 2032. O.I.C. # BH 48-2012	663,000	712,000
2013 - New Brunswick Municipal Finance Corporation, debentures, variable interest rate from 1.25% to 3.70%, principal payable annually and interest semi annually, maturing in 2023. O.I.C. # BJ 47-2013	452,000	521,000
2014 - New Brunswick Municipal Finance Corporation, debentures, variable interest rate from 1.20% to 3.70%, principal payable annually and interest semi annually, maturing in 2034. O.I.C. # BL 48-2014	1,845,000	2,072,000
2017 - New Brunswick Municipal Finance Corporation, debentures, variable interest rate from 1.20% to 2.70%, principal payable annually and interest semi annually, maturing in 2027. O.I.C. # BQ 41-2017	920,000	-
	<b>\$ 4,537,000</b>	<b>\$ 4,012,000</b>

Principal payments of long term debt are due as follows:

2018	\$ 486,000
2019	495,000
2020	744,000
2021	541,000
2022	380,000
Subsequent years	1,891,000
	<b>\$ 4,537,000</b>

Approval of the Municipal Capital Borrowing Board has been obtained for the above long term debt.

**11. ACCRUED SICK LEAVE**

The Commission provides sick leave that accumulates at a rate of 1.5 days per month for all full-time employees. Employees can accumulate a maximum of 240 days. All employees can take a leave with pay for an amount of time equal to the accumulated sick leave to a maximum of 6 months (120 working days).

Upon retirement, after the employee reaches age 55 and had at least 15 years of service, the employer will pay the employee a benefit equivalent to their accumulated sick days up to a maximum of 120 days, at the then current rate of pay.

---

**CHALEUR REGIONAL SERVICES COMMISSION**

Notes to the consolidated financial statements

For the year ended December 31, 2017

---

**11. ACCRUED SICK LEAVE (continued)**

An actuarial valuation was performed on the employees plan in accordance with PSA 3255. The actuarial method used was the projected unit credit pro-rated on service to the date of retirement. The valuation was based on a number of assumptions about future events, such as interest rates, wage and salary increases and employee turnover and retirement. The assumptions used reflect the Commission's best estimates.

The major assumptions in the valuation are:

- annual salary increase of 3%
- the discount rate used to determine the accrued benefit obligation is 3.48%;
- the proportion of earned sick days used each year is 9.9 days for the planning services and 6.1 days for the solid waste management services per employee per year;
- no terminations, deaths or disabilities were assumed to occur prior to retirement; and
- retirement age is 60, or one year after the valuation date if age 60 or over.

The sick leave is an unfunded benefit. As such, there are no applicable assets. Benefits are paid out of general revenue as they come due. The unfunded liability was \$167,700 on December 31, 2017 (\$149,400 on December 31, 2016).

**12. POST EMPLOYMENT BENEFITS RECEIVABLE**

Pension benefits are provided to the Commission's employees under the NB MEPP. Employees make contributions equal to approximately 7.60% of their salary and the Commission contributes an amount equal to employee contribution amounts.

The Commission contributed an estimated amount of \$114,695 in 2017 (\$105,600 in 2016). Total benefit payments to retirees during 2017 were estimated to have been Nil (2016 was Nil).

Actuarial valuations for accounting purposes are performed every three years using the benefit accrual method. The most recent actuarial valuation was prepared on June 29, 2016, and at that time the pension plan had an accrued benefit obligation of \$1,533,900. The Commission was in a net funded position as follows for the year ended December 31, 2017:

	<b>Estimated 2017</b>
Fair market value of plan assets	\$ 1,652,100
Accrued benefit obligation	1,793,600
Funded status	(141,500)
Unamortized actuarial gains	208,600
Accounting pension assets	\$ 67,100

The actuarial valuation was based on a number of assumptions about future events, such as inflation rates, interest rates, wage and salary increases and employee turnover and mortality. The assumptions used reflect the Commission's best estimates.

The following summarizes the major assumptions in the valuation:

- annual salary increase of 3%
- the expected inflation rate is 2.25%;
- the discount rate used to determine the accrued benefit obligation is 5.85%;
- the expected net rate of return is 5.85%;
- retirement age is 70% at earliest retirement age, without reduction, and remainder at age 65.

