

**Regional Service Commission 11 – Board of Directors Meeting
Minutes of January 10, 2017
New Maryland Centre**

In attendance:

Judy Wilson-Shee, Mayor of New Maryland	Dale Mowry, Mayor of Tracy	Scott Smith, LSD Member
Debby Peck, LSD Member	Bev Forbes, Mayor of Millville	Carson Atkinson, Mayor of Chipman
Kate Rogers, Deputy Mayor of Fredericton	Chris Melvin, Mayor of Hanwell	Ian Kitchen, Mayor of Nackawic
Mike Chamberlain, LSD Member	Peter Morrison, LSD Member	Eleanor Lindsay, LSD Member
Donald Gould, Mayor of Minto	Mark Foreman, Mayor of Stanley	Don Fitzgerald, RSC 11 Staff
Blair Cummings, Mayor of Cambridge-Narrows	Daryl Prince, LSD Member	Kelly Shaw, RSC 11 Staff
Robert White, Deputy Mayor of Gagetown	Robert Powell, Mayor of Oromocto	Brett McCrea, RSC 11 Staff
		Ivan Corbett, DELG

1. Call to Order

Chair, Judy Wilson-Shee called the meeting to order at 6:30 pm. It was noted that Donald Gould participated by telephone. Robert White, Deputy Mayor of Gagetown was present.

The Chair asked for a moment of silent in memory of Kenneth Hill.

2. Attendance

Attendance was taken.

3. Approval of Agenda

ON MOTION BY Carson Atkinson, seconded by Mark Foreman, the Board approve the agenda of January 10, 2017. **MOTION CARRIED UNANIMOUSLY**

4. Conflict of Interest Disclosure

There were no conflicts of interest declared.

a. Staff report – Annual Disclosure

Don Fitzgerald presented a staff report on the annual conflict of interest declaration. It was recommended that board members sign the Statement of Disclosure form and review the procedural by-law, Section 4. On a question from Mr. Cummings as to whether staff and the Executive Director sign the annual disclosure statement, Mr. Fitzgerald stated that they do not but if the Board would like that to happen they have no issue with signing the declaration.

5. Adoption of Minutes

a. ON MOTION BY Peter Morrison, seconded by Robert Powell, the Board approve the minutes of December 6, 2016. **MOTION CARRIED UNANIMOUSLY**

b. ON MOTION BY Chris Melvin, seconded by Daryl Prince, the Board approve the minutes of December 21, 2016. **MOTION CARRIED UNANIMOUSLY**

6. Committee Reports

a. Finance Committee

ON MOTION BY Mike Chamberlain, seconded by Robert Powell, the Board receive the report of the Finance Committee dated January 10, 2017. **MOTION CARRIED UNANIMOUSLY**

ON MOTION BY Mike Chamberlain, seconded by Donald Gould, that Tender 04-2016-PACKERTRUCK-120616 be awarded to Peterbilt Atlantic for one new 2018 Peterbilt 348 truck and one new 2018 Neway packer as described in the tender for \$184,522 + tax. **MOTION CARRIED UNANIMOUSLY**

ON MOTION BY Mike Chamberlain, seconded by Peter Morrison, that the Executive Director and/or Chair be authorized to issue and sell to the New Brunswick Municipal Finance Corporation a Regional Service Commission 11 debenture in the principal amount of \$190,000.00 on such terms and conditions as are recommended by the New Brunswick Municipal Finance Corporation, and be it resolved that the Regional Service Commission 11 agree to issue postdated cheques payable to the New Brunswick Municipal Finance Corporation as and when they are requested. **MOTION CARRIED UNANIMOUSLY**

b. Governance Committee

ON MOTION BY Debby Peck, seconded by Carson Atkinson, the Board receive the report of the Governance Committee dated January 10, 2017. **MOTION CARRIED UNANIMOUSLY**

7. Staff reports

a. Executive Director's Report

Don Fitzgerald presented the Executive Director Report included in the Board package.

8. Closed session

ON MOTION BY Peter Morrison, seconded by Kate Rogers, the Board agreed to go into closed session. **MOTION CARRIED UNANIMOUSLY**

ON MOTION BY Peter Morrison, seconded by Dale Mowry, the Board agreed to come out of closed session. **MOTION CARRIED UNANIMOUSLY**

ON MOTION BY Mark Foreman, seconded by Chris Melvin, the Board recommend that an economic adjustment increase of 2% be given to Don Fitzgerald, Executive Director effective January 1, 2017. **MOTION CARRIED ON DIVISION**

The votes were recorded as follows:

VOTES FOR		VOTES AGAINST
Chris Melvin	Scott Smith	Blair Cummings
Robert Powell	Peter Morrison	
Ian Kitchen	Mike Chamberlain	
Robert White	Mark Foreman	
Judy Wilson-Shee	Debby Peck	
Kate Rogers	Donald Gould	
Eleanor Lindsay	Carson Atkinson	
Daryl Prince	Dale Mowry	
Bev Forbes		

ON MOTION BY Carson Atkinson, seconded by Chris Melvin, that the Board receive a comparative salary analysis for all other RSC Executive Directors. **MOTION CARRIED UNANIMOUSLY**

9. Adjournment

ON MOTION BY Eleanor Lindsay, seconded by Robert Powell the meeting be adjourned at 7:20 pm. **MOTION CARRIED UNANIMOUSLY**

Minutes recorded by Wendy Constable.

Judy Wilson-Shee, Chair RSC 11

Don Fitzgerald, Executive Director RSC 11