REGIONAL SERVICE COMMISSION 11
COMMISSION DE SERVICES RÉGIONAUX 11

ANNUAL REPORT
2019

CONTENTS

PROLOGUE

The information in this annual report describes the activities of Regional Serice Commission 11 during 2019.

It was prepared in early 2020 and finalized in February.

Between that time and the issuance of the report we were impacted by the COVID-19 State of Emergency declaration which made some of the report dated or obsolete.

For example, Region 11 was the first and only commission to be broadcasting its meeting live on the Internet, but in response to social distancing requirements today, many commissions are holding virtual meetings and broadcasting on the Internet.

Also, the municipal elections that were to be held in May of 2020 have been deferred until May of 2021. That means this year there will be no change in the composition of the board. And with the provincial government's full-time focus on COVID-19 issues, it is quite likely that we will see no progress on the Extended Producer Responsibility program or the policing dissatisfaction issue.

Since the emergency declaration, the commission has moved to virtual meetings to ensure the governance and oversight of operations continue and our staff has set up distance working procedures, staffing schedules and operational hours to ensure that we continue to provide customer service.

We look forward to the end of these circumstances when we can return to a more familiar structure, but we recognize that things will never go back to be completely the way they were before.

We urge all our communities and stakeholders to follow the direction of the emergency declaration and to keep safe.

CHAIR'S COMMENTS

On behalf of the of Directors of Regional Service Commission 11, it is my pleasure to present to you the 2019 Annual Report. The past year was both a busy and successful one for the Commission. In the pages that follow, you will see that in addition to overseeing our planning and solid waste division, the board was engaged in several initiatives that have impacts throughout the region.

Throughout the province those communities that receive policing services from the RCMP have been growing increasingly dissatisfied with both the cost and quality of service being provided to them. Our region was no exception and your board continues to be active in trying to affect change.

The provincial government has announced its intention to enact legislation to create an extended producer responsibility program for packaging and printed paper. This has the potential to fundamentally transform recycling in New Brunswick and would obviously have a significant impact on our solid waste division. The board and staff have been active in consulting with government and industry to ensure such a program provides a net benefit to our taxpayers.

In the central area of our region there has been uncertainty for several years about the impact of the closing of the University of New Brunswick aquatics pool and how this will be addressed. At the close of the year, on behalf of the sub-region's communities, RSC 11 began a feasibility study for a replacement pool.

Operationally our operating divisions exceeded their budget targets and I want to thank staff for working hard to minimize the cost to our taxpayers.

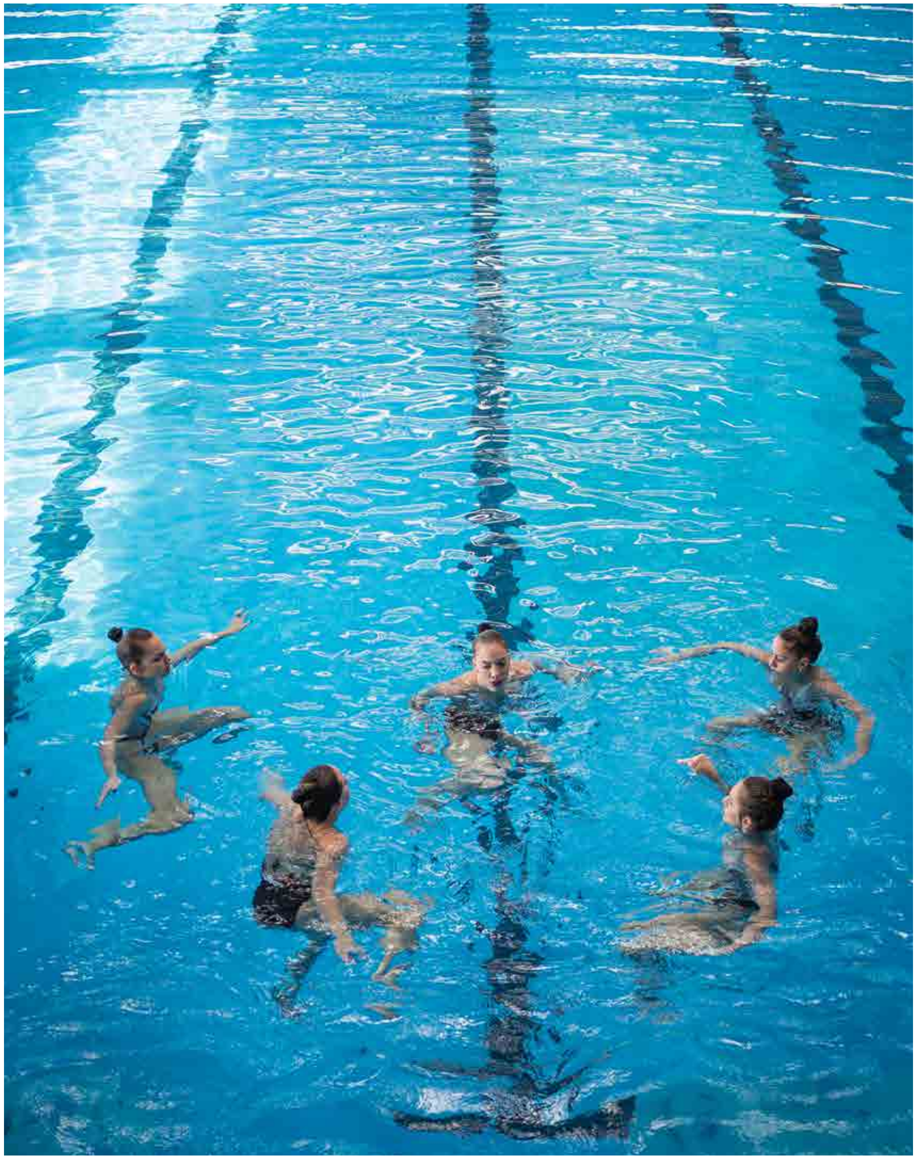
More detail is provided in the report on these issues.

With municipal elections in May of 2020 and LSD selections during that timeframe, 2019 represents the last full year's operation of this board. I have been privileged to serve with such a fine group of community advocates who have invested their talents and considerable time in public service.

Finally, I am sad to report that Blair Cummings, the Mayor of Cambridge-Narrows, passed away on Nov. 19 at the Saint John Regional Hospital. Blair had been mayor for over eight years.

Blair was an engaged community builder, having served on the Lion's Club, Liberal Association, Home and School Association, District Education Council, Regional Development Corporation, C-N Early Learning Centre and perhaps most importantly, as the head of the local coffee committee which identified and addressed local, regional and world issues.

Blair was a part of the Commission from Day One and we will miss him and his consistent challenge for us to be better and aim higher.



REGIONAL POOL

In 2015, Region Service Commission 11 embarked on an analysis of regional approaches to the provision of recreation services. In short, this study found the size of our region made a sub-regional approach more likely, provided that the sub-regions involved come together voluntarily.

The first instance of that happening occurred last year with respect to the challenge of developing a regional aquatics pool in the core of RSC11.

The University of New Brunswick (UNB) had announced that the Sir Max Aitken Pool would close in 2021. In April of 2019, in response to the elimination of this aquatic capacity in the area UNB and the City of Fredericton announced an agreement to facilitate the development of a new facility. The agreement was valued at $6-million with the university contributing land valued at $3-million and the city would contribute an equal amount in funding.

The first step in such an exercise is to undertake a feasibility study to examine community needs, financial feasibility and an indicative business plan in respect of the prospective facility. Additionally, a functional space program that reflects the balance between community needs and wants and an approach to governance will be addressed.

The communities of Fredericton, Oromocto, Hanwell and New Maryland as well as many of the Local Service Districts immediately adjacent to those municipalities approached the RSC to lead this process and attempt to obtain provincial government funding to support the initiative.

In October we were able to obtain a grant of $75,000 which was enhanced by a $25,000 contribution from the communities to prepare a feasibility study to examine community needs, financial feasibility and an indicative business plan in respect of the prospective facility. Additionally, a functional space program that reflects the balance between community needs and wants and an approach to governance will be addressed.

This project launched on Dec. 17 and is scheduled to be complete by the end of April, 2020.

Upon completion the study will be delivered by the working group to the participating municipalities and the RSC's role will be complete.

EXTENDED PRODUCER RESPONSIBILITY

Extended Producer Responsibility (EPR) legislation charges industry with the end of life management of its products. Presently in New Brunswick there are EPR programs for tires, paint, oil, glycol products and electronics.

In October of 2019, after years of joint study with the RSCs, the provincial government announced its intentions to introduce legislation covering packaging and printed paper (PPP) which includes:

- Plastic Bottles & Jars;
- Rigid Plastics;
- Corrugated Cardboard;
- Boxboard;
- Containers;
- Steel Containers; and,
- Mixed Paper.

PPP materials are far and away the largest category of recyclables in the waste stream and because our commission already deals with a full range of materials (as do some other commissions) we are keenly interested (and supportive) in the enactment of legislation.

As this consultative process neared its conclusion, the board adopted a resolution outlining its position on PPP legislation and issued a letter to the Minister of Environment and Local Government urging him to consider its advice. In general terms, the board was supportive of the initiative, but concerned that legislation might overlook key operational factors.

As the bodies currently doing the bulk of provincial recycling, it was the board's position that the RSCs are the NB subject matter experts and advocated for the province to make use of that expertise. Staff was also directed to coordinate lobbying efforts with the other commissions reflecting the stated position in the ministerial letter.

RSC11's executive director and the general manager of the solid waste division were members of a working group comprised of provincial and commission officials who worked on developing a regulatory framework for promised legislation. Our staff along with the Chair represented the 12 RSCs in a face- to-face meeting with the Minister on the topic.

This initiative has consumed considerable time and effort by staff and the board, and we are awaiting the outcome. Changes to the practices around recycling this amount of material will undoubtedly have a significant impact on our operating model and will lead to adjustments to our long-range planning which the new board will have to consider.

We have been advised that the regulation will likely be introduced in April.

Our position is that the legislation should:

- facilitate the retention of current jobs and utilize the existing solid waste infrastructure;
- establish clear targets and reporting requirements that will result in a real reduction of the province's environmental footprint and increased diversion;
- be accessible to all residents and businesses;
- facilitate the development of a strategic R&D fund; and,
- be a standardized program across the province, administered by the RSCs.

POLICING DISSATISFACTION

Throughout the province, communities that receive policing services from the RCMP have grown increasingly dissatisfied with both the cost and quality of services being provided.

As a result, the Department of Public Safety (DPS) hosted consultation sessions with community leaders. The Region Service Comission 11 session was held in June. Those sessions were expected to produce a report and recommendations before the end of the year. However, this did not happen, and the department has been silent on when such a report might be expected.

During the September meeting between the RCMP and our Policing Advisory Forum, we were advised that no longer would the RCMP regularly attend council meetings and provide what they called "Mayor's Reports." Going forward, we were advised that quarterly reports would be presented to the Advisory Forum.

