

Regional Service Commission 10
Board of Directors Meeting
January 10, 2013

V 2013-4-5

Minutes of the meeting of the Board of Directors of Regional Service Commission 10 held on Thursday, January 10, 2013 at 6:00 p.m. at the St. Stephen Town Hall, 73 Milltown Blvd., St. Stephen., NB.

IN ATTENDANCE

BOARD MEMBERS

Daniel Dow, LSD Representative, Chairperson
Frank Carroll, Mayor of McAdam, Vice-Chairperson
Carla Brown, LSD Representative
Stanley Choptiany, Mayor of Saint Andrews
Garry Christie, LSD Representative
Nick Cleghorn, LSD Representative
Patricia Dodd, LSD Representative
Susan Farquharson, LSD Representative
Vern Faulkner, LSD Representative
Winston Gamblin, Mayor of Harvey
Dennis Green, Mayor of Grand Manan
Terry James, Mayor of Blacks Harbour
Frank McCallum, LSD Representative
John Quartermain, Mayor of St. Stephen
Darrell Weare, LSD Representative

Regrets:

Daniel Henry, Mayor of St. George
Stephen Smart, Mayor of Campobello Island

OTHERS

Paul Stapleton, Region 10 Transition Leader
Frank Tenhave, Executive Director

Members of the general public and the media were also present.

1. Call to Order

The Chairperson, D. Dow, called the meeting to order at 6:05 p.m. He welcomed everyone to the meeting and presented some opening remarks. His comments focused on

the procedures for conducting the business of the Board meetings. He asked all those seated at the Board table to introduce themselves.

2. Approval of Agenda:

The Chairperson referenced the agenda which had been previously circulated by email and asked if there were any additions. He noted that with respect to item 4.b the appointment of the Planning Review and Adjustment Committee members, it would be moved to item 9 for discussion in closed session. He also noted that under Other Items Added to the Agenda he would like to add Public Questions as item 7 a. With those noted changes,

13-01 On motion of G. Christie, seconded by S. Farquharson, the Agenda with the noted changes was approved.

3. Approval of Minutes

a. December 4, 2012

F. McCallum noted that on page 3 the candidates for Vice-Chairperson did not address the Board and therefore the words "Each candidate briefly addressed the Board" should be deleted.

13-02 On motion of C. Brown, seconded by S. Farquharson, the minutes of December 4, 2012, as circulated, with the noted deletion, were approved.

b. December 13, 2012

N. Cleghorn noted a grammatical error on page 2 of the minutes under item 2 in the Recommendation section. The word "proviso" was changed to "provision".

13-03 On motion of C. Brown, seconded by S. Farquharson, the minutes of December 13, 2012, as circulated, with the noted change, were approved.

4. Committee Reports

a. Planning Review and Adjustment Committee By-Law

The ad hoc committee of the Board which undertook the review of the draft Planning Review and Adjustment Committee By-Law was comprised of C. Brown, D. Dow and S. Farquharson. On behalf of the committee S. Farquharson presented the final draft of the proposed by-law for the Board's consideration.

The Board reviewed the draft by-law and appendices in detail.

By-Law:

Page 5, section 4. correction: delete the words "Regional Planning Advisory Review Committee" and substitute therefor the words "Planning Review and Adjustment Committee"

Page 5, subsection 5.2 second bullet: There was considerable discussion about the intent of this provision ranging from deleting it in its entirety, to rewording, to keeping it as it is.

13-04 A motion was made by V. Faulkner, seconded by G. Christie to reword the first sentence and delete the second sentence in its entirety. The motion was lost on a vote of 7 in favour and 8 opposed.

After further a discussion the Board arrived at a consensus on rewording the first and second bullets under subsection 5.2 as follows;

- Membership in the PRAC shall be comprised of individuals who reside in the LSDs being served.
- One member of the committee shall represent a municipality as an ex-officio member until such time participation by municipalities warrants a bylaw change.
- There shall be at least one member of the Planning Review and Advisory Committee who resides in a municipality / rural community, if such communities contract planning services from the RSC, and at least one member who resides in a Local Service District.

