

Regional Service Commission 10
Board of Directors Meeting
January 30, 2013
V-2013-4-5

Minutes of the meeting of the Board of Directors of Regional Service Commission 10 held on Wednesday, January 30, 2013 at 7:00 p.m. at the Hemlock Knoll Sanitary Landfill, Lawrence Station, N.B.

IN ATTENDANCE

BOARD MEMBERS

Daniel Dow, LSD Representative, Chairperson
Frank Carroll, Mayor of McAdam, Vice-Chairperson
Carla Brown, LSD Representative
Garry Christie, LSD Representative
Vern Faulkner, LSD Representative
Winston Gamblin, Mayor of Harvey
Frank McCallum, LSD Representative
John Quartermain, Mayor of St. Stephen
Darrell Weare, LSD Representative
Larry Parker, LSD Representative

OTHERS

Frank Tenhave, Executive Director
Claudette MacLean – RSC 10 employee
Tammi McCrum – RSC 10 employee

Members of the general public were also present.

1. CALL TO ORDER

The meeting of the Regional Service Commission 10 was called to order at 7:04 p.m. by the Chairman, D. Dow.

2. AGENDA

The Chair referred everyone to the agenda that was circulated by e-mail and in hard copy, and asked if anyone had any additions to make to it. A couple of Board members asked for items to be added. Attached is a copy of the revised agenda based on these additions.

13-15 It was moved by G. Christie, seconded by C. Brown that the agenda be accepted with the two additions. **CARRIED.**

3. CHAIRMANS REMARKS

The Chair made brief comments about the need to move forward with getting all the committees in place if this RSC is to get up and running effectively quickly. The discussion concluded with the consensus to move forward to the forming of Committees.

4. APPOINTMENT TO COMMITTEES

There was extensive discussion among Board members about the committees and their make-up. Much discussion was about ensuring that all members had the opportunity to serve on at least one committee if not more and that there was an equitable split of LSD and municipal representatives on each.

Prior to the meeting the Chair had polled the members about their opinion of having an Executive Committee. The majority of the responses were in favour but it was not unanimous. The Chair explained that the role of this new committee would be one that facilitates the processes and thus speeds up things. The intention is for it not to have any decision making power but to identify problems/issues and then make recommendations on solutions to the Board that can be acted upon quickly.

The group agreed to the creation of the following 5 committees, not including the PRAC which is a separate and unique entity.

- Executive
- Finance
- Policing
- Planning Management
- Audit

Attached is a listing of the current membership of each committee for the Board members that were present at the meeting.

13-16 It was moved by F. Carroll, seconded by D. Weare that the Committees be formed with the Commission members both present and absent. **CARRIED.**

It was noted by the members of the Executive Committee that their first task would be to meet and develop the terms of reference for this committee. These would then be brought back to the Board for discussion, possible amendment, and approval.

13-17 It was moved by D. Weare, seconded by L. Parker to have the Chairman and Vice Chairman to appoint vacant positions on the Committees. **CARRIED.**

4b: Training of Board Members re; the new legislative and regulatory regime of the new RSCs and the practical implications of them

G. Christie expressed concern regarding all Board members not being abreast of the final version of all of the regulations and legislation involved in forming the new RSCs. Further he believed that many Board members like himself would not be able to explain to the public exactly what it is that the RSC does, how it does it, or what the implications of it are to the average person on the street. Given this he saw a real need for Board training in all of this. A general discussion followed and the consensus was that this was a real issue

and something that needed to be addressed. The Chair asked the Executive Director to research this kind of training with the Department of Environment and Local Government and see what could be arranged in the near future.

5a. SNOWMOBILE TRAIL GROOMER STORAGE

Members of the Board have been approached by the local snowmobile club concerning the present storing and occasional maintenance and repair of their trail groomer on RSC 10 property/in RSC10 buildings. Staff was advised to notify the club to convey the message that there are no changes in the past policy re; this groomer unless there were an insurance/liability issue that the Board is unaware of. The Chair asked the Executive Director to research is possible concern and report back to the Board.

5b) Policy re; ADVERTISING of Board MEETINGS

At this time, V. Faulkner excused himself from the meeting due to a conflict of interest.

There was a general discussion of the most cost effective means of getting the information out to the public. Several media options were mentioned ranging from newspapers, to local TV, radio and so on. The consensus seemed to be that the "Money Saver" was the publication that had the greatest reach within the RSC10 footprint and was the most cost effective. Based on this discussion it appeared that this would be the method of choice to get the word out to the public and that the ad should be large enough and clear enough to get attention.

In addition to this, F. Tenhave suggested a new RSC10 website be created to include the most recent/final documents such as the By-laws, legislative acts, minutes of Board meetings, Annual Reports and so on. In addition this website would be another venue with which to keep the public informed about upcoming meetings and events. It would also have an intranet within the site, accessible by Board members and staff only via passwords, wherein Board members and committee members could post such things as meeting agendas, document and policy drafts and work-in-process documents. Eventually after these items were dealt with by the Board and Committees, the final resulting documents would in turn be moved to the public portion of the website.

There was a brief discussion of this and the consensus was to proceed with the development of a new website.

Subsequent to this, V. Faulkner returned to the meeting.

6. NEXT MEETING

There was a discussion of setting a regular date and time for Board meetings. The Chair discussed the feedback he received from the members survey that was carried out as a result of the previous Board meeting discussion.

In the end the Chair recommended that the recommendation made by Paul Stapleton which was to hold regular Board meetings on the 4th Thursday of each month at 6:00 p.m. was agreed to.

There was a discussion of the need to move Board meetings around the RSC10 region in order to even out the travel of Board members and to make it easier for members of the public to attend a meeting if they wished. The consensus was that this would be a good way to proceed at this point.

The next meeting of the Regional Service Commission 10 Board will be held Thursday, February 28, 2013 @ 6 pm at the Bayside Community Hall, 3049 Route 127, Bayside, NB.

7. ADJOURNMENT

It was moved by C. Brown at 8:50pm the meeting adjourn.

Regional Service Commission 10
Commission Member Representatives
January 2013 Version 2013-02-05

Regional Service Commission Members:

Dan Dow – LSD Western Charlotte	Frank Carroll – Village of McAdam
Carla Brown – LSD St. David	Garry Christie – LSD St. Patrick
Vern Faulkner – LSD Denis Weston	Winston Gamblin – Village of Harvey
Frank McCallum – LSD Beaver Harbour	John Quartermain – Town of St. Andrews
Darrell Weare – LSD Bayside	Stephen Smart – Campobello Island Rural Co.
Stan Choptiany – Town of St. Andrews	Nick Cleghorn – LSD Manners Sutton
Patricia Dodd – LSD Pennfield	Susan Farquharson – LSD Lepreau
Dennis Greene- Village of Grand Manan	Daniel Henry – Town of St. George
Terry James – Village of Blacks Harbour	

Alternatives:

Heather Hatt – LSD Fundy Bay
Larry Parker – LSD Dufferin

Executive Committee Members:

Dan Dow
Frank Carroll
John Quartermain
Carla Brown

Audit Committee Members

Stan Choptiany
Darrell Weare
Daniel Henry

Finance Committee Members:

Carla Brown
Frank McCallum
John Quartermain
Darrell Weare
Dan Dowe
Winston Gamblin

Planning Management Committee Members:

Vern Faulkner
Susan Farquharson

Policing Committee Members:

Frank Carroll
Garry Christie
Stan Choptiany
Susan Farquharson
Dan Henry
Frank McCallum