The Policing Committee then brought forward a report to the board recommending the Minister of Public Safety be advised of our dissatisfaction. On Dec. 3, the Chair sent a letter to the Minister observing that the delivery of policing services had migrated from a "community policing" focus to an "institutional model" and that this change was unacceptable to the Region. Specifically, it was noted that:

- Mayor's reports will no longer be prepared and/or presented: community representatives believe that they will be less informed about the actual delivery and impact of policing services in our region;
- Community leaders are receiving many complaints from residents: concerns are being brought forward about what is seen as a change/ lack of service from police. By association, citizens feel a new sense of vulnerability and they express real fear for their safety;
- Visibility is a problem. Community leaders know their communities: there is a belief that police presence is a real deterrent to crime. When RCMP officers do "drive throughs" in a community, residents notice and feel more confident that help is available to them;
- Response times are seen to be inappropriate: if an officer must travel from head-office there is a greater likelihood that they will be too late to provide aid;
- Cost for service continues to increase. Community leaders in charge of municipal budgets are conscious of the ever-increasing portion of their budget that goes to policing yet the policing service is perceived by citizens as declining; and,
- Lack of communication about the change in approach to service delivery: there is little understanding "in the field," that the service model has changed and there is need for improved communication with the public about this.

In closing, the letter urged the Minister to ensure that policing delivery re-establish the effective partnership approach previously used. A response was not received by the end of the year and the board has identified this area as a key initiative going forward.

LANDFILL GAS

It is bright green, nestled amongst the trees and mounds of soil, an operation that is probably misunderstood.

Not misunderstood by those in the business, but certainly by those with a casual interest in landfill maintenance or for those who simply view Regional Service Commission 11's solid waste division a place to simply dump items and move on with their day.

The SWD's landfill gas to energy system is one entering a 15-year history with ups, downs and in betweens, but certainly a critical component to the landfill operations.

THE STORY IS ONE OF NEED, ONE OF NECESSITY.

In the early 2000s as the landfill entered its late teenage years of service, it was known odours would begin surfacing.

The pursuit of a landfill gas system began in earnest and the first incarnation was built, a 40-foot cylinder that was simple in design, simple in approach. The system, augmented with a series of horizontal and vertical piping under the existing landfill cells, was designed to funnel methane and trace gasses from decomposing garbage toward one main header.

From there, greater than 99 per cent of those greenhouse gases and offending odours were destroyed and simply flared off through the cylinder.

It was the first piece of the landfill gas management puzzle and was always meant as Phase I.

Although Phase I did its job, there was more to the story than simply funnelling the offending gasses and destroying them by flaring off the result of decomposing organics.

ENTER PHASE II.

The present-day landfill gas to energy system, connected with NB Power's grid and producing enough energy to heat and light some 2,300 homes, continues to do the job it was designed for, despite many challenges.

Challenges mainly coming from Mother Nature.

Although residents of RSC11's geographical boundaries love hot and dry summers, the landfill gas to energy needs fuel. The fuel required is rain.

With water required to help garbage decompose in the landfill cell areas, back-to-back dry summers have slowed the methane gas process, the field not generating its usual amount of gas without the necessary water, resulting in lower than anticipated Mega Watts.

Staff has introduced 17 new wells in the landfill area to optimize gas collection, concentrating on using vertical wells as opposed to horizontal.

The numbers are increasing at the landfill gas to energy plant and it remains a true green project for the region.

Misunderstood, yes, but a key component to producing energy and keeping odours down.

CANNABIS ZONING CHALLENGES

Since the legalization of cannabis, we have been approached by many proponents wishing to enter that industry. The most common request we receive is for the establishment of a "micro grow op."

In discussion with other commissions and municipalities, who were also receiving requests in this new area, a collective decision was made that cannabis cultivation was an agricultural activity and would have to adhere to those zoning requirements.

However, during the development of these application, we were advised by the province that these operations were to be limited to industrial zones. Since most of the requests were targeted for lands zoned for agricultural purposes, this resulted in rezoning applications.

In our region, cannabis rezoning represented the largest single reason for zoning requests and enquiries in general. Typically, these requests have been met with strident opposition by citizens not wanting businesses to set up in their neighbourhoods. These concerns primarily revolved around potential odours and water supply and run off concerns.

In our region, an application for lands in the Local Service District of New Maryland created the most controversy. At our public hearing on Dec. 5 in New Maryland, over 75 people attended the session, the majority speaking out against the rezoning application. Passions ran high during the discussion with only several people speaking on behalf of the application. The LSD representatives, through its advisory committee, also denounced the rezoning application.

Following the meeting, there were numerous letters against the micro facility which were forwarded to the Department of Environment.

A decision on the matter was not completed at the end of 2019, but officials expect an announcement in the spring of 2020.

It is apparent that it will take some time before this previously illegal activity finds its acceptable place in our communities.

UNSIGHTLY

The process is not an easy one, and 17 necessary steps are in place to deal with unsightly premises in the coverage area of Regional Service Commission 11.

Whether all of those steps are deemed necessary comes down to local common council or property owner decisions.

The idea behind dealing with unsightly premises is to ensure safety from potential unsafe buildings or unattended houses and to clean up properties that have become overgrown or feature abandoned vehicles, garbage and other paraphernalia that is considered derelict.

The following steps are part of RSC11 identifying and dealing with unsightly premises:

1. Upon receiving an address from clerk's office, the RSC11 compliance officer pays a site visit to determine if the property in question qualifies as Unsightly Premises under provincial guidelines.

2. If the location qualifies, it is inspected by two RSC11 building inspectors, who assess the condition and determine if the building can be rehabilitated or is beyond repair and must be demolished. A report is generated by the inspectors for the clerk.

3. RSC11 checks the Provincial Property Tax Authority to determine if it has begun collection or tax sale process for any outstanding unpaid property taxes. The province is informed RSC11 is proceeding under the Unsightly Premises Act, so no collection by the province will begin during the procedure. (canlii.org/en/nb/laws/stat/rsnb-2014-c-135/latest/rsnb-2014-c-135.html)

4. RSC11 then contacts the owner by letter and telephone, if possible. Owners are made aware of the issues found by inspectors and set up a schedule to

repair or tear down the building. If the owner(s) do not act within the time frame indicated in the letter, the process begins. Time frames can vary from 14 days to an agreed time period with the owner. Emergency situations could lead to a shorter time frame.

5. The clerk is contact by RSC11 to get a motion from council authorizing spending the money to take the action recommended in the inspection report.

6. Clerk is notified if action proceeds, any outstanding sewer bills will be forfeited.

7. RSC11 develops a notice to be signed and notarized by the clerk. That notice is then delivered to the Registry Office for registration and the notice is delivered to the owner in person or by registered mail. A notice is also posted on the building.

8. A tender document is processed by RSC11 detailing work to be done. That document is sent to the clerk to issue tender.

9. At that point, the property owner is informed there is a time frame to appeal the proceedings directly to council. Most rarely appeal.

10. If there is no action results from the meeting between the owner and council, a tender will be awarded for demolition or remedial work.

11. RSC11 building inspector will inspect the property to confirm the work has been done as per tender.

12. Municipality tries to collect the cost of the tender and any fees from the owner. The municipality must try at least twice.

13. If the owner pays, a building inspector or development officer from RSC11 prepares a release document for signing by the clerk and registers the document in the Registry Office.

14. If the owner does not pay, the clerk applies to the province for reimbursement. The clerk must show how the municipality tried to collect the bill.

15. The province reimburses the municipality for the tender amount and fees.

16. RSC11 prepares a release document for signing by the clerk to be registered at the Registry Office.

17. File is then closed.

The time-line for municipalities when dealing with unsightly premises varies, depending on the file. Six to eight months is not an unusual length and some files can span two years.

There is an emergency procedure which allows the act to be shortened although RSC11 has not encountered that process.

FLOOD DAMAGE ONCE AGAIN AFFECTS REGION

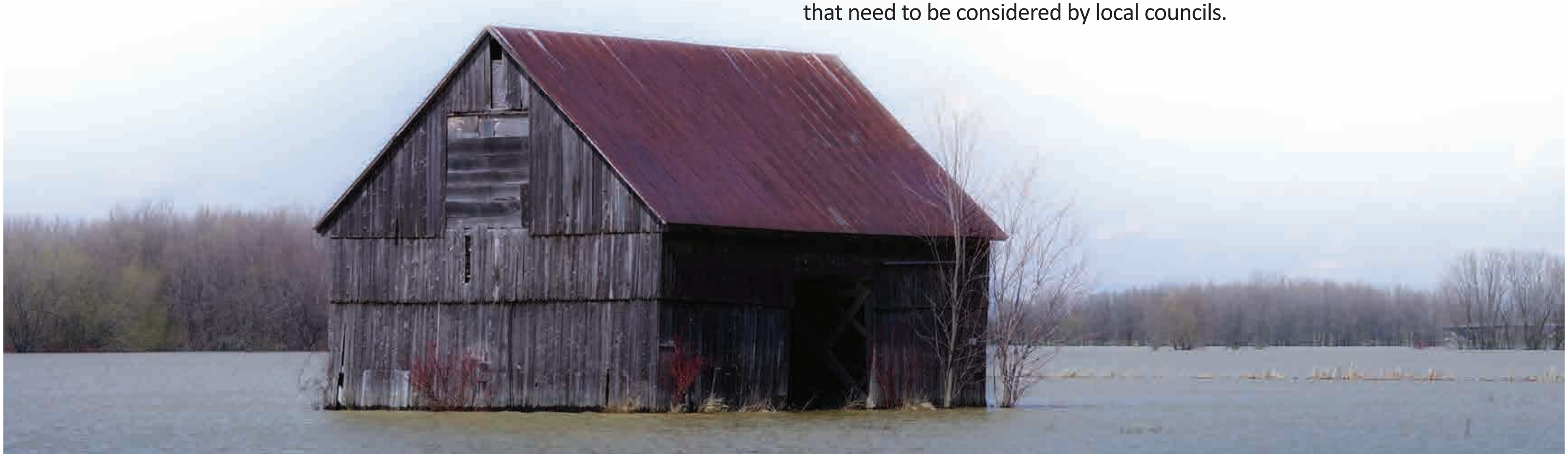
The St. John River Valley flooded once again in 2019. While significant, the flood did not equal the damage of 2018 with individuals and communities better prepared for Mother Nature's significant force. That included increased advanced notice of the water levels compared to preparation in 2018.

Regional Service Commission 11's solid waste and planning divisions were impacted by the flood. Both divisions did their best to respond to communities and citizens in a timely manner.

The increasingly common and impactful weather events have significant impact on affected individual property owners and noticeable impact on the communities RSC11 serves.

When assessed values are rightly adjusted downward to reflect damage inflicted on properties and structures, this lowers the tax base of a community and without corresponding increase in the tax rates, lower revenues for the affected town or village is the result.

The financial impacts of these events are now one of the budgeting variables that need to be considered by local councils.



TECHNOLOGY CAN BE USED IN NUMEROUS DIFFERENT WAYS

Regional Service Commission 11 had several reasons to take advantage of technology.

RSC11 is the only commission to use cameras during its meetings, broadcasting its meetings on-line to those who wish to follow.

