

**Southwest New Brunswick Service Commission
Board Meeting
Minutes**

**April 8, 2014
Hemlock Knoll Conference Room
Lawrence Station, NB**

IN ATTENDANCE:

BOARD MEMBERS

Daniel Dow, LSD Representative, Co -Chairperson
Susan Farquharson, LSD Representative, Co-Chairperson
Frank Carroll, Mayor of McAdam, Co-Vice-Chairperson
Darrell Weare, LSD Representative, Co-Vice-Chairperson
Carla Brown, LSD Representative
Garry Christie, LSD Representative
Winston Gamblin, Mayor of Harvey
Terry James, Mayor of Black's Harbour
Pat Dodd, LSD Representative
Stan Choptiany, Mayor of St. Andrews
Vern Faulkner, LSD Representative
Frank McCallum, LSD Representative
Sharon Tucker, Mayor of St. George
Heather Hatt, LSD Representative
John Quartermain, Mayor of St. Stephen
Stephen Smart, Mayor of the Rural Community of Campobello

OTHERS

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

PUBLIC:

Eight people from the general public attended.

Call to Order

The meeting of the Southwest New Brunswick Service Commission was called to order at 6:00 p.m. by the Co-chairperson, D. Dow

Review, Additions, and Approval of Agenda

The co-chair asked those present if there were any additions or changes anyone would like to make to the agenda.

D. Dow asked that under business arising from previous meeting, that an item number 6 be added entitled Bylaw procedures and policy process.

V. Faulkner asked that under business arising from previous meeting, that number 3 (a) be added, notice to reconsider.

V. Faulkner asked that under committee reports and new business, that number 11 be added, Planning Management Committee report.

D. Weare asked that under committee reports and new business, that number 12 be added, LSD Organization.

13-159 It was moved by T. James, seconded by P. Dodd that the agenda be accepted as present with the additions. **CARRIED**

Conflict of Interest Declarations

The Chair asked whether there were any conflicts of interest and none were brought forth.

Approval of the Minutes of the February 27, 2014 Meeting

13-160 It was moved by D. Weare, seconded by D. Dow that J. Quartermain take the chair. **CARRIED.**

Lengthy discussion ensued around Procedural Bylaws.

13-161 It was moved by V. Faulkner, seconded by T. James that discussion on the Procedural Bylaws be an agenda item for next meeting. **CARRIED.**

13-162 S. Tucker, asked the motion 13-161, be amended to, that all members review and identify any issues they have with the Procedural bylaws, and to email the Executive Director their comments to be reviewed prior to the May meeting. **CARRIED. D. Dow and D. Weare voted Nay.**

13-163 It was moved by V. Faulkner, seconded by P. Dodd that the minutes be accepted as previously circulated. **CARRIED. D. Dow and D. Weare voted Nay.**

Business Arising from Previous Meeting

Supplemental Report: Bulldozer Replacement

Much discussion ensued around the replacement bulldozer.

13-164 It was moved by J. Quartermain, seconded by P. Dodd that the presentation of the comprehension review of the bulldozer move ahead. **CARRIED. D. Dow voted Nay.**

M. Young, Site Supervisor at the Hemlock Knoll waste facility gave a power point presentation on the daily uses of the waste handle bulldozer, and the options that the board has for this bulldozer.

13-165 It was moved by D.Dow, seconded by D. Weare that the Board of Directors ask staff to proceed with the tender process to attain final pricing for purchase of a heavy dozer replacement comparable to the current unit. **CARRIED.**

Co-Chair D. Dow asked Technical Advisory committee members if the cell construction had been discussed. Staff noted that they had been talking with the engineering firm regarding staff building the cell, as in the past. J. Quartermain, noted that it is an operational capital expense which was budgeted item.

13-166 It was moved by P. Dodd, seconded by C. Brown that the Technical Advisory committee work with the solid waste staff in the construction of the cell, as in the past. **CARRIED.**

Appointment of the Committee Members and Staff to comply with Bylaws

This item was moved to the Annual General Meeting on April 24.

Letter to Provincial Government re; EMO Planning Approach Approved by Board

V. Faulkner, gave a brief report on the letter that was sent to Minister of Public Safety, Hon. Bruce Northrup.

V. Faulkner, stated that the Planning Management Committee has two people come forward which would like to put their names on this committee. Heather Chase and Rob MacPherson.

13-167 It was moved, by V. Faulkner, seconded by T. James that Heather Chase and Rob MacPherson is named to the Planning Management Committee. Along with Dave Shelton and Gerald Gass being named to the Planning Review and Adjustment Committee (PRAC) **CARRIED.**

NB Trail Policy Speaker – Status

Executive Director, F. Tenhave informed the board that when he contacted that person, they decline in giving the board a presentation.

G. Christie, gave a brief overall on how the trail policy works.

Annual Report Format and Content

The board was giving a copy of a draft annual report. S. Tucker asked that an educational element for Board of Directors be added to this report.

13-168 It was moved by F. McCallum, seconded by F. Carroll the format for the SNBSC annual report be used.

Committee Reports and New Business

Community Policing Committee

No report

Ad Hoc EMO Planning Partnership Committee

V. Faulkner gave a brief review. C. Brown noted that Jason Cooling of EMO would be on this board along with Darren McCabe.

Acceptance for review of 2013 Audit Report

D. Weare, noted that the board has not received the draft 2013 audit as of this day. That it would be ready by the Annual General Meeting, on April 24.

Draft Process for Regional Service Commission offering a Voluntary Service

D. Weare gave a brief overview of the Process for Regional Service Commission offering Voluntary Service that was handed out in each member's folder. After much discussion it was decided to show a united front to the government on this service.

13-169 It was moved by F. Carroll, seconded by V. Faulkner that the Executive Director and D. Weare draft a letter for the board to review at the next meeting regarding the board's position on this item. **CARRIED.**

Executive Director: Operational Recommendations and Status Report

Executive Director, F. Tenhave gave a brief overview on the report in each member's folder.

13-170 It was moved by F. Carroll, seconded by V. Faulkner that the Executive Directors recommendation to the board be accepted as present with these recommendations not to excide \$80,000.00 annual cost.

Board Member Taxation Review

Mark Porter, gave a brief review on Canadian Revenue Agency taxation rules.

Planning Management Committee

13-171 It was moved by V. Faulkner, seconded by T. James. The PMC and the Board is hereby giving Notice to reconsider motion 13-149 (EMO concerns) from the previous Board meeting which dealt with the role of this regional service commission in the EMO structure and process. **CARRIED.**

13-172 It was moved by V. Faulkner, seconded by T. James, that to withdraw motion 13-149 of the January 23, 2014. **CARRIED**

LSD Organization

Much discussion ensued over this issue.

Time and Location of AGM and Next Board Meeting

Those present agreed that the AGM and next Board meeting will be held on April 24, at the W.C. O'Neill Arena in St. Andrews. The AGM will begin at 4pm, with the regular board meeting starting at 6pm.

Questions and Answers from the general public

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

Adjournment of the regular board meeting

The Co-chair, D. Dow asked for a motion for the regular meeting to be adjourned at 9:28pm.

13-173 It as moved by T. James that the meeting be adjourned.

After a short break, board moved into a closed session.

Minutes Approved by;

Co-chair Sue Farquharson

Co-chair Dan Dow