13-05 On a motion made by F. Carroll, seconded by D. Weare the recommended wording was carried unanimously.

13-06 On a motion by S. Choptiany, seconded by D. Weare, and carried unanimously the following bullet was added to subsection 5.2

- Vacancies on the PRAC shall be advertised, outlining the duties and qualifications of membership.

Appendix A:

Page 9, sixth bullet: a wording change was recommended to replace "their" with "its".

Appendix C:

Page 18, subsection 6.1 and 6.2:

S. Farquharson noted the highlighted parts of the draft by-law with respect to the notice requirements to property owners, with particular reference to the distance measurement. There was considerable discussion concerning this topic.

13-07 It was moved by V. Faulkner, seconded by S. Choptiany that the distance requirements of subsection 6.2 be set at 250 metres. The motion was lost on a vote of 7 in favour to 8 opposed.

13-08 It was moved by F. McCallum, seconded by N. Cleghorn that the distance requirements of subsection 6.2 be established at 200 metres. The motion carried with 13 members voting in favour.

13-09 It was moved by S. Farquharson, seconded by C. Brown that the distance requirements of subsection 6.1 be established at 100 metres. The motion was carried unanimously.

Page 20, Section 10 Expenses and Per diems:

S. Farquharson brought the Board's attention to the highlighted parts of subsection 10.2 with respect to the PRAC members per diem. Upon further discussion the Board consensus was agreement on subsection 10.1 with respect to Committee member expenses; and agreement that there be no remuneration for serving on the PRAC.

13-10 It was moved by F. McCallum, seconded by V. Faulkner that subsection 10.2 with respect to Committee member per diems be deleted. The motion carried with 12 Board members voting in favour.

13-11 It was moved by V. Faulkner, seconded by F. McCallum that subsection 10.3 with respect to the Committee Chairperson per diem be deleted. The motion carried.

PRAC By-Law and Appendices:

13-12 It was moved by S. Farquharson, seconded by C. Brown that the Planning Review and Adjustment Committee By-Law as amended be approved. The motion carried.

5. Appointment of Planning Director:

The Chairperson referred to a memorandum from the Transition Leader with respect to the appointment of a Planning Director for the RSC. The Transition Leader distributed copies of the memorandum and explained that this was an interim appointment to fulfill the legislative requirements for such an appointment. The Board has not yet had an opportunity to consider its options with respect to the planning service and the appointment of a planning director on a more long-term basis. The current workload for planning does not demand an immediate solution.

As an interim solution the current General Manager of the Solid Waste Service, Dan Harrington, who is an accredited land use planner with his MCIP and RPP professional designations, has agreed to act as Planning Director on an interim basis.

13-13 On motion of D. Green, seconded by P. Dodd it was approved to appoint Dan Harrington as the RSC 10 Planning Director on an interim basis renewable on a monthly or other regular basis according to the Board's regular meeting schedule. The motion was carried unanimously.

5.b. Development Officers:

It was noted that with the appointment of the Planning Director he could, in turn, appoint the RSC staff as Development Officers.

6. Interim Board Expenses:

This item is on the agenda merely as a reminder for those Board members who have not yet submitted their Interim Board expenses to please do so as soon as possible.

7. Other Items Added to the Agenda:

a. Public Questions:

The Chairpersons acknowledged the presence of members of the general public. After indicating that there would be a limit to the time available for questions, he invited the public to pose their questions. There were several questions primarily dealing with planning and the appointments to the Planning Review and Adjustment Committees. Board members responded to the questions.

b. Regular time for Board Meetings:

The Chairperson requested that members provide their preferences for establishing a regular day and time for holding the Board meetings. Carla Brown suggested that Board members should send their schedules to the Chairperson. The Transition Leader will canvass the Board members for their time preferences.

8. Next Meeting: At the call of the Chairperson

9. Closed Session:

13-14 On motion of S. Farquharson, seconded by C. Brown the meeting moved in to closed session to discuss personnel issues and property issues.

10. Adjournment: There being no further business the meeting adjourned at 9:05 p.m.