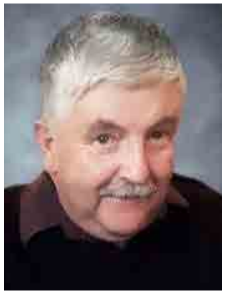
'We wanted to be transparent and be accountable for the positions we hold and the projects we are working on our communities with,' said RSC11 Executive Director, Don Fitzgerald. 'The opportunity to use webcasts as part of what we do was something we jumped on when it became available. The technology is there and we're glad we can offer this to the citizens we serve.'

RSC11 hosts its regular monthly meetings the first Tuesday of each month or on other designated dates in the event of weather through the winter months.

'From our annual report to other business points, we want our residents to have access to what RSC11 offers and why and how decisions are made on a consistent basis,' said Fitzgerald. 'Even if a viewer watches our webcast, something may be of interest where they can follow up. It can make for better community communication and create further awareness of what RSC11 and its representatives do each year. Webcasting has been a big plus for our organization.'

You can view the webcast during RSC11 meetings by visiting **www.rsc11.ca/board-meetings/**

RSC11 MOURNS LOSS OF PASSIONATE MEMBER



Blair Cummings, an engaged community builder who served on numerous boards including Regional Service Commission 11, passed away Nov. 19 at the Saint John Regional Hospital.

The mayor of Cambridge Narrows for eight years, Mr. Cummings was a passionate, vocal and original member of RSC11.

A builder in Cambridge-Narrows, Mr. Cummings had a keen interest in the region around him and was an active member of the Jemseg Lion's Club, New Brunswick Liberal Association, Cambridge-Narrows Community Home and School Association, District Education Council New Brunswick, Regional Development Corporation, Cambridge-Narrows Early Leaning Centre and perhaps most importantly, the head of the local coffee committee which identified and addressed local, regional and world issues.

Mr. Cummings will be missed for his consistent challenges of RSC11 aiming to be better and aim higher. He was 65.

SOLID WASTE DIVISION (SWD)

The Solid Waste Division of Regional Service Commission 11 opened its doors in 1986.

Entering Its fourth decade of operation, significant change continues to occur with its service to the community.

From a simple beginning of accepting regional waste to expanded services and sustainability of environmental protection and leadership, SWD continues its course toward 2020 and beyond. SWD continues to thrive as an environmental leader, building off its lists of provincial firsts including:

- First regional sanitary landfill in New Brunswick;
- First blue and grey curbside recycle collection;
- First landfill gas management system;
- First landfill to bale its garbage;
- First to construct a recycling facility;
- First to develop a household hazardous waste program; and,
- First landfill gas collection system process in Canada to be verified allowing it to see carbon credits on the international Blue Registry.

SWD employees were able to keep cell development and other projects on course for a challenging, yet effective, 2019.

Operation and environmental protection pursuits remain paramount for a coverage area of some 125-square kilometres.

Garbage, household hazardous waste, landfill gas to energy, recycle and construction and demolition and the acceptance of electronic waste in 2019, all reflected SWD's continued commitment to the environment.

SWD also accommodated residents affected by the severe regional flooding for the second consecutive spring. Although not as catastrophic as 2018, SWD waived tipping fees for residents bringing in flood-related items and, in conjunction with New Brunswick Department of Environment, SWD was compensated for the no charge service that was capped in early summer. Despite challenges of increased volume accommodated, SWD adapted and played a key role in properly disposing flood-related items.

Household Hazardous Waste continues to flourish and an increased effort on recycling.

The on-site HHW facility operated by SWD continued to flourish, open each Wednesday and Saturday. SWD also operated three successful off-site HHW collection days in Stanley, Minto and Keswick with almost 1,000 residents served, properly disposing of residential contaminants.

Just under 4,650 vehicles crossed the SWD scales for HHW drop-off in 2019. The schedule for 2020 HHW remote events will be announced in early spring.

Labpack total weight was 36,240 kilograms. Items included in labpack are lighter fluid, swimming pool chemicals, Drano and paint thinners which are separated and stored in 45-gallon drums. Paint received totalled 80,400 litres.

LANDFILL GAS TO ENERGY

SWD's landfill gas to energy plant produced 7,473,996 Kilo Watts in 2019.

Water is required to help garbage decompose in the landfill cell areas. With the severe lack of rain during the late spring and summer months, that garbage was unable to decompose as normal into methane gas. The field did not generate its usual amount of gas without the water, resulting in lower than anticipated Mega Watts.

In the coming year we will be putting in 17 new wells to optimize our gas collection field using vertical rather than horizontal wells.

The energy plant produces enough energy to power approximately 2,300 homes. It eliminates between 45,000 and 60,000 tonnes of greenhouse gas in the air per year.

Despite the environmental circumstances, the landfill gas to energy product is a viable entity that is truly a green project.

MATERIAL RECOVERY FACILITY AND RECYCLING

The overall tonnage handled by the Materials Recovery Facility (MRF) was 7,197 metric tonnes in 2019.

Revenues totalling $6,244.45 were received on five and 10-cent refundables during the year.

The MRF accepts mixed paper, aluminum cans, No. 8 paper, corrugated cardboard and plastics No. 1 through 7.

Items are baled into approximate 700-kilogram bales and sold across the world.

We continued sending product to China, the world's largest importer. With the dual sorting practice of grey and blue box recycling, product is sorted at home before being sorted again at SWD. That approach allows for clean and consistent product to be shipped world-wide including China.

DIVERSION

SWD diverted 623.38 tonnes of scrap metal in 2019, over 300 tonnes of wood and brush and 6,175 tonnes in construction and demolition.

There were 3,500 tonnes of methane diverted through landfill gas to energy plant, the single largest embedded energy project in the province with the reduction of 60,000 carbon equivalent tonnes.

These figures do not include commercial sectors.

Residential diversion rate was 33 per cent.

LANDFILL

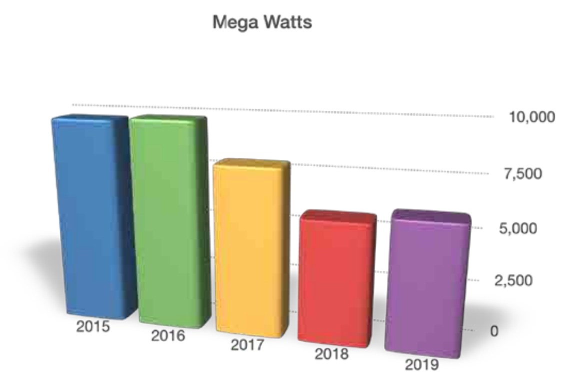
The tipping fee for 2019 was $90. Garbage intake for 2019 was 80,234 metric tonnes.

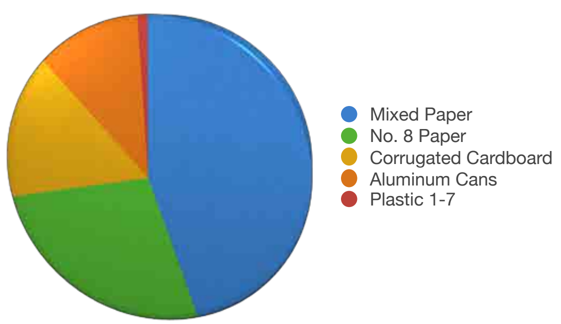
CONSTRUCTION AND DEMOLITION

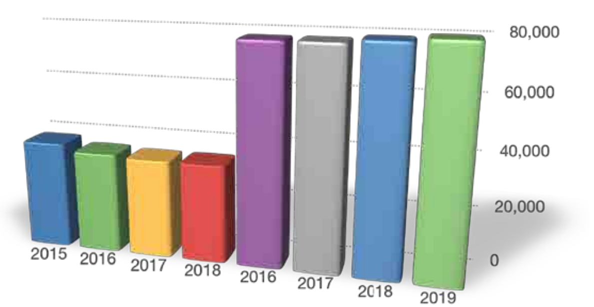
Waste that comes from construction and demolition is kept out of the main engineered landfill site. Instead, construction and demolition material is diverted to its own special area.

The reason to separate the construction material from regular waste is two-fold. The first is the size of some of the items such as large pieces of concrete. These large portions of concrete cannot be baled without damaging the machinery and would take up a significant amount of space in the landfill. The second reason is some of the items are recyclable such as metals (ie. copper and steel). By keeping construction and demolition waste separate, the lifespan of the landfill is prolonged.

The tipping fee was $42.5 close to half of the price of the regular tipping fee. The intake for the year was 6,175 metric tonnes.







LEACHATE TREATMENT POND

The landfill has a leachate treatment pond which was constructed in 2000. The pond receives leachate generated in the landfill cells and provides treatment through biological activity supported by an aeration system. Leachate remains in the pond for approximately 127 days prior to discharge to the Fredericton Area Pollution Control Commission for final treatment. In 2019, a total of 103,381,860 litres of treated liquid were discharged from the treatment pond.

ASH CELL

A cell designed for the disposal of ash generated by the University of New Brunswick's physical plant was constructed in 2001. UNB reimburses the landfill for capital and operational costs associated with the ash cell. In 2019, 1,059.91 metric tonnes of ash were received from UNB. The revenue was $95,392.

3

Three successful Household Hazardous Waste region-wide collection days were held in Stanley, Minto and Keswick

PUBLIC RELATIONS & EDUCATION

The SWD continued its foray into cinema advertising and continued its move into digital advertising while also increasing television advertising, creating a tremendously successful landfill gas to energy commercial showcase and milk recycling campaigns.

Recycling advertising continued, but SWD moved toward the new generation of digital campaigns that targeted audiences in specific areas of the region with recycling, household hazardous waste and Recycle Hotline number information through various campaigns and GeoFencing.

There were 38 classroom visits from K to fifth-year university students and an additional 41 tours to the landfill site from a variety of visitors.

SWD also has its own YouTube site where recycle videos, landfill gas to energy and other environmental shorts are available for schools. The YouTube channel and website videos are shown to classes with a mix of real and animated scenes. Work also began in 2019 on a new commercial initiatve.

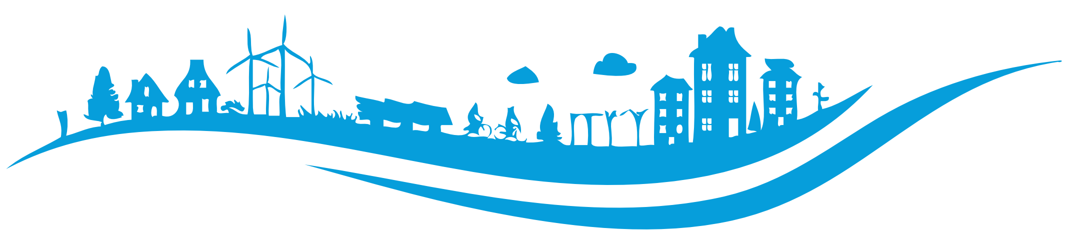
SWD continues to advertise in numerous locations and through various events across the region to enhance recognition of its services and Recycle Hotline number at 453-9938.

