



**Fundy Regional
Service Commission**

**Commission de Services
Régionaux de Fundy**

**Annual General Meeting
May 30, 2017**

Minutes of the Annual General Meeting of the Board of Directors of Fundy Regional Service Commission held on Tuesday, May 30, 2017, at 10 Crane Mountain, Saint John.

1. Call to Order

The Board Chairperson, Gary Clark, called the regular board meeting to order at 10:56 a.m.

2. Record of Attendance

Gary Clark, Chairperson, Mayor, Quispamsis
Glen Baxter, Vice Chairperson, Local Service District Representative
Bette Ann Chatterton, Mayor, St. Martins
Don Darling, Mayor, Saint John
Grace Losier, Mayor, Grand Bay-Westfield (phone)
Nancy Grant, Mayor, Rothesay
Brenda Rathburn, Local Service District Representative
David Rogers, Local Service District Representative
Sandra Speight, Local Service District Representative

OTHERS

Marc MacLeod, Executive Director
Amanda Henderson, Operations Administrator, Recording Secretary
Terry Keating, Dept. of Environment & Local Gov't
Brian Shannon, Fundy Regional Service Commission
Roger Melanson, Minister of Finance & Transportation and Infrastructure
Lisa Lepage, Regional Director, Opportunities NB
Nora Lacey, Vice President, Government Relations and Communications
Public

3. Approval of Order of Business

The Chairperson asked to have item 10 moved to item 5 on the agenda as salary adjustments which arose from the committee of the whole will be moved to item 10. Item 10 which is the ONB presentation will be moved to item 5.

Motion: To approve the May 30, 2017 agenda with the switch of item 5 with item 10.

Moved: Director Grant
Seconded: Director Chatterton
Vote: Motion Carried

Motion: To add item 10; Human Resources wage adjustment to the agenda from In-Camera.

Moved: Director Losier
Seconded: Director Baxter
Vote: Motion Carried

4. Disclosure of Conflict of Interest

None

5. ONB Presentation - Minister Melanson

Minister Roger Melanson discussed the opportunity of partnering with ONB. They would like that we sign a memorandum of understanding by the end of June. Minister Melanson is looking to open a competition to hire someone (liaison) for a three-year term.

Motion: To table the item to discuss the ONB presentation further.

Moved: Director Losier
Seconded: Director Speight
Vote: Motion Carried

6. Approval of minutes

Motion: To approve the regular monthly minutes with the correction of items 12 and 9.

Moved: Director Chatterton
Seconded: Director Grant
Vote: Motion Carried

7. 2016 Annual Report

Motion: To receive and file.

Moved: Director Darling
Seconded: Director Baxter
Vote: Motion Carried

8. Election of Board Officers

Because the election procedures are not specifically outlined in the bylaws Executive Director MacLeod presented procedures for the election process as per Robert's Rule of Order. Chair Clark continued to preside over the proceedings. Chair Clark called for nominations for Chair from the floor three times. Gary Clark was the only nominee.

Motion: To acclaim Mayor Gary Clark as Chair.

Moved: Director Losier
Seconded: Director Rathburn
Vote: Motion Carried

Chair Clark called for nominations for Vice Chair from the floor three times. Glen Baxter was the only nominee.

Motion: To acclaim Glen Baxter as Vice Chair.

Moved: Director Losier
Seconded: Director Speight
Vote: Motion Carried

9. Appointment of Auditors

Executive Director MacLeod outlined that Teed Saunders & Doyle were reviewed in 2016 and is recommended for reappointment as Auditors.

Motion: To move the appointment Teed Saunders & Doyle as Auditors for fiscal year 2017.

Moved: Director Darling
Seconded: Director Speight
Vote: Motion Carried

10. Human Resources - Salary Adjustments

The business arising from the In-Camera session.

10a

Motion: To approve an annual increase amount of 2.7% for April 2017 as per the employment contract for Marc MacLeod, Executive Director.

Moved: Director Speight
Seconded: Director Rogers
Vote: Motion Carried

10b

Motion: To approve a 4% to 6% salary increase reflecting a new role for Brenda McCallum, Public Relations and Program Development Officer.

Moved: Director Chatterton
Seconded: Director Speight
Vote: Motion Carried

11. Building and Planning Report

Motion: To receive and file the building and planning report as presented by Brian Shannon.

Moved: Director Darling
Seconded: Director Rathburn

Vote: Motion Carried

12. Motion to Adjourn

Chairperson Clark called for a motion to adjourn.

Motion: To adjourn the meeting at 11:46 am.

Moved: Director Grant
Seconded: Director Speight
Vote: Motion Carried

APPROVED (date) July 26 2017



Gary Clark, Chairperson



Amanda Henderson, Recording Secretary