---

**CHALEUR REGIONAL SERVICES COMMISSION**

Notes to the consolidated financial statements

For the year ended December 31, 2017

---

**12. POST EMPLOYMENT BENEFITS RECEIVABLE (continued)**

	Estimated 2017
Employer current service cost	\$ 59,500
Interest on accrued benefit obligation	94,600
Expected return on assets	(85,500)
Experience loss	16,100
<hr/>	
Pension expense	\$ 84,700

**13. DEFERRED REVENUE**

	2017	2016
Education and communication plan	\$ 114,608	\$ 144,630
Funds restricted for translation purposes	17,999	17,999
<hr/>		
	\$ 132,607	\$ 162,629

**14. SITE CLOSURE AND POST-CLOSURE LIABILITY**

The Commission is responsible for the continued monitoring and treatment of the site following its closure.

The accrued liability for post-closing costs has been determined based on estimated post-closing costs of \$31,539,931 (\$31,539,931 in 2016), in future dollars required by the end of December 31, 2039 to fund post closure expenses.

Post-closing costs are discounted at a rate of 5.5% for a present value of \$9,711,954 (\$9,205,644 in 2016).

At December 31, 2017, the remaining capacity of the landfill had been estimated at 4,025,848 metric tonnes of which approximately 1,914,000 metric tonnes remains unused as at December 31, 2017 (2,001,000 in 2016).

At December 31, 2017, the estimated post closure liability is \$5,094,622 (\$4,630,088 in 2016) of which the Commission has funded with term deposits with market value of \$5,112,511 (\$4,651,030 in 2016) which mature on November 15, 2018, for a surplus of \$17,889 (surplus of \$20,942 in 2016).

Details of significant terms and conditions, exposure to interest rate and credit risk on bonds and term deposits are as follows:

	Interest receivable basis	2017 Effective rate	2016 Effective rate
Term deposit	at maturity	3.00%	3.00%

The maximum exposure to credit risk would be the fair value as indicated above.

**14. SITE CLOSURE AND POST-CLOSURE LIABILITY (continued)**

In 2009, an independent study was performed to re-evaluate the site capacity, the site's remaining life and the estimated total expenditure for site closure and post-closure care. The site closure and post-closure liability was adjusted based on the information provided by this study.

**15. REPORTING TO THE PROVINCE OF NEW BRUNSWICK**

The Commission complies with PSAB accounting standards. The Commission is also required to comply with the Municipal Financial Reporting Manual prescribed by the Province of New Brunswick. Differences in accounting policies include the methodology for accounting for Tangible Capital Assets, and government transfers. PSAB also requires full consolidation of funds.

**16. SHORT TERM BORROWINGS COMPLIANCE**

**Operating borrowing**

As prescribed in the *Regional Service Delivery Act*, borrowing to finance operating expenses is limited to 5% of the amount budgeted for that service. With respect to a solid waste management service, the Commission shall not borrow for operating expenses for more than 25% of the amount budgeted for that service. In 2017, the Commission has complied with these restrictions

**Inter-fund borrowing**

The Municipal Financial Reporting Manual requires the short-term inter-fund borrowings to be repaid in the next year unless the borrowing is for a capital project. The amounts payable between funds are in compliance with the requirements.

---

**CHALEUR REGIONAL SERVICES COMMISSION**

Notes to the consolidated financial statements

For the year ended December 31, 2017

---

**17. RECONCILIATION OF ANNUAL SURPLUS BY FUND ACCOUNTING**

	2017	2016
Net debt (Page 4)	\$( 4,799,613)	\$( 2,509,237)
Add:		
Long term debt	4,537,000	4,012,000
Short term assets (liability)	( 262,613)	1,502,763
Less:		
Prior year annual surplus:		
- Co-operative planning	26,751	24,670
- Development and planning	9,378	2,219
- Solid waste management	6,353	251,534
Net current liability in capital funds	( 3,245,619)	( 896,609)
Reserve fund	2,402,906	2,078,467
	( 800,231)	1,460,281
Operating surplus	\$ 537,618	\$ 42,482
Current year annual surplus:		
- Co-operative planning	\$ 28,800	\$ 26,751
- Development and planning	56,772	9,378
- Solid waste management	452,046	6,353
	\$ 537,618	\$ 42,482

**CHALEUR REGIONAL SERVICES COMMISSION**  
Notes to the consolidated financial statements  
For the year ended December 31, 2017