STATISTICS

MUNICIPALITY	ELECTRICAL WAIVERS		T&C APPLICATIONS		SUBDIVISION		BUILDING PERMITS		DEVELOPMENT PERMITS		TOTAL	
	VALUE	TRANSACTIONS	VALUE	TRANSACTIONS	VALUE	TRANSACTIONS	VALUE	TRANSACTIONS	VALUE	TRANSACTIONS	VALUE	TRANSACTIONS
Cambridge Narrows	$175.00	7	$500.00	2	$1,100.00	3	$5,126.00	19	$0	19	$6,901.00	50
Chipman	$350.00	18	$1,250.00	2	$400.00	2	$10,798.00	6	$100.00	2	$12,898.50	30
Fredericton Junction	$0	8	$0	0	$0	0	$157.00	10	$0	0	$157.00	18
Gagetown	$350.00	12	$0	0	$750.00	3	$4,479.00	9	$0	10	$5,579.00	34
Hanwell	$670.00	32	$3,500.00	5	$2,675.00	8	$18,299.00	30	$650.00	13	$25,874.00	88
Minto	$500.00	20	$500.00	2	$950.00	3	$5,790.00	23	$500.00	10	$8,240.00	58
Millville	$0	0	$0	0	$250.00	1	$0	0	$0	0	$250.00	1
Nackawic	$0	5	$250.00	1	$500.00	3	$3,145.50	8	$100.00	2	$3,995.50	19
Stanley	$75.00	3	$0	0	$0	0	$180.00	3	$50.00	1	$305.00	7
Tracy	$100.00	4	$250.00	1	$450.00	2	$1,725.00	5	$0	0	$2,525.00	12

BUILDING PERMIT COMPARISON

MUNICIPALITY	2018	2019
Blissville	$327,000	$13,500
Bright	$940,000	$1,260,500
Burton	$2,731,938	$2,109,105
Cambridge	$1,396,350	$1,270,300
Cambridge-Narrows	$1,176,800	$1,016,517
Canning	$2,670,870	$1,721,700
Chipman LSD	$429,500	$739,700
Chipman	$864,047	$2,333,400
Clarendon	$1,000	$0
Douglas	$1,638,340	$1,213,000
Dumfries	$130,500	$414,700
Estey's Bridge	$2,389,970	$4,387,580
Fredericton Junction	$348,200	$463,800
Gagetown	$1,011,280	$890,100
Gagetown LSD	$375,000	$780,000
Gladstone	$6,500	$251,000
Hampstead	$124,000	$384,000
Hanwell	$8,216,581	$4,243,766
Keswick Ridge	$1,762,979	$1,294,800
Kingsclear	$4,025,994	$1,882,000
Lincoln	$1,904,380	$15,318,958
Maugerville	$1,149,150	$125,849
Millville	$124,500	$0
Minto	$871,931	$1,290,575
Nackawic	$513,200	$585,600
New Maryland	$3,662,000	$2,615,486
Noonan	$515,000	$484,675
Northfield	$91,500	$342,000
Prince William	$417,000	$2,180,000
Queensbury	$480,075	$300,500
Rusagonis	$4,367,110	$3,537,400
Sheffield	$1,316,313	$542,800
Southampton	$745,000	$323,900
Saint Marys	$3,367,000	$5,778,690
Stanley LSD	$230,000	$201,000
Stanley Village	$253,000	$56,000
Tracy	$264,500	$319,853
Waterborough	$1,616,400	$1,505,880
Wirral-Enniskillen	$0	$0
TOTALS	$52,454,908	$62,178,634



APPENDIX A

MEMBER COMMUNITIES

Village of Cambridge-Narrows	Village of Chipman	City of Fredericton
Village of Fredericton Junction	Village of Gagetown	Village of Millville
Village of Minto	Town of Nackawic	Village of New Maryland
Town of Oromocto	Village of Stanley	Village of Tracy
Rural Community of Hanwell	Parish of Bright	Parish of Burton
Parish of Cambridge	Parish of Canning	Parish of Chipman
Parish of Clarendon	Parish of Dumfries	Estey’s Bridge
Parish of Douglas	Upper Gagetown	Parish of Gladstone
Hampstead	Parish of Blissville	Keswick Ridge
Parish of Kingsclear	Parish of Lincoln	Parish of Maugerville
Parish of New Maryland	Noonan	Parish of Northfield
Parish of Prince William	Parish of Queensbury	Rusagonis-Waasis
Parish of Saint Marys	Parish of Sheffield	Parish of Southampton
Parish of Stanley	Parish of Waterborough	Wirral-Enniskillen

APPENDIX B

DIRECTORS EXPENSES

DIRECTOR	REPRESENTING	2019 EXPENSES
Eleanor Lindsay	Local Service Districts	$1,672.92
Mike Chamberlain	Local Service Districts	$2,524.59
Michael Blaney	Gagetown	$1,463.81
Judy Wilson-Shee	New Maryland	$1,748.78
Bev Forbes	Millville	$2,481.04
Robert Powell	Oromocto	$2,546.27
Blair Cummings	Cambridge-Narrows	$366.00
Mark Foreman	Stanley	$2,125.37
Daryl Prince	Local Service Districts	$783.10
Peter Morrison	Local Service Districts	$2,928.11
Dale Mowry	Tracy	$2,433.06
Ian Kitchen	Nackawic	$1,616.86

DIRECTOR	REPRESENTING	2019 EXPENSES
Carson Atkinson	Chipman	$1,898.95
Debby Peck	Local Service Districts	$2,007.07
Leo Kolijn	Local Service Districts	$1,694.11
Erica Barnett	Minto	$1,634.29
John Bigger	Fredericton Junction	$3,036.76
Chris Rinehart	Local Service Districts	$696.10
Susan Cassidy	Hanwell	$2,469.55

ALTERNATES	REPRESENTING	EXPENSES
Dave Morrison	Hanwell	$136.69
Steven Hicks	Fredericton	$1,175.73
John T. Nisbet	Cambridge-Narrows	$130.95
Robert White	Gagetown	$170.86

APPENDIX C

MEETING ATTENDANCE

COMMUNITY	REPRESENTATIVE	MEETINGS
Cambridge-Narrows	Blair Cummings	2 of 8
	Tom Nisbet*	2 of 2
Chipman	Carson Atkinson	8 of 10
Fredericton	Mike O'Brien	0 of 10
	Steven Hicks*	9 of 10
Fredericton Junction	John Bigger	8 of 10
Gagetown	Michael Blaney	6 of 10
	Robert White*	2 of 10
Hanwell	Susan Cassidy	10 of 10
Millville	Bev Forbes	10 of 10
Minto	Eric Barnett	8 of 10
Nackawic	Ian Kitchen	8 of 10

COMMUNITY	REPRESENTATIVE	MEETINGS
New Maryland	Judy Wilson -Shee	10 of 10
Oromocto	Robert Powell	10 of 10
Stanley	Mark Foreman	8 of 10
Tracy	Dale Mowry	9 of 10
LSD Representatives	Mike Chamberlain	9 of 10
	Leo Kolijn	10 of 10
	Eleanor Lindsay	7 of 10
	Peter Morrison	10 of 10
	Debby Peck	9 of 10
	Daryl Prince	4 of 5
	Chris Rinehart	6 of 6

*Indicates attendance as a Director's Alternate

APPENDIX D

PRAC EXPENSES

PRAC MEMBERS	2019 EXPENSES
Paul Milburn	$976.82
Bernie Hoganson	$1,453.72
Mike Chamberlain	$1,111.77
Eldon Hunter	$1,113.74
Peter Corey	$728.72
John T. Nisbet (Tom)	$1,599.90
Daryl Prince	$152.61

PRAC MEMBERS	2019 EXPENSES
Scott Smith	$134.43
Brian Toole	$1,049.39
Peter Morrison	$1,012.13
Blaine Nason	$762.04
Bobbi Hartt	$516.93
Debby Peck	$753.48
Susan Jonah	$1,254.76

Regional Service Commission 11

Audited Financial Statements

December 31, 2019

MacMillan Lawrence & Lawrence
Chartered Professional Accountants

Regional Service Commission 11

December 31, 2019

Contents

MacMillan Lawrence & Lawrence
Chartered Professional Accountants

Independent Auditors' Report

To the Commissioners of
Regional Service Commission 11

Opinion

We have audited the financial statements of Regional Service Commission 11 (the "Commission"), which comprise the statement of financial position as at December 31, 2019, and the statement of operations, accumulated surplus, changes in net debt and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Commission as at December 31, 2019, and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

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

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

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

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

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

Auditor's Responsibilities for the Audit of the Financial Statements

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

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

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

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

MacMillan Lawrence & Lawrence

Fredericton, NB
April 7, 2020

Chartered Professional Accountants

Regional Service Commission 11

Statement of Financial Position

December 31, 2019

		2019		2018
Financial assets				
Cash and cash equivalents (Note 3)	$	3,203,897	$	3,456,947
Receivables (Note 4)		942,437		1,419,491
Loan receivable (Note 5)		89,765		95,755
Inventory		37,605		39,475
Interest receivable		6,241		10,933
Investments (Note 6)		3,926,743		3,220,072
		8,206,688		8,242,673
Liabilities				
Payables and accruals		671,812		1,152,681
Deferred revenue		101,285		-
Funds held in trust (Note 16)		108,423		107,077
Retiring allowance (Note 10)		618,287		603,537
Long term debt (Note 8)		4,314,000		4,160,000
Accrued post-closing costs (Note 7)		3,861,799		3,473,053
		9,675,606		9,496,348
Net debt		(1,468,918)		(1,253,675)
Non-financial assets				
Tangible capital assets (Schedule 1)		12,909,279		12,334,918
Prepaid expenses		175,661		130,512
Deferred financing charges		12,865		16,597
		13,097,805		12,482,027
Accumulated surplus	$	11,628,887	$	11,228,352

See accompanying notes to financial statements

Contingencies and commitments (Note 13 & 14)

Approved by the Commission:

Original Signed by Judy Wilson-Shee
________________________ Member

Original Signed by Susan Cassidy
________________________ Member

Regional Service Commission 11

Statement of Operations and Accumulated Surplus

Year ended December 31, 2019

	(Unaudited) Budget 2019	Actual 2019	Actual 2018
Revenue			
Sale of services (Schedule 6)	$ 6,209,465	$ 5,994,248	$ 6,269,915
Member charges (Schedule 6)	4,322,867	4,328,898	4,161,102
Other (Schedule 6)	210,000	223,924	142,304
Grants (Schedule 6)	-	18,384	27,905
Interest	13,500	75,062	77,845
	10,755,832	10,640,516	10,679,071
Expenditures			
Administration (Schedule 6)	2,263,653	2,254,557	2,140,581
Fiscal services	132,305	138,223	117,695
Governance (Schedule 6)	71,031	40,775	52,534
Planning and building inspection services (Schedule 6)	785,778	789,104	726,000
Post-closing costs (Note 7)	229,500	331,602	3,312
Regional policing collaboration	7,500	-	-
Regional sport, recreation and culture	10,000	5,000	-
Solid waste services (Schedule 6)	7,631,160	7,098,223	6,945,300
	11,130,927	10,657,484	9,985,422
Annual (deficit) surplus before unrealized gain (loss) on investments	(375,095)	(16,968)	693,649
Unrealized gain (loss) on investments		417,503	(177,525)
Annual surplus		400,535	516,124
Accumulated surplus, beginning of year		11,228,352	10,712,228
Accumulated surplus, end of year		$ 11,628,887	$ 11,228,352

