

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

**June 26, 2014
McAdam Train Station
McAdam, N.B.**

IN ATTENDANCE:

BOARD MEMBERS

Frank Carroll, Mayor of McAdam, Chairperson
Garry Christie, LSD Representative, Vice-Chairperson
Darrell Weare, LSD Representative,
Carla Brown, 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
Sharon Tucker, Mayor of St. George
Larry Parker, LSD Representative
Daniel Dow, LSD Representative
Susan Farquharson, LSD Representative
Frank McCallum, LSD Representative

OTHERS

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

PUBLIC:

Five people was in attendance from the public

Call to Order

The meeting of the Southwest New Brunswick Service Commission was called to order at 6:21 p.m. by the Chair F. Carroll.

Conflict of Interest Declarations

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

Review, Additions and Approval of Agenda

D. Weare asked that under Business Arising from Previous meeting, Voluntary Services is added. It was added as 6.1

D. Weare asked that under Business Arising from Previous meeting, Process to Amend By-law is added. It was added as 6.2.

D. Weare asked that an addition three items be added to closed session at the end of the meeting.

D. Dow produced a paper to the Chair of the board with some Points of Order.

13-193 It was moved by P. Dodd, seconded by C. Brown that D. Dow points of order be moved to closed session. **CARRIED. F. McCallum voted Nay.**

T. James asked that under Commission Reports that #11, Report on Recreational Funding/Fit within RSC Mandates be deferred to the August meeting.

13-194 It was moved by T. James, seconded by V. Faulkner that the agenda be accepted with these changes. **CARRIED.**

Approval of the Minutes of the May 22, 2014 Meeting

13-195 It was moved by T. James, seconded by S. Farquharson that the May 22, 2014 minutes be accepted as circulated. **CARRIED.**

Business Arising from Previous Meeting

3rd Motion regarding the Transportation Committee

S. Choptiany gave a brief outline on why the committee might be requesting funding. He also explained how the money would be used if this committee decided to go ahead with requesting funding.

13-196 It was moved by S. Choptiany, seconded by P. Dodd that be it further resolved that the ad hoc Charlotte County Transportation Committee may apply for funding from the Southwest NB Regional Service Commission to meet the transportation needs defined in the Southwest NB Regional Service Commission work plan. **CARRIED.**

Bulldozer Timeline Report

Much discussion ensued over this report.

13-197 It was moved by Faulkner, seconded by P. Dodd that the board except the Bulldozer timeline report as was circulated. **CARRIED. D.Dow voting Nay.**

Progress Report on the 2013 Audit

F. McCallum gave a brief outline on the report that was circulated. Much discussion ensued over this issue. The board asked many questions to the part-time financial officer Mark Porter.

13-198 It was moved by F. McCallum, seconded by W. Gamblin that this board endorse and support the work that the Finance and Audit committee is doing to get the 2013 audit report finalized. **CARRIED.**

PRAC Report

V. Faulkner gave a brief report on the report that was circulated to each member. He explained that the PRAC is a stand only committee with its own set of bylaws.

13-199 It was moved by V. Faulkner, seconded by S. Farquharson that the SNBSC amend the existing PRAC bylaws by removing item 5.2, and by inserting “ of rezoning and variance” after instances of “an application” in section 6.2 of the PRAC bylaws. **CARRIED.**

Formation of Committees and Reporting Process

Each member had a copy of the committees with the names of those who which to serve on each committee. After much discussion it was decided, F. McCallum was added to the TAC and V. Faulkner was added to the HR.

13-200 It was moved by V. Faulkner, seconded by F. McCallum that this committee structure would be the one that this board followed, with the 2 minor changes. **CARRIED.**

Election of 3rd Board Member to the Executive Committee

D. Dow nominated T. James, with her excepting this nomination. S. Choptiany nominated L. Parker, with him refusing this nomination.

So therefore, T. James became the 3rd member of the Executive Committee.

Voluntary Services

D. Weare made note that S. Choptiany did not follow procedures when he made his motions to this board at the last board meeting regarding the Charlotte County Transportation Committee.

Process to Amend Bylaws

D. Weare was wondering about a response from the letter that the Chair sent to the minister regarding the Procedural Bylaws. No response has come from the Minister office.

13-201 It was moved by S. Farquharson, seconded by D. Dow that the Chair do a follow up on this issue with the Minister of Environment and Local Government. **CARRIED.**

COMMITTEE REPORTS AND NEW BUSINESS

EMO Planning Partnership Committee Update

C. Brown gave a brief outline on the report that was circulated in each members file. She explained that this committee held its first meeting on June 12th with a good turnout. She explained that all communities must update their EMO plans.

Finance and Audit Committee Report

F. McCallum gave a brief outline on the report that was circulated in each members file. The main topic was the bulldozer and how the payments would be made. The Investment policy would be reviewed and adapted. Work on the 2015 budget would begin in 2015.

4th Member on the EMOPPC

There was much discussion on how to fill this position.

13-202 It was moved by D. Dow, seconded by L. Parker that this position remain open until someone comes forward that is interested in this committee. **CARRIED.**

Transportation Committee Report

S. Choptiany gave a brief outline of the report that was circulated.

Tenders

None

Commission Reports

Executive Directors Report

Executive Director gave a brief report on his report that was circulated to each member. He noted that the CRA has come through allowing the service commissions to be rated as municipalities. He also noted that the new website is up with more work in progress.

Report on Recreational Funding/Fit within RSC Mandates

F. Carroll asked that members take the report on the Role of the RSC in the Funding of Recreational Facilities under advisement and will be referred to the next meeting. Having Grant Sinclair give a brief presentation to the board on this topic.

Resolutions

None

Consideration of Bylaws

None

Items for In-Camera Discussion

D. Weare has 3 items for this session and D. Dow had 1 item for this session.

Time and Location of Next Board Meeting

Much discussion revolved around taking the month of July off.

13-203 It was moved by D. Dow, seconded by T. James that there would be no meeting in the month of July. **DEFEATED. With W. Gamblin, S. Choptiany, C. Brown, F. McCallum, V. Faulkner, L. Parker and D. Weare voting Nay.**

The next board meeting will be announced once a place has been determined.

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 Chair, F. Carroll asked for a motion for the regular meeting to be adjourned at 9:04 pm.

13-204 It as moved by D. Dow that the meeting be adjourned.

Minutes Approved by;