**18. SCHEDULE OF TANGIBLE CAPITAL ASSETS**

	Land	Facilities	Fleet	Land improvements	Computer	Machinery and equipment	Transportation	Waste management	2017 Total	2016 Total
<b>COST</b>										
Balance, beginning of year	\$ 159,089	\$ 2,622,658	\$ 264,156	\$ 617,203	\$ 43,647	\$ 2,505,758	\$ 4,199,129	\$ 20,927,911	\$ 31,339,551	\$ 28,779,436
Add: Net additions during the year	-	533,519	90,013	2,607	3,964	807,485	391,000	3,600,694	5,429,282	2,560,115
<b>BALANCE, END OF YEAR</b>	<b>159,089</b>	<b>3,156,177</b>	<b>354,169</b>	<b>619,810</b>	<b>47,611</b>	<b>3,313,243</b>	<b>4,590,129</b>	<b>24,528,605</b>	<b>36,768,833</b>	<b>31,339,551</b>
<b>ACCUMULATED AMORTIZATION</b>										
Balance, beginning of year	-	587,901	218,301	109,110	31,028	783,953	1,397,734	15,478,509	18,606,536	17,485,789
Add: Amortization during the year	-	83,292	13,666	27,909	5,047	197,786	140,243	973,125	1,441,068	1,120,747
<b>BALANCE, END OF YEAR</b>	<b>-</b>	<b>671,193</b>	<b>231,967</b>	<b>137,019</b>	<b>36,075</b>	<b>981,739</b>	<b>1,537,977</b>	<b>16,451,634</b>	<b>20,047,604</b>	<b>18,606,536</b>
<b>NET BOOK VALUE OF CAPITAL ASSETS</b>	<b>\$ 159,089</b>	<b>\$ 2,484,984</b>	<b>\$ 122,202</b>	<b>\$ 482,791</b>	<b>\$ 11,536</b>	<b>\$ 2,331,504</b>	<b>\$ 3,052,152</b>	<b>\$ 8,076,971</b>	<b>\$ 16,721,229</b>	<b>\$ 12,733,015</b>

**CHALEUR REGIONAL SERVICES COMMISSION**

Notes to the consolidated financial statements

For the year ended December 31, 2017

**19. RECONCILIATION OF ANNUAL SURPLUS (DEFICIT)**

	Operating fund		General reserve fund		2017 Total		
	Co-operative planning	Development and planning	Capital	Operating			
<b>2017 ANNUAL SURPLUS (DEFICIT) PER PSAB</b>	\$ ( 178,528)	\$ 93,872	\$ 3,214,622	\$ ( 1,441,068)	\$ 5,456	\$ 3,484	\$ 1,697,838
Second previous year's surplus	24,670	2,219	251,534	-	-	-	278,423
Transfer between funds:							
- General operating fund to capital fund	-	-	( 2,160,271)	2,160,271	-	-	-
- General operating fund to capital reserve fund	-	-	( 350,000)	-	-	350,000	-
- General Reserve Operating Fund to Operating Fund	-	-	34,500	( 34,500)	-	-	-
Long term debt principal repayment	-	-	( 395,000)	395,000	-	-	-
Allocation to corporate services	182,658	( 39,319)	( 143,339)	-	-	-	-
Amortization expense	-	-	-	1,441,068	-	-	1,441,068
<b>Total adjustments to 2017 annual surplus (deficit)</b>	\$ 207,328	\$ ( 37,100)	\$ ( 2,762,576)	\$ 3,996,339	\$ ( 34,500)	\$ 350,000	\$ 1,719,491
<b>2017 ANNUAL FUND SURPLUS (DEFICIT) FOR FUNDING PURPOSES</b>	\$ 28,800	\$ 56,772	\$ 452,046	\$ 2,555,271	\$ ( 29,044)	\$ 353,484	\$ 3,417,329

**CHALEUR REGIONAL SERVICES COMMISSION**  
**Notes to the consolidated financial statements**  
**For the year ended December 31, 2017**

**20. SCHEDULE OF SEGMENT DISCLOSURE**

	General services	Environmental development services	Solid waste management services	2017 Total	2016 Total
<b>REVENUE</b>					
Sale of services	\$ -	\$ -	\$ 3,808,484	\$ 3,808,484	\$ 4,086,438
Member fees	280,546	576,883	1,280,278	2,137,707	1,743,565
Other	-	4,537	1,562,822	1,567,359	58,725
Interest	-	-	155,471	155,471	143,941
	280,546	581,420	6,807,055	7,669,021	6,032,669
<b>EXPENDITURES</b>					
Salaries and benefits	293,268	404,201	1,444,524	2,141,993	1,929,360
Goods and services	132,388	79,996	1,459,584	1,671,968	1,753,530
Amortization	-	-	1,441,068	1,441,068	1,120,746
Interest	-	-	130,293	130,293	128,126
Other	33,418	3,351	549,092	585,861	498,830
	459,074	487,548	5,024,561	5,971,183	5,430,592
<b>SURPLUS (DEFICIT) FOR THE YEAR</b>	<b>\$( 178,528)</b>	<b>\$ 93,872</b>	<b>\$ 1,782,494</b>	<b>\$ 1,697,838</b>	<b>\$ 602,077</b>

