

Regional Service Commission 11 – Board of Directors Meeting
Minutes of June 7, 2016
Oromocto Town Hall

In attendance:

Ian Kitchen, Mayor of Nackawic	Scott Smith, LSD Member	Gordon Wilson, RSC 11 Staff
Peter Morrison, LSD Member	Daryl Prince, LSD Member	Don Fitzgerald, RSC 11 Staff
Dale Mowry, Mayor of Tracy	Mark Foreman, Mayor of Stanley	Stephen McAlinden, RSC 11 Staff
Carson Atkinson, Mayor of Chipman	Gerard Daly, LSD Member	Kelly Brewer, RSC 11 Staff
Mike Blaney, Mayor of Gagetown	Chris Melvin, Mayor of Hanwell	Claude Leger, Shannon & Buffett
Judy Wilson-Shee, Mayor of New Maryland	Don Gould, Mayor of Minto	Leo Kolijn, LSD Member (non-vote)
Mike Chamberlain, LSD Member	Robert Powell, Mayor of Oromocto	
Blair Cummings, Mayor of Cambridge-Narrows	Bev Forbes, Mayor of Millville	

1. Welcome and Meet & Greet New Members

Chair, Judy Wilson-Shee welcomed new and returning members of the Board to the meeting. Self-introductions were given.

Don Fitzgerald, on behalf of Gary Mersereau who is the Chair of the Governance Committee, reported the following:

- The Governance Committee has been tasked by the Board with having an orientation process in place for new members as well as having an appropriate training process in place for the Board. As a result an orientation manual has been developed and was shared with the Board tonight. All board members were encouraged to participate in the orientation session that will happen over the summer months. Part of the orientation will include a 5 chapter video presentation about Regional Service Commissions; the role as board members; the role of staff and perhaps most importantly the role in the delivery of local government services.
- The board members were reminded that it was the Governance Committees recommendation to defer the election of a new Chair and Vice Chair until September. That will be the first order of business when the Board meets in September. Board members were asked to give some thought into whether they would want their name put forward and who would be nominated.

2. Call to Order

Chair, Judy Wilson-Shee called the meeting to order at 6:49 pm.

3. Attendance

Attendance was taken.

4. Approval of Agenda

ON MOTION BY Dale Mowry, seconded by Robert Powell, the Board approve the agenda of June 7, 2016.

MOTION CARRIED UNANIMOUSLY

5. Conflict of Interest Disclosure

There were no conflicts of interest declared.

6. Adoption of Minutes

a. April 5, 2016

ON MOTION BY Mark Foreman, seconded by Daryl Prince, the Board approve the adoption of the minutes dated April 5, 2016.

MOTION CARRIED UNANIMOUSLY

b. May 12, 2016

ON MOTION BY Peter Morrison, seconded by Dale Mowry, the Board approve the adoption of the minutes of May 12, 2016.

MOTION CARRIED UNANIMOUSLY

7. Public Presentations

a. Public Safety – Disaster Mitigation

b. Public Safety – Disaster Relief

Lisa Munn, from Public Safety, gave a presentation on Disaster Mitigation and Disaster Relief. Don Fitzgerald stated he would share the contact information for Lisa Munn and Chris Hand with the board members.

8. Committee Reports

a. Finance & Budget Committee

i. First quarter results

ON MOTION BY Peter Morrison, seconded by Michael Blaney, the Board receive the Finance Committee report dated June 7, 2016 which referenced the May 19, 2016 committee meeting. MOTION CARRIED UNANIMOUSLY

ii. Tender Recommendations

ON MOTION BY Peter Morrison, seconded by Don Gould, the Board receive the Finance Committee report dated June 7, 2016 which referenced the June 6, 2016 committee meeting. MOTION CARRIED UNANIMOUSLY

ON MOTION BY Peter Morrison, seconded by Mike Chamberlain, the Board direct staff to award Tender 03-2016-Dozer-053016 to SMS Equipment for a price of \$336,000 plus HST as described in the staff report MOTION CARRIED UNANIMOUSLY

b. Policing Committee

ON MOTION BY Robert Powell, seconded by Daryl Prince, the Board receive the report of the Community Policing Committee dated June 7, 2016. MOTION CARRIED UNANIMOUSLY

c. Planning Management Committee

The Planning Management Committee held a meeting on June 1, 2016. Gerard Daly gave a verbal report as follows:

- There was discussion on the first four months results
- YTD permits were presented which showed a sharp upturn from last year
- Staff have helped municipalities with some tenders for fire halls, fire trucks and tendering for signs
- Discussion on some major projects (new fire halls in Millville and Nackawic, new community centre in Hanwell, new commercial buildings in the community of Hanwell)

ON MOTION BY Gerard Daly, seconded by Scott Smith, the Board receive the verbal report of the Planning Management Committee dated June 7, 2016. MOTION CARRIED UNANIMOUSLY

9. Staff Reports

a. Executive Director's Report

Don Fitzgerald's report is included in the board package. He asked the board members to email him with their preference in meeting frequency over the summer.

10. Resolutions

a. Next meeting date

BE IT RESOLVED that pursuant to Section 5.2 of the Regional Service Commission 11 Procedural By-Law, that the meetings of the Board of Directors for 2016 be as follows: September 6, 2016 at the New Maryland Centre.

On motion by Bev Forbes, seconded by Scott Smith.

MOTION CARRIED UNANIMOUSLY

b. PRAC appointees

BE IT RESOLVED that Regional Service Commission 11 appoints Paul Milburn, Mike Chamberlain, and Daryl Prince to the Planning Review and Adjustment Committee with the term expiring on June 30, 2020. **ON MOTION BY Mark Foreman, seconded by Gerard Daly.**

MOTION CARRIED UNANIMOUSLY

11. Adjournment

ON MOTION BY Carson Atkinson, seconded by Robert Powell, the meeting was adjourned at 8:00pm.

Minutes recorded by Wendy Constable.