See accompanying notes to financial statements

Regional Service Commission 11

Statement of Changes in Net Debt

Year ended December 31, 2019

	2019	2018
Annual surplus	$ 400,535	$ 516,124
Acquisition of tangible capital assets	(2,523,862)	(1,949,145)
Amortization of tangible capital assets	1,949,501	1,474,352
	(173,826)	41,331
Change in deferred financing charges	3,732	3,743
Change in prepaid expenses	(45,149)	(9,794)
(Increase) decrease in net debt	(215,243)	35,280
Net debt, beginning of the year	(1,253,675)	(1,288,955)
Net debt, end of year	**$ (1,468,918)**	**$ (1,253,675)**

See accompanying notes to financial statements

Regional Service Commission 11

Statement of Cash Flows

Year ended December 31, 2019

	2019	2018
Increase (decrease) in cash and cash equivalents		
Operating activities		
Annual surplus	$ 400,535	$ 516,124
Amortization of tangible capital assets	1,949,501	1,474,352
Gain on disposal of tangible capital assets	(140,650)	(79,750)
Unrealized (gain) loss on investments	(417,503)	177,525
	1,791,883	2,088,251
Change in non-cash working capital		
Receivables	477,054	(504,623)
Interest receivable	4,692	(10,933)
Loan receivable	5,990	3,617
Inventory	1,870	22,676
Payables and accruals	(480,869)	182,940
Deferred revenue	101,285	-
Funds held in trust	1,346	1,046
Retiring allowance	14,750	(34,463)
Accrued post-closing costs	388,746	55,281
Deferred finance charges	3,732	3,743
Prepaid expenses	(45,149)	(9,794)
	473,447	(290,510)
Cash flows provided by operating activities	2,265,330	1,797,741
Capital activities		
Acquisition of tangible capital assets	(2,523,862)	(1,949,145)
Proceeds from disposal of tangible capital assets	140,650	79,750
Cash flows used in capital activities	(2,383,212)	(1,869,395)
Financing activities		
Long term debt (net)	154,000	233,000
Cash flows provided by financing activities	154,000	233,000
Investing activities		
Investments (net)	(289,168)	(278,764)
Cash flows used in investing activities	(289,168)	(278,764)
Net decrease in cash and cash equivalents	(253,050)	(117,418)
Cash and cash equivalents, beginning of year	3,456,947	3,574,365
Cash and cash equivalents, end of year	$ 3,203,897	$ 3,456,947

See accompanying notes to financial statements

1. Nature of operations

The Commission was established under a special act of the New Brunswick legislature with a mandate to provide or facilitate the provision of regional planning services and solid waste disposal services to all its members, and to all its members that are local service districts, a land use planning service. Regional Service Commission 11 (the "Commission") was created effective January 1, 2013.

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 Fredericton Region Solid Waste Commission and the Rural Planning District Commission, with the exception of $4,146 in capital assets, are transferred to and become the assets, liabilities, rights, obligations, powers and responsibilities of Regional Service Commission 11.

2. Significant accounting policies

Basis of accounting
The financial statements of the Commission have been prepared in accordance with Canadian generally accepted accounting principles as recommended by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada.

Reporting entity
The financial statements of the Commission reflect the assets, liabilities, revenues and expenses and changes in net debt and cash flows of the reporting entity. Inter-fund balances and transactions have been eliminated.

Revenue recognition
Revenues are recognized as they are earned and measurable. Tipping fees are recorded when the waste is delivered to the landfill facility and when collection is reasonably assured. Recycling commodity sales are recognized upon shipment of the recyclables to the customer and when collectability is reasonably assured. Planning fees are recognized as they are earned or upon issuance of a permit.

Financial instruments
The Commission initially measures its financial assets and financial liabilities at fair value. The Commission subsequently measures all its financial assets and financial liabilities at amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in the statement of operations.

Financial assets measured at amortized cost include cash and cash equivalents, receivables and investments.

Financial liabilities measured at amortized cost include payables and accruals and long term debt.

Financial assets measured at fair value include investment in balanced funds and term deposits.

The fair value of investments in balanced funds are determined by reference to the latest closing transactional net asset value of each respective balanced fund.

2. Significant accounting policies (continued)

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

Inventory
Inventory held for sale is valued at the lower of cost and net realizable value with cost being determined on the first-in, first-out basis.

Investments
Investments are managed in accordance with the New Brunswick Trustees Act.

Non-financial assets
Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the change in net financial assets for the year.

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:

	Useful Lives
Land	Indefinite
Land improvements:	
Paving	20 years
Fencing	10 years
Gas collection system	20 years
Landfill cells	Estimated capacity of cell
Buildings	15 - 40 years
Machinery and equipment	5 - 40 years
Vehicles	5 years
Electronic equipment	5 years
Furniture and fixtures	10 years

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

Deferred financing charges
Financing charges related to the issuance of long term debt are deferred and amortized over the terms of the related debt.

Leases
Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to the ownership or property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

2. Significant accounting policies (continued)

Expense recognition
Expenses are recorded on the accrual basis as they are incurred and measurable based on the receipt of goods or services and legal obligation to pay.

Landfill closure and post closure liability
The Commission accrues landfill closure and post-closure care requirements that include final covering and landscaping of the landfill, pumping of ground water and leachate from the site, and ongoing environmental monitoring, site inspection and maintenance. The reported liability is based on estimates and assumptions using the best information available to management as documented in Note 7.

Future events may result in significant changes to the estimated total expenses, capacity used or total capacity and the estimated liability, and would be recognized prospectively, as a change in estimate when applicable.

Segmented information
The Commission's operations are broken down into five distinct areas which encompass a wide range of services. For management reporting purposes, the Commission's operations and activities are organized and reported by function. This presentation was created for the purpose of recording specific activities to attain certain objectives in accordance with special regulations, restrictions or limitations. Commission services are provided by departments as follows:

Co-operative and Regional Planning
This department is responsible for providing its members with a forum in order to initiate cooperative action among its members, which include discussions with respect to regional planning, regional policing collaboration, regional emergency measures planning, regional sport, recreation and culture infrastructure planning and cost-sharing.

Local Planning Services
This department is responsible to oversee building inspection, development and planning services.

Landfill Operations
This department is responsible for the acceptance and disposition of waste received at the landfill site, including, but not limited to, garbage, construction and demolition waste, and household hazardous waste.

SWD Recycling
This department is responsible for the collection and acceptance of recyclable material, including its sorting and subsequent sale.

Power Generation
This department is responsible for the generation of electricity which is sold to the New Brunswick Power Commission.

2. Significant accounting policies (continued)

Employee future benefits
The Commission has a sick leave benefit as documented in Note 9.

Certain Commission employees, having five years of continuous service, are entitled to a retirement allowance of five days for each full year of continuous service not exceeding 125 days at the employee's regular rate of compensation at retirement. The liability is actuarially determined as documented in Note 10.

The Commission provides a defined contribution money purchase pension plan for eligible planning and development employees. The amount of the member's benefit is not determined until the time the benefit is provided. The Commission's responsibility is limited to matching contribution to a maximum of 5.0% to 7.0% of gross pay of the employee and upon retirement the Commission has no further responsibility to the plan. Total benefit expense for the year ended December 31, 2019 was $53,681 (2018 - $49,675).

The Commission's solid waste employees are members of the City of Fredericton Shared Risk Pension Plan, which is a multi-employer shared risk pension plan. The plan is accounted for as a defined contribution plan in accordance with Public Sector Accounting Handbook PS3250 - Retirement Benefits.

Use of estimates
The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the reporting period. Significant estimates include assumptions used in estimating useful lives of tangible capital assets, landfill closure and post-closure liability and in performing actuarial valuations of employee future benefits. 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.

3. Cash and cash equivalents

	2019	2018
Cash and cash equivalents - restricted	$ 2,106,873	$ 2,921,145
Cash and cash equivalents - unrestricted	1,097,024	535,802
	$ 3,203,897	$ 3,456,947

The Commission has a revolving line of credit of $300,000, which was not utilized at December 31, 2019. Interest at prime less 0.5% secured by letter from the Chairman of the Commission, under seal, authorizing the Commission to borrow for the purpose of bridging normal member funding and financing receivables.

4. Receivables

	2019	2018
Solid waste	$ 616,017	$ 1,080,351
Recycling	68,764	87,403
Power generation	109,026	57,563
HST rebate	148,630	194,174
	$ 942,437	$ 1,419,491

5. Loan receivable

	2019	2018
Amount due from Elmtree Environmental Ltd. of $100,000 at 0% repayable over a maximum of six years, repayable $1 per tonne added to the tonnage fee until the loan is repaid. After three years if $50,000 has not been repaid the difference between the $50,000 and the payments to date is due. Upon maturity, August 2023, any remaining unpaid balance is due. Annual interest at the daily prime bank commercial lending rate plus 2% will accrue upon default.	$ 89,765	$ 95,755
Less principal due within one year	39,765	4,152
	$ 50,000	$ 91,603

Estimated principal payments due in each of the next four years, include:

2020	2021	2022	2023
$ 39,765	$ 4,152	$ 4,152	$ 41,696

6. Investments

	2019		2018	
	Amortized Cost	Fair Value	Amortized Cost	Fair Value
Cash	$ 218,998	$ 218,998	$ 93,632	$ 93,632
Balanced funds	3,411,525	3,707,745	3,247,855	3,126,440
	$ 3,630,523	$ 3,926,743	$ 3,341,487	$ 3,220,072

The balance of cash and balanced funds is restricted for future closure and post closure costs.

7. Accrued post-closing costs

The Commission is responsible for the continued monitoring and treatment of the site following its closure. During 2018, the Commission completed a comprehensive review of the landfill site and a new post-closure analysis was completed resulting in a reduction adjustment of $223,510 to the post-closure liability.

The accrued liability for post-closing costs has been determined based on estimated post-closing costs of $566,750 (2018 - $566,750) per year, in future dollars, for a period of 30 years commencing in 2037.

Post-closing costs are discounted at a rate of 4.84% (6.85% nominal rate less 2.01% assumed inflation) for a current estimate of $16,696,785 (2018 - $16,696,785) required by the end of 2036 to fund post closure expenses.

At December 31, 2019 the capacity of the landfill had been estimated at 2,755,569 (2018 - 2,755,569) metric tonnes of which 1,367,874 (2018 - 1,454,284) metric tonnes remains unused as at December 31, 2019.

At December 31, 2019 the estimated post closure liability is $3,861,799 (2018 - $3,473,053) of which the Commission has funded with cash and balanced funds with a cost of $3,630,523 (2018 - $3,341,487) and with a market value of $3,926,743 (2018 - $3,220,072) for a surplus of $64,944 (2018 - shortfall of $252,981) based on market value at year end. Investment detail is documented in Note 6.

