

**Regional Service Commission 11**  
**Board of Directors Meeting - Virtual Zoom Meeting**  
**Minutes of April 6, 2021**

**In attendance:**

Mike Chamberlain, LSD Director  
Judy Wilson-Shee, Mayor of New Maryland  
Peter Morrison, LSD Director  
Mark Foreman, Mayor of Stanley  
Mike Blaney, Mayor of Gagetown  
Steven Hicks, Deputy Mayor of Fredericton

Bev Forbes, Mayor of Millville  
Susan Cassidy, Mayor of Hanwell  
Dale Mowry, Mayor of Tracy  
Carson Atkinson, Mayor of Chipman  
Chris Rinehart, LSD Director  
Robert Powell, Mayor of Oromocto

Eleanor Lindsay, LSD Director  
John Bigger, Mayor of Fredericton Junction  
Tom Nisbet, Mayor of Cambridge-Narrows  
Erica Barnett, Mayor of Minto  
Leo Kolijn, LSD Director

**1. Call to Order**

Chair, Judy Wilson-Shee called the meeting to order at 6:30 pm.

**2. Attendance**

Attendance was taken.

**3. Approval of Agenda**

ON MOTION BY Carson Atkinson, seconded by Robert Powell, the Board approve the agenda of April 6, 2021.

MOTION CARRIED UNANIMOUSLY #21-17

**4. Conflict of Interest Disclosure**

There were no conflicts of interest declared.

**5. Adoption of Minutes**

ON MOTION BY Peter Morrison, seconded by Robert Powell, the Board approve the minutes of March 2, 2021.

MOTION CARRIED UNANIMOUSLY #21-18

**6. Committee Reports**

a. Audit Committee

ON MOTION BY Dale Mowry, seconded by Eleanor Lindsay, the Board receive the Audit Committee report dated April 6, 2021.

MOTION CARRIED UNANIMOUSLY #21-19

The auditors from MacMillan Lawrence and Lawrence presented the draft 2020 financial statements.

ON MOTION BY Dale Mowry, seconded by Mike Blaney, the Board adopt the 2020 financial statements for Regional Service Commission 11.

MOTION CARRIED UNANIMOUSLY #21-20

b. Governance Committee Report

ON MOTION BY Erica Barnett, seconded by Carson Atkinson, the Board receive the Governance Committee reported dated April 6, 2021.

MOTION CARRIED UNANIMOUSLY #21-21

ON MOTION BY Erica Barnett, seconded by Robert Powell, the Board adopt the Procedural By-Law P-8 and that the Procedural By-Law P-7 (dated May 28, 2020) be repealed.

MOTION CARRIED UNANIMOUSLY #21-22

c. Finance Committee Report

ON MOTION BY Peter Morrison, seconded by Dale Mowry, the Board receive the Finance Committee report dated April 6, 2021.

MOTION CARRIED UNANIMOUSLY 21-23

**ON MOTION BY Peter Morrison, seconded by Mike Blaney, the Board approve the purchase of one new 2021 John Deer 1510G, as described in the bid documents, be purchased from Brandt Tractor for \$449,200 + tax.**

**MOTION CARRIED UNANIMOUSLY #21-24**

**ON MOTION BY Peter Morrison, seconded by Mike Chamberlain, 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 \$440,000.00 on such terms and conditionals 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.\*\* (The term of financing will be 5 years).**

**MOTION CARRIED UNANIMOUSLY #21-25**

**ON MOTION BY Peter Morrison, seconded by Mike Chamberlain, that the Board approve tender 03-21-Leachate Collection-22-03-21 be awarded to Philson Ltd. for the construction of a leachate extraction system as described in the tender for \$561,240 + tax.**

**MOTION CARRIED UNANIMOUSLY #21-26**

## **7. Staff Reports**

### **a. Staff Report – Auditor Appointment**

Don Fitzgerald presented the staff report.

**BE IT RESOLVED** that the Board appoint the firm of MacMillan Lawrence and Lawrence as auditors for Regional Service Commission 11 for the fiscal year ending December 31, 2021.

**ON MOTION BY Dale Mowry, seconded by Peter Morrison.**

**MOTION CARRIED UNANIMOUSLY #21-27**

### **b. Staff Report – Annual Report**

Don Fitzgerald presented the staff report.

**ON MOTION BY Erica Barnett, seconded by Robert Powell, the Board adopt the attached 2020 Annual Report as the Commission's Annual Report and that it be distributed as described in Section 33 of the Regional Services Delivery Act.**

**MOTION CARRIED UNANIMOUSLY #21-28**

### **c. Staff Report – Solid Waste Management**

The staff report on Solid Waste Management was for information only.

## **8. Chair's Comments**

As this is the last meeting before the May Municipal elections, Chair, Judy Wilson-Shee took a few minutes to reflect on the past year. She stated that it has been her pleasure to serve as Chair and she thanked the board members and staff for their hard work. She said there will be a new board at the next meeting, and they have a lot of work ahead of them.

## **9. Adjournment**

**ON MOTION BY Dale Mowry, seconded by Robert Powell, the board meeting be adjourned at 7:20 pm.**

**MOTION CARRIED UNANIMOUSLY #21-29**

Minutes recorded by Wendy Constable.

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Judy Wilson-Shee, Chair RSC 11

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Don Fitzgerald, Executive Director RSC 11