

**Southwest New Brunswick Service Commission – Board of Directors Meeting
Minutes of September 24th, 2020**

Present at Hemlock Knoll:

Jim Tubbs – LSD	Winston Gamblin – Harvey
Dennis Blair - LSD	Alex Henderson – Director of Planning
Annette Townes - LSD	Claudette MacLean – Corporate Analyst

Present via Zoom:

Heather Hatt – LSD	Terry James - Blacks Harbour	Doug Naish – St. Andrews
Joyce Wright – LSD	Ken Stannix – McAdam	Dick Isabelle - Campobello
Carla Brown – LSD	Sam Walsh – LSD	Allan MacEachern - St. Stephen
Wayne McQuarrie – LSD	Faith Avery – St. George	Xander Gopen – SNBSC Planning Dept.

Regrets:

Wade Greenlaw – LSD	Wayne Sturgeon – Grand Manan
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Guests:

Luke Cain – Cain Insurance Services	Ed Arsenault – McAdam	Jason Gaudet – St. George
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Call to order

Chair, J. Wright called the meeting to order at 6:00 pm. The meeting was held via Zoom Videoconference with four Board Members, the Planning Director and the Secretary to the Board attending via Zoom, from the Conference Room at Hemlock Knoll.

Declaration of Quorum, Acknowledgement of Visitors

Live streamed via You Tube.

Conflict of Interest Declarations

There were no conflicts of interest declared.

Adoption of Agenda

20-59 It was moved by W. Gamblin and seconded by F. Avery that the agenda be accepted as presented.

MOTION CARRIED UNANIMOUSLY

Adoption of Minutes

20-60 It was moved by W. Gamblin seconded by K. Stannix that the minutes of the August 27th, 2020 meeting be accepted as presented.

MOTION CARRIED UNANIMOUSLY

Presentation on Municipal Insurance

Luke Cain of Cain Insurance Services gave a presentation, at the request of the RCO, regarding banning together as a group in an attempt to reduce premiums and improve on terms and conditions. He will follow up with notes to be distributed to the Board.

Business Arising from Previous Meetings

Regional Housing Strategy Presentation

Xander Gopen from SNBSC's Planning Department gave a power point presentation on the regional housing strategy. This is part of the regional planning mandate and would be fulfilled by existing staff.

Climate Change Adaptation Implementation Update

Alex Henderson gave an update on the progress on the implementation noting there has been a bit of a glitch with the ETF funding and is working on a revision to be approved by the Province. More information to follow at the next meeting.

New Business

2021 Draft Budget – Questions Arising

There were no questions.

Committee & Staff Reports

Executive Directors Report

Alex Henderson presented the report which was included in the Board Packages sent via email. He noted a housekeeping issue regarding a motion for the Department of Tourism, Heritage and Culture regarding the 2021 funding for the Recreation Implementation Manager's position.

20-61 It was moved by K. Stannix and seconded by A. MacEachern that the Commission will fund their portion of the salary for the Recreation Implementation Manager for the 2021 fiscal year.

MOTION CARRIED UNANIMOUSLY

Strategic Plan Update

Alex Henderson gave the SNBSC Strategic Plan Update – September 2020 which was included in the Board Packages sent via email.

Regional & Collaborative Oversight Committee Report

T. James presented her report which was included in the Board Packages distributed by email.

Bylaw Committee Report

J. Tubbs presented his report which was included in the Board Packages distributed by email.

Technical Advisory Committee Report

W. Gamblin presented his report which was included in the Board Packages distributed by email.

Finance & Audit Committee Report

W. Gamblin presented his report which was included in the Board Packages distributed by email.

Financial Report

W. Gamblin presented his report which was included in the Board Packages distributed by email.

Date & Time of next Board Meeting

The next meeting of the Board be Thursday, October 22th, 2020 @ 6:00 pm.

Question & Answer Period

Dennis Blair informed of a program he watched on CBC Marketplace regarding where recycling products are going in the country. He asked for a report from the Waste Reduction Coordinator for clarification.

Adjournment

20-62 It was moved by D. Blair that the board meeting be adjourned at 8:00 pm.

Action Points

- * Send out follow up notes from Luke Cain, Cain Insurance**
- * Send out copy of Regional Housing Strategy Plan**
- * Send out copy of SNBSC Strategic Plan with an indication of where the ED is in the plan**
- * Update on status of the Community Policing Committee**
- * Send out copy of True Energy handout from the TAC meeting**
- * Link to CBC Marketplace episode: https://www.cbc.ca/marketplace/m_episodes/2019-2020/tracking-your-trash-where-does-your-recycling-really-end-up**
- * Report where SNBSC recycling materials are going**

Minutes recorded via video recording, You Tube and handwritten by Claudette MacLean, Staff.

Joyce Wright, Chair SNBSC

Alex Henderson, Planning Director SNBSC