

THE SOUTHWEST NEW BRUNSWICK SERVICE COMMISSION

ANNUAL GENERAL MEETING

6:00 P.M., Thursday, April 27rd, 2017

Royal Canadian Legion, St. Stephen, N.B.

MINUTES

Call to Order and Welcome

Board Chair Joyce Wright called the meeting to order at approximately 6:20 PM due to the late completion of the regular Board meeting. She opened the meeting by welcoming everyone to the AGM. She noted that there was 13 Board members participating at the table. Upon checking she indicated that no members were participating via conference call.

Introduction of Guest Speakers

The Chair than turn the floor over to Allen MacEachern, Mayor of St. Stephen. He introduced Rob Kelly, from the Department of Environment and Local Government, and Laurie Parris the Executive Director of the Multicultural Society of Charlotte County, and provided a brief overview of the careers to this point.

Presentation; the New Atlantic Immigration Initiative

Rob Kelly gave a brief overview of immigration in New Brunswick. He discussed the strategic importance and need for success in this area because of the demographics of the province. He explained how the program works and why the province's future economy depends on immigrants to play a key role in filling jobs, starting (or buying) businesses, and so on. He gave an overview of the different types of ways they help bring immigrants come to New Brunswick. Keeping immigrants is a critical challenge once they get here so that they feel welcome, part

of the community, and are thus encouraged to stay. With that he turned the floor over to Laurie.

Laurie Parris, spoke about the need for the region to be more welcoming to immigrants if we are to keep them and grow the population. Being a rural region only adds to that challenge. As one means to help with this, she would like to develop a regional committee made up in large part by elected municipal representatives. The idea is that this group would provide leadership to the existing population here and encourage it to help support newcomers to our region. She asked the leaders present to consider joining this effort and to take the request back to their respective councils and ask them to consider this as well.

After the presentations there was a lively Question and Answer session with a number of ideas put forward about simple ways that immigrants could be supported ranging from church engagement/participation to multicultural events.

The Chair thanked the presenters for their informative presentations and then moved back to the agenda

Approval of Minutes of the Last AGM

The Chair then referred all to the minutes of the last AGM which were previously circulated and found within Board members' folders. She asked for a motion to approve the minutes of the last AGM.

It was moved by G. Christie, seconded by A. Townes, that the minutes of the last AGM be approved as circulated. CARRIED

Chairperson's Remarks

The Chair referred all to the joint message of the Chair and the Executive Director found within the Annual Report. Hard copies of the Annual Report had been circulated to all in the room just before the AGM started. She proceeded to highlight some of the key points made in that joint message. She touched on a number of accomplishments of the Board over the past year ranging from updating

the Procedural bylaws through to an EMO flyer that was distributed to the population within our region. She did emphasis that the Board was now more focused on the mandated services that it was assigned by the province. She also gave special thanks to the committees, and in particular the non-Board members of committees, and stressed that the Board could not accomplish much without the good work of its many committees.

2016 Financial Statements and Audit Report

The Chair then referred all to the next agenda item and asked the commission's Financial Officer , Mark Porter, to report on the 2016 financial statements and auditor' s report.

He proceeded to refer all to the financial section of the Annual Report which all had a hard copy of. He indicated that the commission had received a favorable Audit Report as found in the Annual Report and the Board should be happy with that result. He highlighted the key financial results and position of the commission in fiscal 2016, including budgeted amounts verses the actuals, and any noteworthy changes from the previous year. Where appropriate he provided explanations for items that were noteworthy to the Board and audience.

With the report of the Financial Officer completed, the Chair then turned the floor over to the chair of the Finance and Audit Committee, Winston Gamblin.

The Finance and Audit Chair proceeded to make a motion to accept the audited financial statements as presented;

It was moved by W. Gamblin, seconded by D. Blair, that the board accept the 2016 Audit Report and financial statements as presented. CARRIED

Selection of Auditors for 2017

The Board chair then asked the Chair of the Finance and Audit Committee to address the next agenda item which was concerning next year's audit and auditor. W. Gamblin explained that the current auditor had just completed the third year of

a three year contract and the committee was very satisfied with his work. As such the Board was now obligated to go through the process of selecting an auditor in time for the 2017 audit;

On behalf of the Finance and Audit Committee, W. Gamblin moved, seconded by A. MacEachern that the board direct staff to carry out the selection of the 2017 auditor by means of an RFP process similar to what was used 3 years ago. CARRIED

Election of Board Officers

Upon reaching this agenda item, the current Board Chair turned the floor over to Executive Director, Frank Tenhave, to carry out the election of the Board's Executive Officers process.

He did so in three steps;

1) He called for nominations for the position of Board Chair;

W. Gamblin, nominated Joyce Wright for Chairperson. Frank Tenhave asked for nomination three more times. With no other nominations coming forward, Joyce Wright declared Chair for the next year.

2) He called for nominations for the position of Vice-Chair;

C. Brown, nominated Garry Christie for Vice-Chair. Frank Tenhave asked for nomination 3 more times. With no other nominations coming forward, Garry Christie was declared Vice-Chair for the next year.

3) He called for nominations for nominations for the position of Executive Officer at Large.

He went on to note that note that Terry James had verbally announced at the last Executive Committee meeting that she would like her name to be placed in nomination for this position despite her being away on the date of the AGM thus not able to attend. Hearing no concerns from the Board about this, Terry James was thus nominated by T. James for this position. Frank Tenhave asked for nominations

3 more times. With no other nominations coming forward, Terry James was proclaimed Executive Officer at Large for the next year.

With the election completed, he returned the floor to the “new” Chair.

Questions from the Public

Chair Joyce Wright then opened the floor to questions from the public present. No questions was brought forward.

Closing Remarks and Adjournment

Hearing no questions from the floor, the Chair indicated that this concluded the agenda of this AGM.

She asked for a motion to adjourn and K. Stannix so moved.