8. Long term debt

New Brunswick Municipal Finance Corporation	2019	2018
Debentures:		
B152 1.35% - 3.25%, due 2023, OIC 11-0005	$ 1,545,000	$ 1,907,000
BL47 1.2% - 2.15%, due 2019, OIC 14-0003	-	91,000
BO50 1.45% - 2.0%, due 2021, OIC 15-0046	98,000	146,000
BP40 1.20% - 2.0%, due 2021, OIC 06-0011, 16-0003	460,000	685,000
BR46 1.65% - 2.35%, due 2022, OIC 16-0003, 17-0041	235,000	311,000
BU41 2.55% - 2.95%, due 2023, OIC 18-0001	826,000	1,020,000
BW58 1.95% - 2.10%, due 2024, OIC 19-0002	1,150,000	-
	$ 4,314,000	$ 4,160,000

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

Principal payments required in each of the next five years are as follows:

2020	2021	2022	2023	2024
$ 1,144,000	$ 1,171,000	$ 912,000	$ 848,000	$ 239,000

9. Accrued sick leave

The Commission provides sick leave that accumulates at 1.25 days per month for full-time employees. These employees can accumulate a maximum of 150 sick days for planning and development division employees and 200 sick days for solid waste division employees.

An actuarial valuation was performed on the 53 employee plan in accordance with PS 3255 at December 31, 2017. The actuarial method used was the Projected Unit Credit pro-rated on service to expected usage. 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 estimate.

The following summarizes the major assumptions in the valuation:
- annual salary increase is 2.0%;
- the discount rate used to determine the accrued benefit obligation is 3.07%;
- retirement age is 60; and
- estimated average excess utilization rate of sick leave varies with age.

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 $102,460 on December 31, 2019 (2018 - $89,518).

10. Retiring allowance

Solid waste division employees of the Commission become eligible for a retiring allowance after five years of full-time consecutive service. Qualifying employees are entitled to five days of regular pay for each full year of continuous employment to a maximum of 125 days. The accrued benefit becomes payable in the year an employee ceases working for the Commission by retirement. The Commission paid a retirement allowance of $38,750 during the year (2018 - $87,963).

11. Pension plan

The Commission's solid waste employees are members of the City of Fredericton Shared Risk Plan, which is a Shared Risk Pension Plan in accordance with the New Brunswick Pension Benefits Act. The Plan is administered by an independent Board of Trustees. Under the Plan, contributions are made by the Plan members and Regional Service Commission 11. The Plan was created effective March 31, 2013.

Plan members contribute at a rate of 9% of pensionable earnings. The Commission matches these contributions to form the Plan's Initial Contributions. In addition, the Commission is making Temporary Contributions in the amount of 4.25% of pensionable earnings for at least 10 years and at most 15 years beginning March 31, 2013. As per the Plan's Funding Policy, contributions may increase or decrease by 2.25% of payroll for both the Commission and the employees should certain funding levels be reached.

11. Pension plan (continued)

For service up to and including March 31, 2013, benefits accrue at a rate of 1.3% on the first $5,000 of earnings and 2.0% on the remainder of pensionable earnings, to a maximum benefit of $2,000 per year of pensionable service. For this period of pre-conversion service, benefits are available on an unreduced basis for members who retire on or after age 55 and whose age plus service total at least 80. For service after March 31, 2013, benefits accrued at a rate of 1.8% of pensionable earnings. For this period of post-conversion service, benefits are available on an unreduced basis for members who retire on or after age 65.

The last actuarial valuation of the Plan was conducted as at March 31, 2018. At that date, the open group funded ratio of the Plan was 114.5%.

Contributions to the plan in 2019 totalled $540,197 (2018 - $552,512).

12. Financial instrument risk management

(a) Credit risk

Credit risk is the risk of financial loss to the Commission if a debtor fails to make payments of interest and principal when due. The Commission is exposed to this risk relating to its debt holdings in its post closure investment fund.

The maximum exposure to credit risk and concentration of this risk with respect to debt holdings is referred to in Note 6.

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

(b) Interest rate risk

Interest rate risk is defined as the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Changes in the market interest rates of long-term debt with fixed interest rates only affects net income if such debt is measured at fair value. All of the Commission's fixed rate long-term debt is carried at amortized cost and therefore is not subject to interest rate risk. The balanced fund faces interest rate risk and income risk.

(c) Currency risk

Currency risk relates to the Commission operating in different currencies and converting non Canadian earnings at different points in time at different foreign exchange levels when adverse changes in foreign currency exchange rates occur. All foreign currency transactions during the year have been made during the normal course of operations. The Commission does not hold foreign currency reserves, investments, or receivables at year end.

(d) Liquidity risk:

Liquidity risk is the risk that the Commission will encounter difficulty in meeting obligations associated with financial liabilities. The Commission is exposed to this risk mainly in respect of its payables and accruals and long term debt.

13. Contingency

The Commission previously entered into an agreement covering a ten year period commencing October 1, 1994 with a one time five year renewal option, to rent a portion of landfill property for use as a hydrocarbon contaminated soil remediation facility. The income from this project was being placed in a reserve account for future capital acquisitions (Note 16).

After the five year extension renewal option, exercised in 2004, expired September 2009 the lease was subject to litigation. The Commission settled the litigation effective August 14, 2017.

Under the terms of the Settlement, both parties performed undertakings. It is management's estimate that the remaining costs associated with the Settlement is $nil (2018 - $100,000).

14. Commitments

The Commission has entered into an agreement retro-active to September 2013 to rent a portion of landfill property for use as a hydrocarbon contaminated soil remediation facility. Terms of the agreement allow for the renewal of the lease every five years. Rent is $2,850 per month plus $2.75 per tonne of soil.

The Commission rents office space for its planning and development division under an operating lease agreement covering the period of October 1, 2018 to September 30, 2025. The minimum annual lease payments for the next five years are as follows:

2020	2021	2022	2023	2024
$ 114,862	$ 120,083	$ 120,083	$ 125,304	$ 125,304

15. 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 more than 25% of the amount budgeted for that service. In 2019 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.

16. Funds held in trust

Represents funds held in trust by the Commission to cover any cleanup costs which may be required to support the tenant's obligation to remediate their leased land as referred to in Note 13. In the event that these trust funds drop below $100,000 as a result of payment for non-hydrocarbon remediation costs the tenant is obligated to pay an additional $2 per tonne until the trust fund once again reaches $100,000.

17. Budget

The financial plan is prepared on a revenue and expenditure basis. For comparative purposes, the Commission has modified its financial plan to prepare a budget that is consistent with the scope and accounting principles used to report the actual results. The budget figures used in these financial statements have been approved by the Board.

The reconciliation between the financial plan and the budget figures used in these statements is disclosed in Schedule 5 - Schedule of Operating Budget to PSA Budget.

Regional Service Commission 11

Schedule 1: Schedule of Tangible Capital Assets

Year ended December 31, 2019

	Land	Land improvements	Buildings	Machinery and equipment	Vehicles	Electronic equipment	Furniture and fixtures	Assets under construction	2019
Cost									
Balance, beginning of year	$ 539,511	$ 3,932,522	$ 5,128,608	$ 15,998,812	$ 659,670	$ 204,849	$ 116,178	$ -	$ 26,580,150
Add:									
Additions and transfers during the year	-	643,111	19,408	1,833,524	14,496	13,323	-	-	2,523,862
Less:									
Disposals and writedowns	-	(2,252,342)	-	(764,925)	(20,582)	-	-	-	(3,037,849)
Balance, end of year	539,511	2,323,291	5,148,016	17,067,411	653,584	218,172	116,178	-	26,066,163
Accumulated amortization									
Balance, beginning of year	-	2,858,503	2,051,016	8,699,919	404,254	131,100	100,440	-	14,245,232
Add:									
Amortization during the year	-	661,709	131,597	1,058,286	71,306	23,527	3,076	-	1,949,501
Less:									
Accumulated amortization on disposals and writedowns	-	(2,252,342)	-	(764,925)	(20,582)	-	-	-	(3,037,849)
Balance, end of year	-	1,267,870	2,182,613	8,993,280	454,978	154,627	103,516	-	13,156,884
Net book value of tangible capital assets	$ 539,511	$ 1,055,421	$ 2,965,403	$ 8,074,131	$ 198,606	$ 63,545	$ 12,662	$ -	$ 12,909,279
Consists of:									
Local planning assets	$ -	$ -	$ -	$ -	$ -	$ 9,949	$ 9,105	$ -	$ 19,054
Landfill assets	539,511	1,041,350	787,744	4,736,905	78,776	47,383	3,557	-	7,235,226
Recycle assets	-	14,071	2,173,610	57,790	119,830	6,213	-	-	2,371,514
Power generation assets	-	-	4,049	3,279,436	-	-	-	-	3,283,485
	$ 539,511	$ 1,055,421	$ 2,965,403	$ 8,074,131	$ 198,606	$ 63,545	$ 12,662	$ -	$ 12,909,279

Regional Service Commission 11

Schedule 1: Schedule of Tangible Capital Assets

Year ended December 31, 2018

	Land	Land improvements	Buildings	Machinery and equipment	Vehicles	Electronic equipment	Furniture and fixtures	Assets under construction	2018
Cost									
Balance, beginning of year	$ 539,511	$ 3,457,887	$ 5,128,608	$ 15,263,475	$ 566,318	$ 182,136	$ 116,178	$ 37,498	$ 25,291,611
Add:									
Additions and transfers during the year	-	474,635	-	1,395,943	93,352	22,713	-	(37,498)	1,949,145
Less:									
Disposals and write downs	-	-	-	(660,606)	-	-	-	-	(660,606)
Balance, end of year	539,511	3,932,522	5,128,608	15,998,812	659,670	204,849	116,178	-	26,580,150
Accumulated amortization									
Balance, beginning of year	-	2,496,083	1,919,904	8,475,156	339,009	106,784	94,550	-	13,431,486
Add:									
Amortization during the year	-	362,420	131,112	885,369	65,245	24,316	5,890	-	1,474,352
Less:									
Accumulated amortization on disposals and writedowns	-	-	-	(660,606)	-	-	-	-	(660,606)
Balance, end of year	-	2,858,503	2,051,016	8,699,919	404,254	131,100	100,440	-	14,245,232
Net book value of tangible capital assets	$ 539,511	$ 1,074,019	$ 3,077,592	$ 7,298,893	$ 255,416	$ 73,749	$ 15,738	$ -	$ 12,334,918
Consists of:									
Local planning assets	$ -	$ -	$ -	$ -	$ -	$ 14,205	$ 10,679	$ -	$ 24,884
Landfill assets	539,511	1,058,073	829,056	3,816,900	87,654	50,846	4,203	-	6,386,243
Recycle assets	-	15,946	2,244,187	96,368	167,762	8,698	856	-	2,533,817
Power generation assets	-	-	4,349	3,385,625	-	-	-	-	3,389,974
	$ 539,511	$ 1,074,019	$ 3,077,592	$ 7,298,893	$ 255,416	$ 73,749	$ 15,738	$ -	$ 12,334,918

