

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

**December 2, 2014
Hemlock Knoll Conference Room
Lawrence Station, NB**

IN ATTENDANCE:

BOARD MEMBERS

Frank Carroll, Mayor of McAdam, 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
Larry Parker, LSD Representative
Daniel Dow, LSD Representative
Stan Choptiany, Mayor of St. Andrews
Frank McCallum, LSD Representative
Vern Faulkner, LSD Representative

OTHERS

Frank Tenhave, Executive Director SNBSC
Tammi McCrum, Coordinator, SNBSC
Mark Porter, CA, SNBSC

PUBLIC:

Three person were in attendance from the public

Call to Order

The meeting of the Southwest New Brunswick Service Commission was called to order at 6:07 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 forward

Approval of Agenda

Chair, F. Carroll asked that under New Business, 3 (a) communications be added.

13-247 It was moved by F. McCallum, seconded by S. Choptiany that the agenda be accepted with the addition. **CARRIED.**

Approval of the Minutes of the October 23, 2014 Meeting

13-248 It was moved F. McCallum, seconded by C. Brown that the October 23, 2014 minutes be accepted as circulated. **CARRIED.**

BUSINESS ARISING FROM PREVIOUS MEETING

PRAC voting Issue Research and Report

Chair, F. Carroll asked the Executive Director to give the board a brief overview of the report circulated in each member file. After much discussion with still some questions not being answered it was decided that D. Dow would forward a list of questions to V. Faulkner, chair of the PRAC committee to contact Department of Local Government for clarity.

Executive Committee Training Policy Recommendation

Chair, F. Carroll discussed the proposed member and Alternates Training Policy. After reviewing and discussions each bullet of this policy with the board, there was some questions to be answered. These changes will be made and be brought back to the board at the next regular meeting, for a motion.

NEW BUSINESS

Major Insurance Cost Increase for Firefighter Issue

T. James gave the board a brief oral report on the issue of increase rate of insurance for each fire fighter. Worksafe NB is increasing the rate by 55%. This would impact all budgets significantly.

13-249 It was moved by T. James, seconded by W. Gamblin that the SNSBC board write a letter to Worksafe NB, with copies going to the Department Local Government and Post-Secondary Education asking for justification of this increase. **CARRIED. Voting NAY was F. McCallum, P. Dodd, C. Brown and D. Dow.**

Communications

Chair, F. Carroll informed the board that a letter had been sent to Premier Gallant on behalf of the board regarding the lack of cell coverage and communication issues in certain areas of our region.

COMMISSION REPORTS

Executive Committee Report

F. Carroll gave a brief report on the report that was circulated in each member file folder.

HR Committee Report

V. Faulkner, Chair of this committee gave a brief oral report on this committee, as it had its third meeting just prior to this board meeting. He notified the board that at the January meeting there would be three motions coming forward. The first motion to ratify the Human Resources Policy and Procedure Manual, the second motion would be the Executive Directors job description and the third motion would be that termination of the Executive Director would need 2/3 vote of 2/3 population.

EMO PPC Report

Chair C. Brown gave a brief report on the committee report that was circulated in each member file folder.

Finance and Audit Committee Report

W. Gamblin gave a brief summary of the report that was circulated in each member file folder.

13-250 It was moved by W. Gamblin, seconded by D. Weare that staff pursue other opportunities to increase waste volume from the US and/or Canada. **CARRIED.**

13-251 It was moved by W. Gamblin, seconded by P. Dodd to change the wording of Appendix 4 of the Procedural Bylaws such that after "10/month/committee" the following wording is added to state "ONLY IF the committee meets that month". **CARRIED.**

13-252 It was moved by D. Dow, seconded by W. Gamblin that motion 13-251 be amended to read "ONLY IF the committee meets and the member attends the meeting". **CARRIED**

13-253 It was moved by W. Gamblin, seconded by F. McCallum to transfer \$400,000.00 from the Solid Waste Operation Fund to the Solid Waste Capital Reserve Fund. **CARRIED.**

Transportation Committee Report

S. Choptiany gave a brief summary on the report that was in each member file folder. He explained that this committee was not looking for this board to fund the operation of this committee but to grant funding for research project.

Executive Directors Report

Executive Director gave a brief summary of his report that was circulated to each member. Topics of his report were the RFP of Legal Council and the need to clear land for the next phase of cells.

13-254 It was moved by T. James, seconded by P. Dodd that J. Andre Daigle be named as the official legal counsel for the SNBSC board. **CARRIED. Voting NAY was D. Weare and D. Dow.**

13-255 It was moved by D. Dow, seconded by L. Parker that staff proceed with the land clearing of the next phase of cells. This would involve getting three prices and using their best judgement in choosing a contractor. **CARRIED.**

Monthly Financial Statements Summary

The monthly statements were circulated in each members file. Financial Officer Mark Porter gave a brief summary of these statements.

Items for In-Camera Discussion

There would be one in-camera session regarding a potential legal issue.

Time and Location of Next Board Meeting

The next meeting will be held on December 11, 2014 at the Oak Bay Community Hall in Oak Bay, NB at 6:00 p.m.

Questions and Answers from the general public

No questions from the public.

Adjournment of the regular board meeting

The Chair, F. Carroll asked for a motion for the regular meeting to be adjourned at 8:40 p.m..

13-256 It as moved by D. Weare that the meeting be adjourned.

Minutes Approved by;