



EXECUTIVE COMMITTEE

DATE: Thursday, July 2, 2015
PLACE: Four Points Sheraton
100 Rice Street
Edmundston, NB
TIME: 4:00 p.m.

MINUTES OF MEETING

1. Call meeting to order

Chair Pierre Michaud, called the meeting to order at 4:10 p.m., and welcomed everyone.

Members attending	
Mr. Pierre Michaud, Chair	Mayor of Clair
Mr. Carmel St-Amand, Vice-Chair	Mayor of Saint-Léonard
Mr. Luc St-Jarre	Representing the LSD
Staff attending	
François Picard	Executive Director

2. Request for proposal – office space

The ED presented the following documents:

- a) Analysis of the territory covered by NWRSC (thematic maps)
 - Population
 - Estimate of regional development trends
 - Estimated tax base
 - Assessment of the roads
 - Present coverage of the region in a 25-km radius of the current offices
- b) Construction of a building for the NWRSC offices
- c) Request for proposal - Office space for NWRSC
- d) Table comparing current costs versus market costs
- e) Email from Ms. Diane Leblond Michaud, Chair of Groupe 500 Ltée
- f) Executive Committee summary (19 points)

After a discussion of the points mentioned in items 'd', 'e' and 'f', the Executive Committee recommended retaining the status quo for the present NWRSC offices and sending a detailed table to the members of the Executive

Committee containing the options presented by Groupe 500 Ltée. The table will also be presented to and discussed with the members of NWRSC at the September Board meeting. See 'rent' on page 3.

3. Motions – Transfer of Funds

The ED reviewed the various motions concerning the amounts to be given to the municipalities and credited to the LSD to reimburse application fees for 2014. See the details of the transfers on pages 4 and 5 of this document.

He also mentioned that very positive meetings had been held with suppliers of NWRSC's Solid Waste Services.

4. Other Business

Concerning the request from Ms. Lise C. Ouellette for a contribution from NWRSC to the Core Leadership Team, the Chair said that he would follow-up.

5. Adjournment

The meeting was adjourned by the chairman at 6:30 p.m.

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PIERRE MICHAUD,
Chair

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FRANÇOIS PICARD
Executive Director

RENT

In 2006 – Development/Planning office in Edmundston: rental costs were \$4,200/ month

In 2016-2017 the cost will be \$4,166/month

In 2015 – We should have paid \$5,450/month = \$65,400 according to the lease at \$15/ft² and we negotiated a reduction to \$10/ft² = decrease of 33%

We pay \$408 less a year than we did 11 years ago

So 5,000 square feet at \$10/ft² = \$50,000 (Edmundston)
1,976 square feet at \$6.07/ft² = \$12,000 (Governance)

6,976 square feet = \$62,000

Actual cost for Edmundston & Grand Falls = \$8.88/ft²

Market cost of 6,976 ft² x \$16/ft² = \$111,616

Rent - 36 Court, Edmundston (5000 square feet)

Option 1	Cost per month	Annual increase	Cost per year	Cost per square foot \$
2016-2017	\$4,166.67		\$50,000.00	\$10.00
2017-2018	\$4,500.00	8.00%	\$54,000.04	\$10.80
2018-2019	\$4,860.00	8.00%	\$58,320.05	\$11.66
2019-2020	\$5,248.80	8.00%	\$62,985.65	\$12.60
Option 2	Cost per month	Annual increase	Cost per year	Cost per square foot \$
2016-2017	\$4,166.67		\$50,000.04	\$10.00
2017-2018	\$4,375.00	5.00%	\$52,500.04	\$10.50
2018-2019	\$4,593.75	5.00%	\$55,125.04	\$11.03
2019-2020	\$4,823.44	5.00%	\$57,881.30	\$11.58
2020-2021	\$5,064.61	5.00%	\$60,775.36	\$12.16
2021-2022	\$5,317.84	5.00%	\$63,814.13	\$12.76

MOTIONS AT THE MEETING OF THE EXECUTIVE COMMITTEE HELD ON JULY 2, 2015:
Planning Sector

- That NWRSC authorize a transfer of funds in the amount of \$5,630.00 from account 29434 ES-1 and of \$4,550.00\$ from account 29434 ES-3 to NWRSC's current account, folio 29434. The following amounts will be returned to the municipalities to reimburse application fees for 2014:

ES-3	Grand Falls	\$3,850.00	transfer of \$4,550.00
	Saint-Léonard	\$700.00	
ES-1	Edmundston	\$1,380.00	transfer of \$5,630.00
	St-Hilaire	\$300.00	
	Baker Brook	\$450.00	
	Lac Baker	\$1,925.00	
	Clair	\$375.00	
	Rivière-Verte	\$575.00	
	Saint-François	\$450.00	
	Saint-Quentin	\$175.00	

This transfer was approved by 2 signing officers, Messrs. Carmel St-Amand and. François Picard, by Internet using the Caisse populaire's Accès D system, on June 23, 2015.

- That NWRSC authorize a transfer of funds in the amount of \$7,425.00 from account 29434 ES-1 and of \$13,425.00 from account 29434 ES-3 to NWRSC's current account, folio 29434. The following amounts will be credited to the LSDs to reimburse application fees for the year 2014.

ES-3	Grand Falls LSD	\$13,425.00	transfer of \$13,425.00
ES-1	Edmundston LSD	\$5,375.00	transfer of \$7,425.00
	Restigouche LSD	\$2,050.00	

Note that the LSDs will be credited on the 2016 budget with \$20,850.00

This transfer was approved by 2 signing officers, Messrs. Carmel St-Amand and François Picard, by Internet using the Caisse populaire's Accès D system, on June 24, 2015.

MOTIONS AT THE MEETING OF THE EXECUTIVE COMMITTEE HELD ON JULY 2, 2015:

- That NWRSC authorize a transfer of funds in the amount of \$140 from account 29434 ES-3 to account 29434 ES-2. This sum was paid by an electrician for issuing permits. On January 1, 2015, this amount was still in account 29434 ES-3. Since this account is no longer used for issuing permits, the money has to be transferred into account 29434 ES-2.

This transfer was approved by 2 signing officers, Messrs. Carmel St-Amand and François Picard, by Internet using the Caisse populaire's Accès D system, on June 23, 2015.