Regional Service Commission 11

Schedule 2: Schedule of Reconciliation of Annual Surplus

Year ended December 31, 2019

	Co-operative and Regional Planning Operating Fund	Local Planning Operating Fund	Solid Waste Operating Fund	Generation Operating Fund	Local Planning Capital Fund	Solid Waste Capital Fund	Sub-total Carry Forward
2019 annual surplus (deficit)	$ 11,251	$ (66,080)	$ 1,926,878	$ 445,424	$ (5,874)	$ (1,551,676)	$ 759,923
Adjustments to annual surplus (deficit) for funding requirements							
Second previous year's surplus (deficit)	25,866	68,415	200,746	140,726	-	-	435,753
Transfer between funds							
Transfer elimination	-	-	-	-	-	253,057	253,057
Transfer elimination - capital asset additions	-	(46)	(835,297)	(185,462)	46	835,297	(185,462)
Long-term debt principal repayment	-	-	(634,000)	(362,000)	-	634,000	(362,000)
Issuance of new debt	-	-	-	-	-	-	-
Change in sick leave accrual	-	4,674	8,268	-	-	-	12,942
Amortization expense	-	-	-	-	5,874	1,551,676	1,557,550
Unrealized gain on marketable securities	-	-	(417,503)	-	-	-	(417,503)
Total adjustments to 2019 annual surplus (deficit)	$ 25,866	$ 73,043	$ (1,677,786)	$ (406,736)	$ 5,920	$ 3,274,030	$ 1,294,337
	$ 37,117	$ 6,963	$ 249,092	$ 38,688	$ 46	$ 1,722,354	$ 2,054,260
2019 annual surplus (deficit) per PNB requirements	$ 37,117	$ 6,963	$ 249,092	$ 38,688			

Continued

Regional Service Commission 11

Schedule 2: Schedule of Reconciliation of Annual Surplus (Continued)

Year ended December 31, 2019

	Sub-total Carry Forward	Generation Capital Fund	Local Planning Operating Reserve Fund	Local Planning Capital Reserve Fund	Solid Waste Operating Reserve Fund	Solid Waste Capital Reserve Fund	Generation Capital Reserve Fund	Total
2019 annual surplus (deficit)	$ 759,923	$ (391,951)	$ 24	$ 8	$ 5,231	$ 24,927	$ 2,373	$ 400,535
Adjustments to annual surplus (deficit) for funding requirements								
Second previous year's surplus (deficit)	435,753	-	-	-	-	-	-	435,753
Transfer between funds								
Transfer elimination	253,057	100,000	-	-	-	(253,057)	(100,000)	-
Transfer elimination - capital asset additions	(185,462)	185,462	-	-	-	-	-	-
Long-term debt principal repayment	(362,000)	362,000	-	-	-	-	-	-
Issuance of new debt	-	-	-	-	-	-	-	-
Change in sick leave accrual	12,942	-	-	-	-	-	-	12,942
Amortization expense	1,557,550	391,951	-	-	-	-	-	1,949,501
Unrealized gain on marketable securities	(417,503)	-	-	-	-	-	-	(417,503)
Total adjustments to 2019 annual surplus (deficit)	$ 1,294,337	$ 1,039,413	$ -	$ -	$ -	$ (253,057)	$ (100,000)	$ 1,980,693
	$ 2,054,260	$ 647,462	$ 24	$ 8	$ 5,231	$ (228,130)	$ (97,627)	$ 2,381,228

Regional Service Commission 11

Schedule 2: Schedule of Reconciliation of Annual Surplus

Year ended December 31, 2018

	Co-operative and Regional Planning Operating Fund	Local Planning Operating Fund	Solid Waste Operating Fund	Generation Operating Fund	Local Planning Capital Fund	Solid Waste Capital Fund	Sub-total Carry Forward
2018 annual surplus (deficit)	$ 12,245	$ 27,068	$ 1,736,082	$ 198,024	$ (5,882)	$ (1,136,157)	$ 831,380
Adjustments to annual surplus (deficit) for funding requirements							
Second previous year's surplus (deficit)	24,499	339	562,847	81,975	-	-	669,660
Transfer between funds							
Transfer elimination	-	-	(1,012,410)	-	-	-	(1,012,410)
Transfer elimination - capital asset additions	-	(11,080)	(1,627,146)	(310,918)	11,080	1,627,146	(310,918)
Long-term debt principal repayment	-	-	(433,000)	(354,000)	-	433,000	(354,000)
Issuance of new debt	-	-	1,020,000	-	-	(1,020,000)	-
Change in sick leave accrual	-	3,801	30,981	-	-	-	34,782
Amortization expense	-	-	-	-	5,882	1,136,157	1,142,039
Unrealized loss on marketable securities	-	-	177,525	-	-	-	177,525
Total adjustments to 2018 annual surplus (deficit)	$ 24,499	$ (6,940)	$ (1,281,203)	$ (582,943)	$ 16,962	$ 2,176,303	$ 346,678
	$ 36,744	$ 20,128	$ 454,879	$ (384,919)	$ 11,080	$ 1,040,146	$ 1,178,058
2018 annual surplus per PNB requirements	$ 36,744	$ 20,128	$ 454,879	$ (384,919)			

Continued

Regional Service Commission 11

Schedule 2: Schedule of Reconciliation of Annual Surplus (Continued)

Year ended December 31, 2018

	Sub-total Carry Forward	Generation Capital Fund	Local Planning Operating Reserve Fund	Solid Waste Operating Reserve Fund	Solid Waste Capital Reserve Fund	Generation Capital Reserve Fund	Total
2018 annual surplus (deficit)	$ 831,380	$ (332,313)	$ -	$ 4,082	$ 11,348	$ 1,627	$ 516,124
Adjustments to annual surplus (deficit) for funding requirements							
Second previous year's surplus (deficit)	669,660	-	-	-	-	-	669,660
Transfer between funds							
Transfer elimination	(1,012,410)	-	-	-	1,012,410	-	-
Transfer elimination - capital asset additions	(310,918)	310,918	-	-	-	-	-
Long-term debt principal repayment	(354,000)	354,000	-	-	-	-	-
Issuance of new debt	-	-	-	-	-	-	-
Change in sick leave accrual	34,782	-	-	-	-	-	34,782
Amortization expense	1,142,039	332,313	-	-	-	-	1,474,352
Unrealized loss on marketable securities	177,525	-	-	-	-	-	177,525
Total adjustments to 2018 annual surplus (deficit)	$ 346,678	$ 997,231	$ -	$ -	$ 1,012,410	$ -	$ 2,356,319
	$ 1,178,058	$ 664,918	$ -	$ 4,082	$ 1,023,758	$ 1,627	$ 2,872,443

Regional Service Commission 11

Schedule 3: Schedule of Segment Disclosure

Year ended December 31, 2019

	Co-operative and Regional Planning	Local Planning	Landfill	SWD Recycling	Power Generation	2019
Revenue						
Member charges	$ 85,536	$ 1,321,332	$ 2,922,030	$ -	$ -	$ 4,328,898
Sale of services	-	-	4,801,414	380,664	812,170	5,994,248
Other	5,000	16,657	202,267	-	-	223,924
Grants	-	-	-	18,384	-	18,384
Interest	-	2,028	69,925	-	3,109	75,062
	90,536	1,340,017	7,995,636	399,048	815,279	10,640,516
Expenditures						
Salaries and benefits	39,481	1,115,546	2,406,863	823,094	92,734	4,477,718
Operating expenses	39,804	290,519	3,074,331	493,319	224,482	4,122,455
Amortization	-	5,874	1,389,377	162,299	391,951	1,949,501
Interest	-	-	53,682	3,862	50,266	107,810
	79,285	1,411,939	6,924,253	1,482,574	759,433	10,657,484
Unrealized gain on investments	-	-	417,503	-	-	417,503
Annual surplus (deficit)	$ 11,251	$ (71,922)	$ 1,488,886	$(1,083,526)	$ 55,846	$ 400,535

Regional Service Commission 11

Schedule 3: Schedule of Segment Disclosure

Year ended December 31, 2018

	Co-operative and Regional Planning	Local Planning	Landfill	SWD Recycling	Power Generation	2018
Revenue						
Member charges	$ 82,443	$ 1,314,582	$ 2,764,077	$ -	$ -	$ 4,161,102
Sale of services	-	-	5,065,822	594,501	609,592	6,269,915
Other	-	5,500	136,804	-	-	142,304
Grants	-	-	27,905	-	-	27,905
Interest	-	1,725	73,565	-	2,555	77,845
	82,443	1,321,807	8,068,173	594,501	612,147	10,679,071
Expenditures						
Salaries and benefits	37,905	1,018,044	2,386,453	833,219	91,194	4,366,815
Operating expenses	32,293	276,696	3,055,207	420,988	258,914	4,044,098
Amortization	-	5,882	967,394	168,763	332,313	1,474,352
Interest	-	-	23,305	14,465	62,387	100,157
	70,198	1,300,622	6,432,359	1,437,435	744,808	9,985,422
Unrealized loss on investments	-	-	(177,525)	-	-	(177,525)
Annual surplus (deficit)	$ 12,245	$ 21,185	$ 1,458,289	$ (842,934)	$ (132,661)	$ 516,124

Regional Service Commission 11

Schedule 4: Schedule of Statement of Reserves

Year ended December 31, 2019

	Local Planning Operating Reserve	Local Planning Capital Reserve	Solid Waste Operating Reserve	Solid Waste Capital Reserve	Generation Capital Reserve	2019 Total
Assets						
Cash	$ 25,024	$ 8,008	$ 398,153	$ 1,498,128	$ 69,137	$ 1,998,450
Interest receivable	-	-	-	6,241	-	6,241
Due from Solid Waste Operating Fund	-	-	-	500,000	-	500,000
	25,024	8,008	398,153	2,004,369	69,137	2,504,691
Accumulated surplus	$ 25,024	$ 8,008	$ 398,153	$ 2,004,369	$ 69,137	$ 2,504,691
Revenue						
Interest	$ 24	$ 8	$ 5,231	$ 24,927	$ 2,373	$ 32,563
	24	8	5,231	24,927	2,373	32,563
Expenditures	-	-	-	253,057	100,000	353,057
Annual surplus (deficit)	$ 24	$ 8	$ 5,231	$ (228,130)	$ (97,627)	$ (320,494)

Resolutions regarding transfers to and from reserves:

Motion: Be it resolved that Regional Service Commission 11 transfer a total of $253,057.12 from the Solid Waste Capital Reserve Fund to the Solid Waste Capital Fund to pay for the above budgeted costs of Tender 01-2019-DUMPTRUCK-012319 and 02-2019-COMPACTOR-012319. Motion by Peter Morrison, seconded by Debby Peck.

Motion: Be it resolved that Regional Service Commission 11 transfer a total of $100,000 from the Power Generation Capital Reserve Fund to the Power Generation Capital Fund. Motion by Peter Morrison, seconded by Mark Foreman.

I hereby certify that the above are true and exact copies of resolutions adopted at a Commission meeting on December 19, 2019.

