

**Regional Service Commission 11 – Board of Directors Meeting
Minutes of February 5, 2019
860 Prospect Street**

In attendance:

Robert Powell, Mayor of Oromocto
Mike Chamberlain, LSD Member
Judy Wilson-Shee, Mayor of New Maryland
Steven Hicks, Deputy Mayor of Fredericton
John Bigger, Mayor of Fredericton Junction
Robert White, Deputy Mayor of Gagetown
*participated by telephone

Dale Mowry, Mayor of Tracy
Bev Forbes, Mayor of Millville
Susan Cassidy, Mayor of Hanwell
Peter Morrison, LSD Member
Leo Koliijn, LSD Member

Carson Atkinson, Mayor of Chipman
Ian Kitchen, Mayor of Nackawic
Mark Foreman, Mayor of Stanley
*Erica Barnett, Mayor of Minto
Debby Peck, LSD Member

1. Call to Order

Chair, Judy Wilson-Shee called the meeting to order at 6:30 pm. She welcomed the new Mayor of Hanwell, Susan, Cassidy, to the meeting.

2. Attendance

Attendance was taken.

3. Approval of Agenda

ON MOTION BY Carson Atkinson, seconded by Robert Powell, the Board approve the agenda of February 5, 2019. **MOTION CARRIED UNANIMOUSLY**

4. Conflict of Interest Declaration

There were no conflicts of interest declared.

5. Adoption of Minutes

ON MOTION BY Debby Peck, seconded by Ian Kitchen, the Board approve the minutes of December 4, 2018. **MOTION CARRIED UNANIMOUSLY**

ON MOTION BY Peter Morrison, seconded by Mike Chamberlain, the Board approve the minutes of December 20, 2018. **MOTION CARRIED UNANIMOUSLY**

6. Conflict of Interest Disclosure

a. Staff Report – Annual Disclosure

Board members were asked to complete the annual disclosure form and return them to Kelly Shaw.

Don Fitzgerald will provide information to the board members with regards to the one year after leaving the commission for doing business with the RSC applied to both staff and directors.

7. Presentation – Horizon Health

Don Fitzgerald introduced Gillian Salmon and Shawna Miller, Dietitians from Horizon Health, who gave a presentation on Healthy Eating in NB Communities.

Shawna Miller stated that she would provide Don Fitzgerald with the information on the Community food grants that are available.

8. Committee Reports

a. Audit Report

ON MOTION BY Dale Mowry, seconded by Mike Chamberlain, the Board receive the report of the Audit Committee dated February 5, 2019. **MOTION CARRIED UNANIMOUSLY**

9. Staff updates

a. Tenders

Don Fitzgerald stated that there were no tenders awarded in the 4th quarter to report.

b. Planning Division

Stephen McAlinden gave a verbal report on the 2019 year ahead for the Planning Department.

The following areas will see rural plans completed in 2019:

- Maugerville/Sheffield;
- Millville ;
- Village of Stanley; and
- Village of Fredericton Junction.

The following areas will have rural plans reviewed in 2019:

- Keswick Ridge;
- Nashwaak Valley;
- New Maryland;
- Noonan; and
- Douglas.

Staff are working on 4 rezoning applications.

The following major projects are anticipated in 2019:

- 3 to 4 new commercial buildings to start construction in the Spring, including Brandt (John Deere). Construction value is over \$10 million;
- Hanwell Community Centre should be completed by early April. This is a \$3 million project;
- 8 inquiries for cannabis manufacturing operations throughout our territory; and
- Fredericton Airport expansion will start in the Spring. This is a \$30 million project.

Stephen McAlinden stated that over the winter months his department have been working on key performance indicators to better serve clients.

c. Solid Waste Division

Brett McCrea gave a verbal report on the Solid Waste Division and noted the following:

- 2 tenders closed and more information will be given at the March board meeting;
- An additional tender for cell construction will be out in April;
- Busy with snow removal; and
- Staff are taking safety training.

Brett McCrea stated that he is a representative on the provincial waste reduction strategy. His division is also working on cell design and final approval for cell E4 for 2019.

He reported that the auditors have completed their audit. He will have an update on landfill gas at the March board meeting.

10. Closed Session

ON MOTION BY Dale Mowry, seconded by Steven Hicks, the Board move into closed session.

MOTION CARRIED UNANIMOUSLY

ON MOTION BY Carson Atkinson, seconded by Robert Powell, the Board come out of closed session.

MOTION CARRIED UNANIMOUSLY

ON MOTION BY Mike Chamberlain, seconded by Debby Peck, the Board adopt the Executive Directors Strategic Objectives for 2019.

MOTION CARRIED UNANIMOUSLY

11. Adjournment

ON MOTION BY Mike Chamberlain, seconded by Susan Cassidy, the Board meeting be adjourned at 7:43 pm.

MOTION CARRIED UNANIMOUSLY

Minutes recorded by Wendy Constable.

Judy Wilson-Shee, Chair RSC 11

Don Fitzgerald, Executive Director RSC 11