**CHALEUR REGIONAL SERVICES COMMISSION**  
**Notes to the consolidated financial statements**  
**For the year ended December 31, 2017**

**21. STATEMENT OF RESERVES**

	Development and planning General reserve fund		Solid waste management General reserve fund		Total 2017	Total 2016
	Operating	Capital	Operating	Capital		
<b>ASSETS</b>						
Cash	\$ -	\$ -	\$ 2,414	\$ -	\$ 2,414	\$ 2,438
Term deposits	-	-	355,463	-	355,463	715,829
Accrued interest receivable	-	-	-	816	816	1,788
Receivable from general operating fund	15,000	10,000	930,360	1,088,853	2,044,213	1,358,412
<b>ACCUMULATED SURPLUS</b>	\$ 15,000	\$ 10,000	\$ 1,288,237	\$ 1,089,669	\$ 2,402,906	\$ 2,078,467
<b>REVENUE</b>						
Interest	\$ -	\$ -	\$ 5,480	\$ 3,483	\$ 8,963	\$ 7,786
Transfer from general operating fund	-	-	-	350,000	350,000	1,070,000
	-	-	5,480	353,483	358,963	1,077,786
<b>EXPENDITURES</b>						
Bank charges	-	-	24	-	24	24
Transfer to general operating fund	-	-	34,500	-	34,500	42,664
	-	-	34,524	-	34,524	42,688
<b>ANNUAL SURPLUS (DEFICIT)</b>	\$ -	\$ -	\$ ( 29,044)	\$ 353,483	\$ 324,439	\$ 1,035,098

Name of investment	Principal amount	Interest rate	Maturity
Term deposit	355,463 \$	1.850%	November 15, 2018
Cash	2,414 \$	- %	N/A

**CHALEUR REGIONAL SERVICES COMMISSION**  
Notes to the consolidated financial statements  
For the year ended December 31, 2017

**21. STATEMENT OF RESERVES (continued)**

**Council motion regarding contribution from general operating fund (Resolution from November 15, 2017):**

Moved by Donald Gauvin, seconded by Charles Doucet that a contribution of \$350,000 be transferred from General Operating Fund to the Capital Reserve Fund.

**Council motion regarding the contribution from general operating reserve fund (Resolution from June 21, 2017):**

Moved by Charles Comeau, seconded by Rejean Guitard that \$30,000 plus taxes be disbursed from the Operating General Reserve Fund in order to realise research and development projects.

I hereby certify that the above resolutions are true and an exact copy of the motion adopted to the said meeting of the :

Jocelyne Hachey  
Executive Director  
Chaleur Regional Services Commission

\_\_\_\_\_ Date

\_\_\_\_\_ Seal

**CHALEUR REGIONAL SERVICES COMMISSION**  
**Notes to the consolidated financial statements**  
**For the year ended December 31, 2017**

**22. OPERATING BUDGET TO PSA BUDGET**

	Co-operative planning	Development and planning	Solid waste management	Amortization	Transfers	Total
<b>REVENUE</b>						
Sale of services	\$ -	\$ -	\$ 3,626,263	\$ -	\$ -	\$ 3,626,263
Member fees	250,692	576,881	1,243,825	-	-	2,071,398
Other revenue	-	-	183,500	-	-	183,500
Interest	-	-	3,000	-	-	3,000
Surplus	24,670	2,219	251,534	-	( 278,423)	-
Transfer from own funds	192,658	-	10,000	-	( 202,658)	-
	468,020	579,100	5,318,122	-	( 481,081)	5,884,161
<b>EXPENDITURES</b>						
Administration	425,320	78,000	556,387	-	-	1,059,707
Governance	32,700	-	-	-	-	32,700
Planning and building inspection services	-	461,381	-	-	-	461,381
Post-closing costs	-	-	365,630	-	-	365,630
Solid waste services	-	-	2,630,821	1,441,068	( 191,253)	3,880,636
Financial services:						
- Bad debts	-	-	1,000	-	-	1,000
- Interest and bank charges	-	400	27,000	-	-	27,400
- Other Financing Charges	-	-	9,100	-	-	9,100
- Transfer to internal fund	10,000	39,319	1,728,184	-	( 1,777,503)	-
	468,020	579,100	5,318,122	1,441,068	( 1,968,756)	5,837,554
<b>SURPLUS</b>	\$ -	\$ -	\$ -	\$( 1,441,068)	\$ 1,487,675	\$ 46,607