Original Signed by D. R. Fitzgerald

D.R. Fitzgerald
Executive Director, Regional Service Commission 11

April 23, 2020

Date

Regional Service Commission 11

Schedule 4: Schedule of Statement of Reserves

Year ended December 31, 2018

	Local Planning Operating Reserve	Local Planning Capital Reserve	Solid Waste Operating Reserve	Solid Waste Capital Reserve	Generation Capital Reserve	2018 Total
Assets						
Cash	$ 25,000	$ 8,000	$ 392,922	$ 2,221,382	$ 166,764	$ 2,814,068
Interest receivable	-	-	-	10,933	-	10,933
	25,000	8,000	392,922	2,232,315	166,764	2,825,001
Accumulated surplus	$ 25,000	$ 8,000	$ 392,922	$ 2,232,315	$ 166,764	$ 2,825,001
Revenue						
Operating fund transfer	$ -	$ -	$ -	$ 1,012,410	$ -	$ 1,012,410
Interest	-	-	4,082	11,348	1,627	17,057
	-	-	4,082	1,023,758	1,627	1,029,467
Expenditures	-	-	-	-	-	-
Annual surplus (deficit)	$ -	$ -	$ 4,082	$ 1,023,758	$ 1,627	$ 1,029,467

Resolutions regarding transfers to and from reserves:

Motion: Be it resolved that Regional Service Commission 11 transfer a total of $1,012,410 from the Solid Waste Operating Fund to the Solid Waste Capital Reserve Fund. Motion by Peter Morrison, seconded by Mike Blaney.

I hereby certify that the above are true and exact copies of resolutions adopted at a Commission meeting on December 20, 2018.

Original Signed by D. R. Fitzgerald

D.R. Fitzgerald
Executive Director, Regional Service Commission 11

April 23, 2020

Date

Regional Service Commission 11

Schedule 5: Schedule of Operating Budget to PSA Budget

Year ended December 31, 2019

	Corporate Services Operating Budget	Co-operative and Regional Planning Operating Budget	Local Planning Operating Budget	Solid Waste Operating Budget	Generation Facility Operating Budget	Amortization TCA	Other Sick Leave	Transfers	Total
Revenue									
Member charges	$ -	$ 85,535	$ 1,321,332	$ 2,916,000	$ -	$ -	$ -	$ -	$ 4,322,867
Sale of services	-	-	-	5,244,465	1,000,000	-	-	-	6,244,465
Transfer from own or other fund	569,201	-	-	-	-	-	-	(569,201)	-
Interest	-	-	3,000	10,000	500	-	-	-	13,500
Surplus (deficit) of second previous year	-	25,866	68,415	200,746	140,726	-	-	(435,753)	-
Other revenue	-	-	5,000	170,000	-	-	-	-	175,000
	569,201	111,401	1,397,747	8,541,211	1,141,226	-	-	(1,004,954)	10,755,832
Expenditures									
Governance	71,031	-	-	-	-	-	-	-	71,031
Administration	489,345	93,901	601,907	1,487,541	20,661	-	-	(569,201)	2,124,154
Regional policing collaboration	-	7,500	-	-	-	-	-	-	7,500
Regional sport, recreation and culture infrastructure planning and cost sharing	-	10,000	-	-	-	-	-	-	10,000
Planning & building inspection services	-	-	776,740	-	-	3,638	5,400	-	785,778
Solid waste services	-	-	-	5,428,720	558,287	1,757,853	16,200	-	7,761,060
Post-closing costs	-	-	-	229,500	-	-	-	-	229,500
Fiscal services									
Interest	-	-	-	55,373	50,266	-	-	-	105,639
Other financing charges	8,825	-	4,500	3,500	3,840	-	-	-	20,665
Other fiscal services	-	-	9,600	6,000	-	-	-	-	15,600
Transfer to Capital Fund	-	-	5,000	1,330,577	362,000	-	-	(1,697,577)	-
Transfer to Operating Reserve Fund	-	-	-	-	-	-	-	-	-
Transfer to Capital Reserve Fund	-	-	-	-	146,172	-	-	(146,172)	-
	569,201	111,401	1,397,747	8,541,211	1,141,226	1,761,491	21,600	(2,412,950)	11,130,927
Surplus (deficit)	$ -	$ -	$ -	$ -	$ -	$ (1,761,491)	$ (21,600)	$ 1,407,996	$ (375,095)

Regional Service Commission 11

Schedule 5: Schedule of Operating Budget to PSA Budget

Year ended December 31, 2018

	Corporate Services Operating Budget	Co-operative and Regional Planning Operating Budget	Local Planning Operating Budget	Solid Waste Operating Budget	Generation Facility Operating Budget	Amortization TCA	Other Sick Leave	Transfers	Total
Revenue									
Member charges	$ -	$ 82,443	$ 1,314,580	$ 2,818,800	$ -	$ -	$ -	$ -	$ 4,215,823
Sale of services	-	-	-	4,912,950	1,100,000	-	-	-	6,012,950
Transfer from own or other fund	558,637	-	-	-	-	-	-	(558,637)	-
Interest	-	-	3,000	6,700	400	-	-	-	10,100
Surplus (deficit) of second previous year	-	24,499	339	562,847	81,975	-	-	(669,660)	-
Other revenue	-	-	-	69,000	-	-	-	-	69,000
	558,637	106,942	1,317,919	8,370,297	1,182,375	-	-	(1,228,297)	10,307,873
Expenditures									
Governance	75,250	-	-	-	-	-	-	-	75,250
Administration	476,513	89,442	577,410	1,590,478	18,615	-	-	(558,637)	2,193,821
Regional policing collaboration	-	7,500	-	-	-	-	-	-	7,500
Regional sport, recreation and culture infrastructure planning and cost sharing	-	10,000	-	-	-	-	-	-	10,000
Planning & building inspection services	-	-	730,309	-	-	3,928	4,000	-	738,237
Solid waste services	-	-	-	5,987,093	746,045	1,792,338	8,500	(600,000)	7,933,976
Post-closing costs	-	-	-	195,880	-	-	-	-	195,880
Fiscal services									
Interest	-	-	-	33,336	58,645	-	-	-	91,981
Other financing charges	6,874	-	4,500	3,000	3,840	-	-	-	18,214
Other fiscal services	-	-	-	6,000	-	-	-	-	6,000
Transfer to Capital Fund	-	-	5,000	554,510	354,000	-	-	(913,510)	-
Transfer to Operating Reserve Fund	-	-	700	-	-	-	-	(700)	-
Transfer to Capital Reserve Fund	-	-	-	-	1,230	-	-	(1,230)	-
	558,637	106,942	1,317,919	8,370,297	1,182,375	1,796,266	12,500	(2,074,077)	11,270,859
Surplus (deficit)	$ -	$ -	$ -	$ -	$ -	$ (1,796,266)	$ (12,500)	$ 845,780	$ (962,986)

Regional Service Commission 11

Schedule 6 - Schedule of Revenue and Expenditures

Year ended December 31, 2019

	(Unaudited) Budget 2019	Actual 2019	Actual 2018
Revenue			
Sale of services			
Industrial/Commercial/Institutional tipping fees	$ 4,344,000	$ 4,423,551	$ 4,729,258
Construction and demolition	255,000	262,769	233,437
Recycling materials	536,715	380,664	594,501
Power generation	1,000,000	812,170	609,592
Planning and development	5,000	-	-
Other	68,750	115,094	103,127
	$ 6,209,465	$ 5,994,248	$ 6,269,915
Member charges			
Cooperative and regional planning fees	$ 85,535	$ 85,536	$ 82,443
Local planning and inspection services fees	1,321,332	1,321,332	1,314,582
Tipping fees	2,916,000	2,922,030	2,764,077
	$ 4,322,867	$ 4,328,898	$ 4,161,102
Other			
Gain on disposal of capital assets	$ 170,000	$ 140,650	$ 79,750
Other (Regional sport, recreation and culture)	-	5,000	-
Other (Planning and Development)	-	16,007	5,500
Other (Solid Waste)	40,000	62,267	57,054
	$ 210,000	$ 223,924	$ 142,304
Grants			
ETF (Solid Waste)	$ -	$ 18,384	$ 27,905
Expenditures			
Administration			
Executive Director's office	$ 249,026	$ 245,413	$ 239,283
Financial management			
External audit	25,000	24,380	20,380
Personnel	11,354	15,761	72,352
Professional services - Sub-contract personnel	82,500	90,000	60,000
	118,854	130,141	152,732
Other			
Liability insurance	46,700	44,964	46,457
Professional services	16,000	5,700	14,782
Public relations	2,500	1,519	-
Office expense	42,764	41,239	23,521
Legal services	6,000	-	-
Translation	7,500	6,141	2,429
	121,464	99,563	87,189

Regional Service Commission 11

Schedule 6 - Schedule of Revenue and Expenditures (Continued)

Year ended December 31, 2019

	(Unaudited) Budget 2019	Actual 2019	Actual 2018
Administration			
Local planning office	270,515	275,007	255,779
Liability insurance	1,200	1,092	1,092
Professional services	2,000	3,875	300
Public relations	1,000	627	-
Office expense	146,798	159,753	137,513
HST	9,600	9,140	8,773
Legal services	5,000	-	-
	436,113	449,494	403,457
Administration			
Solid waste office	654,596	635,030	671,349
Liability insurance	169,900	179,386	163,816
Professional services	113,000	153,232	58,855
Public relations and education	122,000	148,863	121,702
Environmental Trust Fund	-	20,556	17,782
Office expense	111,000	131,496	131,394
Legal services	25,000	913	-
HST	133,000	52,671	84,629
	1,328,496	1,322,147	1,249,527
Administration			
Generation facility	9,700	7,799	8,393
	$ 2,263,653	$ 2,254,557	$ 2,140,581
Governance			
Honorariums	$ 52,531	$ 33,192	$ 41,144
Travel	13,500	4,799	7,363
Meetings	5,000	2,784	4,027
	$ 71,031	$ 40,775	$ 52,534
Planning and Building Inspection Services			
Planning services			
Personnel	$ 435,343	$ 444,563	$ 400,135
Advertising	3,500	-	63
Planning advisory committee	16,700	13,255	15,358
Amortization	1,819	2,937	5,882
Sick leave	5,400	4,674	(3,801)
Other	4,500	2,779	6,916
	467,262	468,208	424,553

	(Unaudited) Budget 2019	Actual 2019	Actual 2018
Inspection Services			
Personnel	314,897	317,959	301,447
Supplies	1,800	-	-
Amortization	1,819	2,937	-
	318,516	320,896	301,447
	$ 785,778	$ 789,104	$ 726,000
Solid Waste Services			
Station and building	$ 275,500	$ 340,878	$ 481,815
Machinery and equipment	1,051,460	733,339	909,655
Landfill operations	2,239,091	2,143,025	2,196,563
Scale house	273,219	305,853	272,757
Waste diversion	1,283,500	1,166,870	1,174,150
Hazardous household waste	176,050	160,794	141,739
Sick leave	16,200	8,268	(30,981)
Amortization	1,457,853	1,551,676	1,136,157
	6,772,873	6,410,703	6,281,855
Generation facility			
Personnel	107,614	84,127	91,194
Machinery and equipment	450,673	211,442	239,938
Amortization	300,000	391,951	332,313
	858,287	687,520	663,445
	$ 7,631,160	$ 7,098,223	$ 6,945,300