

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

**March 26, 2015**  
**Oak Bay Community Hall**  
**Oak Bay, N.B.**

**IN ATTENDANCE:**

**BOARD MEMBERS**

Frank Carroll, Mayor of McAdam, Chairperson  
Garry Christie, LSD Representative, Vice - Chair  
Darrell Weare, LSD Representative,  
Carla Brown, LSD Representative  
Winston Gamblin, Mayor of Harvey  
Terry James, Mayor of Black's Harbour  
Daniel Dow, LSD Representative  
Dennis Blair, LSD Representative  
Sharon Tucker, Mayor of St. George  
Annette Townes, LSD Representative  
David Szemerda, LSD Representative  
James Tubbs, LSD Representative  
Stan Choptiany, Mayor of St. Andrews  
Joyce Wright, LSD Representative  
John Quartermain, Mayor of St. Stephen

**OTHERS**

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

**PUBLIC:**

Three people were in attendance from the public.

**Call to Order**

The meeting of the Southwest New Brunswick Service Commission was called to order at 7:13 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**

F. Carroll suggested that the first item, Review of 3 SNBSC Priority Items Documents would be moved to in camera session. There was a question from a representative of the press as to the appropriateness of such a change.

**15-29** it was moved by D. Dow, seconded by D. Szemerda that the agenda be accepted as circulated. **CARRIED**

## **Approval of the Minutes of the February 26, 2015 Meeting**

**15-30** It was moved by G. Christie, seconded by D. Szemerda that the February 26, 2015 minutes be accepted as circulated. **CARRIED. D. Weare voting Nay**

## **BUSINESS ARISING FROM PREVIOUS MEETING**

### **Results of research into Parliamentary Issue**

Executive Director Frank Tenhave gave a brief overview of the research he did into this issue. All his findings were in each member's file folder. After some discussion, the consensus of the board members was to move on as the selection was done by the Board by an appropriate process i.e. S. Choptiany would be the Parliamentarian and he would have all the rights and privileges of any Board member.

## **NEW BUSINESS**

### **Postponement of Financial training until April 23<sup>rd</sup> (after AGM)**

**15-31** It was moved by J. Tubbs, seconded by T. James that the financial training session be held after the AGM on April 23<sup>rd</sup>. **CARRIED.**

### **Possible Letter to NEB re; Proposed Canada East Pipeline project**

Executive Director, Frank Tenhave gave a brief oral report on what the proposed Canada East Pipeline could mean for the commission's region, i.e. there could be business benefits and spin-offs that would be a financial benefit. The consensus of the board was that it would not take a position pro or con on this project, but we could to let them know what this commission and the region has to offer as a potential supplier if the pipeline went forward, including the landfill site available for acid rock disposal if needed.

**15-32** It was moved by A. Townes, seconded by T. James that a draft letter be written to the Proposed Canada East Pipeline. This letter would be brought back to the board at the next meeting, for their approval. **CARRIED.**

## **COMMISSION REPORTS**

### **Planning Management Committee Report**

D. Szemerda gave a brief outline of the report that was handed out at this meeting. The PMC held a meeting just before the Board meeting in order to bring forward a recommendation.

Much discussion was on moving the Planning office to larger quarters. Current facilities are not adequate and if this commission wants planning to fulfil its mandate in providing both inspection and planning services, it needs the additional room.

**15-33** It was moved by D. Szemerda, seconded by J. Quartermain to move from the current office space, to a larger space in the same building where there would be no leasing agreement as it would be on a month to month rent basis. **CARRIED. Voting Nay were D. Dow and D. Weare.**

### **Finance and Audit Committee Report**

D. Dow indicated that the committee's report that was circulated was an error and the previous month's was in each board member's file folder unfortunately.

**15-34** It was moved by D. Dow, seconded by D. Blair that the Board accept the current Investment Policy inherited from the predecessor Board of Directors for the landfill (South West Solid Waste Commission) and that it continue to be administered by the Royal Bank for three more years. At the end of that time, both the content of the Investment Policy would be reviewed and the Administration of it by the Royal Bank would be reviewed again and possibly opened to consideration of other potential providers besides the Royal Bank. **CARRIED.**

### **Executive Committee Report**

G. Christie gave a brief outline of the report that was in each board member's file folder.

### **Executive Directors Report**

Executive Director gave a brief summary of his report that was circulated to each member.

### **Monthly Financial Statements Summary**

Financial Officer Mark Porter gave a brief report, of the February Financial statements. Some questions were asked regarding the format of the financial information provided to the Board. After much discussion, this item was referred to the Finance and Audit Committee which will review the appropriateness of the report and bring back a recommended format to the Board.

T. James raised the issue of reviewing the details of the legal costs since the commission started about 2 years ago. This was discussed at length and the Board consensus was that the ED would bring back a report on this cost item to the next Board meeting.

### **Review of 3 SNBSC Priority Items Documents**

The chair acknowledged that the point made about this item being discussed in open session was appropriate and we would proceed on that basis. After outlining the process for creating these documents, he went on to acknowledge the work of the 3 subcommittees/ ad hoc committees that worked on them.

The first priority report for this board was Rural Communications (D. Szemerda, W. Gamblin, S. Smart, D. Green, and F. Tenhave). D. Szemerda provided a brief review of the document. There was much discussion about the recommendations and the appropriateness of the request for decision making power re; the region's portion of the new \$900 million Infrastructure Program. The consensus was that the recommendations be revised to reflect an advisory input into the decision making process. D. Szemerda agreed, with assistance from others, to adjust the document.

The second priority was Economic Development. (F. Carroll, W. Greenlaw, D. Weare, and F. Tenhave). F. Tenhave gave a brief summary of the document. He recommended a power point presentation on this subject and felt it would be more effective and there was no objection to that recommended approach. Consensus was that the document was fine as is.

The third priority was Governance (S. Tucker, T. James, J Tubbs, and D. Blair). S. Tucker gave a brief outline of the report. It was emphasized that these changes would have to be implemented through Legislation by the Province.

The revised documents will be brought back to the Board table on the 23<sup>rd</sup>

The location of the meeting with the Minister on the 27<sup>th</sup> was discussed and in the end the Board decided to hold it at the Garcelon Civic Center if it was available. Staff would follow up on that space.

The chair emphasized that there needed to be Board's full cooperation in sticking with points and content as approved at this meeting i.e. presenting the collective views of this Board.

### **Items for In-Camera Discussion**

There will be one in-camera item regarding a potential legal issue.

### **Time and Location of Next Board Meeting**

The next regular meeting will be held at 6:00 p.m., right after the AGM which will be held on April 23, 2015 @ 4:00 p.m. in St. George at Magaguadavic Place.

### **Questions and Answers from the general public**

A few questions were asked from the public and the media in attendance.

### **Adjournment of the regular board meeting**

The Chair, F. Carroll asked for a motion for the regular meeting to be adjourned at 9:20 p.m.

**15-35** It as moved by G. Christie that the meeting be adjourned.

Minutes Approved by;