

SOUTHWEST NEW BRUNSWICK SERVICE COMMISSION

BOARD MEETING

7:00 P.M., Thursday, October 27, 2016

Administration Building,

Hemlock Knoll, Lawrence Station, NB

MINUTES

IN ATTENDANCE:

BOARD MEMBERS

Joyce Wright, LSD Dennis Weston
Garry Christie, LSD St. Patrick
Terry James, Village of Blacks Harbour
Ken Stannix, Mayor of McAdam
Winston Gamblin, Mayor of Harvey
Carla Brown, LSD St. David
Annette Townes, LSD St. James
Doug Naish, Mayor of St. Andrews
Allan MacEachern, Town of St. Stephen
Wade Greenlaw, LSD Dufferin
James Tubbs, LSD Dumbarton
Crystal Cook, Town of St. George
Dennis Blair, LSD McAdam / St. Croix
Heather Hatt, LSD Fundy Bay
David Szemerda, LSD Pennfield

STAFF

Frank Tenhave, Executive Director, SNBSC
Claudette MacLean, Secretary to the Board, SNBSC
Mark Porter, Financial Officer, SNBSC
Ellen Mansfield, Safety and PR Coordinator, SNBSC

MEMBERS OF THE PUBLIC

Doug Rowlands, LSD Lepreau
Darren McCabe, Local Service Manager, Department of Environment and Local Government
One member of the public was in attendance.

Call to Order

The Chairperson, Joyce Wright, called the meeting to order at approx. 7:00 p.m.

She indicated that there were 15 Board members present at the table and thus quorum was declared. A check of the conference calling system showed that there were no members in attendance via Conference Call.

Conflict of Interest

The Chairperson asked all members at the table to declare any conflicts of interest that they may be in. No conflicts were declared.

Approval of Agenda

The chair reminded all present that this was the first test of a paperless Board meeting and thus the use of the screen and LSD projector to display the Board meeting documents. She proceeded to ask for a motion to approve the agenda for the meeting that had been previously circulated by email and was now projected on the screen.

16-49 It was moved by T. James, seconded by W. Gamblin that the agenda be accepted as circulated. CARRIED.

Adoption of Minutes

The chair then referred to the minutes of the last Board meeting that were e-mailed out prior to the meeting, and were now being projected on the screen. She indicated that all had the opportunity to review them and thus she was looking for a motion to approve.

16-50 It was moved by G. Christie, seconded by W. Greenlaw that the minutes of the September 22nd, 2016 Regular Board meeting be approved as circulated. CARRIED.

Business Arising from the Previous Meetings

Motion Regarding the CPC Committee Structure

The chair brought forward the next agenda item and indicated that at the previous Board meeting Garry Christie had given the Board "Notice of Motion" on behalf of the CPC regarding a change to our bylaws that this committee was seeking. She then called on Garry Christie to proceed with his motion. Garry then made the following motion and then answered questions regarding it;

16-51 It was moved by G. Christie, seconded by J. Tubbs that the wording in our Procedural Bylaws of Section 3.4.2 : Election of Chair/Vice-chair, be changed from “The chair and vice chair of the CPC must be members of the SNBSC Board” to “Either the chair or the vice-chair of the CPC must be a member of the SNBSC Board.” CARRIED.

New Business

Confirmation of PRAC per diem as Previously Agreed to

The chair then referred all to the next agenda item. She went on to explain why it was on the agenda. In summary the Board had previously approved the provision of a \$75 per meeting to all PRAC members, as this commission was the only one that did not provide a per diem to PRAC members at this point. In approving this, which is now part of our 2016 and draft 2017 budget, she indicated that this had been done by an informal consensus rather than by a formal motion of the Board. She explained that for the sake of full transparency it would be best if the Board passed a formal motion approving this per diem. She then called for such a motion from the Board.

16-52 It was moved by A. Townes, seconded by H. Hatt that the \$ 75.00 per diem allotted to the PRAC members in attendance of PRAC meetings be formalized as per the 2016 Budget. CARRIED (unanimously).

Consideration of SNBSC Support for the Jim Diers Event

The chair then referenced the next agenda it and indicated that, as per the email distributed and now projected on the screen, the Commission had been asked to consider its possible support for an upcoming event on November 21st, 2016. She explained that this was a workshop and formal dinner with a community organizer and motivational speaker Jim Diers. This event and request was being carried out by Vibrant Communities Charlotte County. She summarized the ways the commission could support the event. With that she asked for a motion which was followed by a full discussion of this event with several speakers voicing varying views of this event.

16-53 It was moved by T. James, seconded by D. Szemerda that the Commission pay the \$ 20 per person charge for any members and staff to attend the Jim Diers workshop, only, on Nov. 21st. CARRIED.

Creation of an Ad Hoc Committee to Review the Recycling Question

The chair then referred to the next agenda item and asked Dave Szemerda to speak it. He then referred to the discussions at the recent Strategic Planning session that the Board held. During that meeting there was a lengthy discussion of the recycling situation here at this commission. He explained that this was a complex issue and not one that could be resolved by means of the normal procedures at the Board table. Given that he saw a need for an Ad Hoc committee to thoroughly examine this issue and to bring recommendations back to the Board. With that he made his motion which was then discussed by the Board.

16-54 It was moved by D. Szemerda, seconded by W. Gamblin that an Ad Hoc Committee be formed to investigate and make recommendations regarding our recycling program no later than August 1, 2017. CARRIED.

The Chairperson then asked for volunteers to for this Committee. The following members stepped forward:

Dave Szemerda	Dennis Blair
Wade Greenlaw	Annette Townes
Winston Gamblin	Ken Stannix

As per discussions by the Board, Dan Harrington and Frank Tenhave would be ex-officio members of this committee.

Committee and Staff Reports

EMO PPC Report

The chair then referred all present to the next agenda item and the information now projected onto the screen which was the EMO Planning Partnership Committee Report. She then asked Carla Brown, chair of this committee, to give her report.

In summary she updated everyone on the meetings with NBPower regarding their tree trimming program and the information gathered from them. Everyone was encouraged to call in when there are power outages as the number of calls affects the response time by NBPower.

The other item she outlined was the development of a generic emergency preparedness pamphlet. She indicated that the committee was working quickly on it and planned to have it out to the public before the end of the year.

Regular Financial Report

The chair then called on our Financial Officer, Mark Porter, to give his shortened report. Mark referred all to the documents that all had previously received as well as the information projected on the screen. In summary, he said our financials are basically the same as they have

been for the reports of the past couple of months. He highlighted that US waste was still up and in what we are getting from Valley. He indicated that if things continue as they are it was likely that we will be transferring some funds back to reserves at the next Board meeting.

Executive Directors Report

The chair referred everyone to the final report on the agenda and asked F. Tenhave to proceed. He moved quickly thru his report indicating that there was not a lot new. He commented on the solid waste tonnage, the planning activities to date, the software under development that may be of value down the road and a couple of other items of note.

Report on Collaborative Activity:

Nothing to report on at this time.

Date, Time and Location of Next Board Meeting:

The chair reiterated the schedule in place and Board again agreed that the next meeting of the Southwest New Brunswick Service Commission will be;

Thursday, November 24th, 2016 at 6:00 at the Administration Building, SNBSC Solid Waste Division, Hemlock Knoll, Lawrence Station, NB.

There was a brief discussion of the two presentations scheduled for this meeting; the Rabies Presentation and the RBC Update on the Closure Fund investments.

Question & Answer Period with Public in Attendance

No questions from the public.

Adjournment

It was moved by T. James that the meeting adjourn (at approx. 7:48 p.m.)