---

**CHALEUR REGIONAL SERVICES COMMISSION**

Notes to the consolidated financial statements

For the year ended December 31, 2017

---

**23. REVENUE SUPPORT**

	(Unaudited) 2017 Budget	2017 Actual	2016 Actual
<b>REVENUE</b>			
<u>Sale of services</u>			
Industrial, commercial and institutional tipping fees	\$ 3,289,763	\$ 3,370,719	\$ 3,130,810
Construction and demolition	324,000	404,379	346,770
Recycling materials	12,500	33,386	608,859
	<b>\$ 3,626,263</b>	<b>\$ 3,808,484</b>	<b>\$ 4,086,439</b>
<u>Member fees</u>			
Cooperative and regional planning fees	\$ 250,692	\$ 280,546	\$ 143,610
Local planning and inspection services fees	576,881	576,883	513,793
Tipping fees	1,243,825	1,280,278	1,086,162
	<b>\$ 2,071,398</b>	<b>\$ 2,137,707</b>	<b>\$ 1,743,565</b>
<u>Other revenue</u>			
Planning and development	\$ -	\$ 4,537	\$ 3,642
Solid waste	183,500	1,562,822	55,083
	<b>\$ 183,500</b>	<b>\$ 1,567,359</b>	<b>\$ 58,725</b>

**CHALEUR REGIONAL SERVICES COMMISSION**

Notes to the consolidated financial statements

For the year ended December 31, 2017

**24. EXPENDITURES SUPPORT**

	(Unaudited) 2017 Budget	2017 Actual	2016 Actual
<b>EXPENDITURES</b>			
<u>Administration</u>			
<i>Administrative</i>			
Executive director's office	\$ 164,440	\$ 166,098	\$ 138,421
<i>Financial management</i>			
External audit	22,000	15,857	14,472
<i>Other</i>			
Liability insurance	4,500	3,267	2,968
Professional services	2,000	271	1,009
Public relations	3,500	4,122	2,449
Office expenses	18,800	17,585	10,871
Translation	15,000	13,709	12,939
Regional EMO	21,000	19,814	20,334
Regional planning	18,000	17,997	62,524
Tourism	156,080	160,588	-
	238,880	237,353	113,094
<i>Local planning</i>			
Professional services	3,000	6,180	7,850
Public relations	16,000	11,155	13,709
Office expenses	59,000	54,652	57,530
	78,000	71,987	79,089
<i>Solid waste</i>			
Administrative	403,387	324,382	326,987
Liability insurance	45,000	58,417	58,994
Professional services	19,000	16,079	19,308
Office expenses	89,000	89,915	75,051
	556,387	488,793	480,340
	\$ 1,059,707	\$ 980,088	\$ 825,416
<u>Financial services</u>			
Interest and bank fees	\$ 27,400	\$ 40,284	\$ 16,345
Interest on long term debt	-	130,293	128,126
Bad debts	1,000	13,316	-
Cost of temporary financing	9,100	7,377	-
	\$ 37,500	\$ 191,270	\$ 144,471

---

**CHALEUR REGIONAL SERVICES COMMISSION**

Notes to the consolidated financial statements

For the year ended December 31, 2017

---

**24. EXPENDITURES SUPPORT (continued)**

	(Unaudited) 2017 Budget	2017 Actual	2016 Actual
<b>EXPENDITURES (continued)</b>			
<u>Governance</u>			
Honorariums	\$ 22,500	\$ 29,699	\$ 21,841
Travel	2,000	2,554	2,334
Meetings	8,200	7,512	6,422
	<b>\$ 32,700</b>	<b>\$ 39,765</b>	<b>\$ 30,597</b>
<u>Planning and building inspection services</u>			
Personnel	\$ 444,981	\$ 404,201	\$ 401,203
Advertising	250	365	27
Planning advisory committee	11,150	7,644	8,332
Other	5,000	3,246	4,144
	<b>\$ 461,381</b>	<b>\$ 415,456</b>	<b>\$ 413,706</b>
<u>Solid waste services</u>			
Personnel - generation facility	\$ 1,086,468	\$ 1,120,142	\$ 1,062,749
Station and building	354,500	357,478	372,840
Machinery and equipment	395,000	321,015	338,085
Landfill operations	466,600	434,442	385,772
Scale house	38,000	45,424	61,746
Waste diversion	89,000	61,050	73,612
Hazardous household waste	10,000	22,350	57,542
Environmental trust fund	-	53,414	64,971
Amortization	1,441,068	1,441,068	1,120,746
	<b>\$ 3,880,636</b>	<b>\$ 3,856,383</b>	<b>\$ 3,538,063</b>