

**Southwest New Brunswick Service Commission
Annual General Meeting
Minutes**

**September 26, 2013
Stella Maris Parish Community Center
Blacks Harbour, NB**

IN ATTENDANCE:

BOARD MEMBERS

Daniel Dow, LSD Representative, Chairperson
Frank Carroll, Mayor of McAdam, Vice-Chairperson
Carla Brown, LSD Representative
Garry Christie, LSD Representative
Winston Gamblin, Mayor of Harvey
Stan Choptiany, Mayor of St. Andrews
Frank McCallum, LSD Representative
Larry Parker, LSD Representative
Darrell Weare, LSD Representative
Nick Cleghorn, LSD Representative
Terry James, Mayor of Black's Harbour
Susan Farquharson, LSD Representative
Pat Dodd, LSD Representative
Stephen Smart, Mayor of Campobello Island Rural Community
John Quartermain, Mayor of St. Stephen
Vern Faulkner, LSD Representative
Heather Hatt, LSD Representative
Dennis Green, Mayor of Grand Manan

OTHERS

Frank Tenhave, Executive Director SNBSC
Tammi McCrum, Coordinator, SNBSC

PUBLIC:

Nine people from the general public attended.

CALL TO ORDER

The annual general meeting of the Southwest New Brunswick Service Commission was called to order at 4:10 p.m. by the Chairperson, D. Dow.

WELCOME AND INTRODUCTIONS

The Executive Director, F. Tenhave, welcomed the members and the public to the first annual general meeting. The members of the Board then introduced themselves and indicated the area they represent.

CHAIRPERSON'S REPORT

Chairperson D. Dow read a brief report however it is not available.

2012 AUDIT REPORT

Audit Committee Co-chair D. Weare indicated that the 2012 audit(s) had not been officially received from the two external auditors (one for the solid waste division previously operating as the South West Solid Waste Commission and one for our portion of the former Rural Planning Commission).

13-112 It was moved by T. James, seconded by S. Farquharson that the 2012 audit reports be deferred until the October 24, 2013 regular board meeting. CARRIED.

SELECTION OF AUDITORS FOR 2013

D. Weare reminded the members that there must be a call for proposals.

13-113 It was moved by S. Choptiany, seconded by D. Weare that Selection of Auditors for 2013 be removed from agenda. CARRIED.

EXECUTIVE DIRECTOR'S REPORT

The Executive Director's Report is attached in full length however the following is a brief summary;

The Executive Director reported that the last nine months has been a learning experience for all. He provided the following overview of each mandated service;

- the solid waste division is in good shape and the new Technical Advisory Committee would help to oversee the complex issues there.
- the local, land-use planning division was a small office not set up to do all that is mandated to do however Planning Management Committee is looking at ways to make this into a full service entity.
- the regional plan mandate has been put on the backburner, as we are waiting on our direction from Fredericton.
- the policing services collaboration mandate was proceeding very well with the SNBSC having a fully functioning Community Policing Committee up and running. The inclusion of other agencies such as Off-Road Vehicle enforcement and Commercial Vehicle Enforcement has been helpful in ensuring the public's concerns are addressed.
- the EMO collaboration mandate is on track, however due to major weather events that has forced the EMO representative attention elsewhere, progress has slowed a bit of late.
- the Regional Sports, Recreation and Culture Infrastructure and Cost-sharing mandate have not been a requested service so far and due to the need for attention on other mandated services it remains on the backburner for now.

He concluded by thanking various groups of employees for their work and help along the way.

NOMINATIONS AND ELECTION OF OFFICERS

The Executive Director called for nominations for the chairperson. G. Christie nominated D. Dow and V. Faulkner nominated S. Farquharson. The members voted by ballot. It was a tie 8-8.

13-114 It was moved by T. James and seconded by C. Brown that D. Dow and S. Farquharson would Co-Chair the Board until the next AGM. CARRIED

The Executive Director called for nominations for the vice-chairperson. D. Dow nominated D. Weare and V. Faulkner nominated F. Carroll. The members voted by ballot. It was a tie 8-8.

13-115 It was moved by T. James and seconded by C. Brown that D. Weare and F. Carroll would Co-Vice-Chair the board until the next AGM. CARRIED

13-116 It was moved by P. Dodd and Seconded by T. James to destroy the ballots. CARRIED

COMMITTEE MEMBERSHIPS REVIEW AND CONFIRMATIONS FOR 2014

The Chair asked if there were any members who would like to have their name removed from one of the committees. T. James asked that she be removed from the Community Policing Committee as she does not have enough time in her schedule.

QUESTIONS AND ANSWERS SESSION FOR THE PUBLIC

A couple of questions were asked by the public and answered by the Board

CLOSING REMARKS AND ADJOURNMENT OF THE AGM

The meeting was adjourned at 5:15pm.

These minutes were approved by;

Co-chair Sue Farquharson

Co-chair Dan Dow