

**Annual General Meeting  
June 23, 2015**

Minutes of the meeting of the Board of Directors of Fundy Regional Service Commission held on Tuesday, June 23, 2015 at Place 400, 400 Main Street, Saint John.

**1. Call to Order**

The Board Chairperson, Murray Driscoll, called the meeting to order at 10:00 a.m.

**2. Record of Attendance**

**BOARD MEMBERS**

Murray Driscoll, Mayor, Quispamsis, Chairperson  
Joan Seeley, LSD Representative, Vice Chairperson  
Grace Losier, Mayor, Grand Bay-Westfield [absent]  
Bill Bishop, Mayor, Rothesay  
Bette Ann Chatterton, Mayor, St. Martins  
Mel Norton, Mayor, Saint John [absent]  
David Rogers, Local Service District Representative  
Glen Baxter, Local Service District Representative  
Sandra Speight, Local Service District Representative

**OTHERS**

Marc MacLeod, Executive Director  
Brian Shannon, Fundy Regional Service Commission  
Ian Macdonald, Department of Environment and Local Government  
Members of the Media

**3. Approval of Order of Business**

The Chairperson asked for approval of the agenda as presented.

Vice Chairperson Seeley asked to have the following item to the agenda. The Amalgamation/move of the FRSC office.

**Motion:** To approve the agenda June 23, 2015 with the addition of item 9 a. the amalgamation/moving of the FRSC office.

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

#### **4. Disclosure of Conflict of Interest**

None

#### **5.1 Approval of the Minutes**

**Motion:** To approve minutes of the Closed Sessions of May 26, 2015 as circulated.

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

#### **5.2 Approval of the Minutes**

**Motion:** To approve minutes of the AGM of May 26, 2015 with the correction to paragraph 4 under Election of Officers to read as follows:

Murray Driscoll commented before accepting the nomination he would like to advise that his plan is to go for small wins rather than large and will not consider items like the police matter but will be continue to work towards the PPP program and turning it into the EPR program which will be a win for all communities. With the Board being satisfied with that direction going forward Mr. Driscoll accepted the nomination.

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

#### **6. Building and Planning Report**

Building Inspector Brian Shannon gave an overview of the report for May. As well he advised that FRSC had entered into a reciprocal agreement with the Town of Grand Bay-Westfield to cover off vacation time of their Building Inspector at the agreed remuneration.

**Motion:** To receive and file the Building and Planning Report as presented.

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

## **7. Draft Financial Statements – 1<sup>st</sup> Quarter**

Executive Director MacLeod gave a brief overview of the March statements advising that we were in a surplus position overall at \$60,000. However, the landfill was in a deficit of approximately \$30,000. However at the end of May it was as well in a surplus position.

**Motion:** To receive and file the first quarter draft financial statements as presented.

Moved: Director Seeley  
Seconded: Director Speight

Vote: Motion Carried

## **8. By-Law Revision 7.4.1 – Signing Authority**

Executive Director MacLeod advised as per the Board's request to revise the signing authority by-law the revised version is as follows:

Instruments in writing requiring execution by the Commission shall be signed on behalf of the Commission by any two (2) of the Executive Director, Chairperson, Vice-Chairperson or past-Chairperson, and all instruments in writing so signed shall be binding upon the Commission without any further authorization or formality. The Board may from time to time, by resolution, appoint any director or directors on behalf of the Commission to sign instruments in writing; or a senior management employee to sign on behalf of the Executive Director in his or her absence.

**Motion:** To approve the revision of 7.4.1 – Signing Authority as presented.

Moved: Director Bishop  
Seconded: Director Seeley  
Vote: Motion Carried

## **9. Village of St. Martins – Rural Plan Review**

Chairperson Driscoll asked Director Chatterton to speak to the item. Director Chatterton advised that there had been discussion back in 2013 with the planner at that time. To review the current plan which is from 2006.

Executive Director MacLeod advised that under the act one of the roles of the Commission is planning and also as per the requirement of the Community Planning act he has contacted our contract planner, Gay Drescher to advise of the review.

Director Seeley asked if there will be parameters of time and scope of work provided to the planner. The Executive Director advised that this is provided in the Community Planning act of which they will follow.

### **9a. Amalgamation/Moving of FRSC Office**

Director Seeley commented that with the migration of the positions of Executive Director of the FRSC and General Manager of FRSW that it may be the time to look into moving the FRSC office to the landfill

**Motion:** To have the Executive Director investigate the options of amalgamation/moving the FRSC office and bring back to the Board for further discussion.

Moved: Director Seeley  
Seconded: Director Speight

Discussion: Director Bishop asked if there are any impediments to moving the office to the landfill. The Executive Director advised that previously there was an issue with regards to IT, however as the facility now has Fibre Op this is no longer the case.

Director Chatterton asked if any other locations have been considered or just the landfill.

Executive Director MacLeod advised that at this point with the office lease expiring at the end of the year and given that the space has been inadequate for a number of reasons the landfill has been the first option to be assessed and considering the role has been combined, it would suggest one office would be the logical first choice.

Vote: Motion Carried

### **10. Motion to Adjourn**

Chairperson Driscoll called for a motion to adjourn.

Director Bishop asked to have the July meeting time changed from the regular 10:00 am. Chairperson Driscoll suggested it be changed to either 8:00 am or 9:00 am. It was agreed to hold the July 28<sup>th</sup> meeting at 8:00 am.

**Motion:** The Chair called for a motion to adjourn at 10:30 am.

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

APPROVED (date) July 28, 2015

Murray Driscoll  
Murray Driscoll, Chairperson

Jeanne DeCourville  
Jeanne DeCourville, Recording Secretary