

**Regional Service Commission 11
Board of Directors Meeting - Virtual Zoom Meeting
Minutes of February 2, 2021**

In attendance:

Robert Powell, Mayor of Oromocto	Bev Forbes, Mayor of Millville	Ian Kitchen, Mayor of Nackawic
Mike Chamberlain, LSD Director	Susan Cassidy, Mayor of Hanwell	Eleanor Lindsay, LSD Director
John Bigger, Mayor of Fredericton Junction	Dale Mowry, Mayor of Tracy	Mike Blaney, Mayor of Gagetown
Judy Wilson-Shee, Mayor of New Maryland	Carson Atkinson, Mayor of Chipman	Erica Barnett, Mayor of Minto
Tom Nisbet, Acting Mayor of Cambridge-Narrows	David Duplessis, LSD Director	Peter Morrison, LSD Director
Mark Foreman, Mayor of Stanley	Chris Rinehart, LSD Director	

1. Call to order

Chair, Judy Wilson-Shee called the meeting to order at 6:30 pm.

2. Attendance

Attendance was taken.

3. Approval of Agenda

ON MOTION BY Carson Atkinson, seconded by Robert Powell, the Board approved the agenda of February 2, 2021. **MOTION CARRIED UNANIMOUSLY #21-01**

4. Conflict of Interest Disclosure

There were no conflicts of interest declared.

a. Review of Policy and Document details

The Conflict of Interest policy was reviewed. The Board Secretary will follow up with each Director to obtain an email acknowledgement of the annual Statement of Disclosure form.

5. Adoption of minutes

ON MOTION BY Robert Powell, seconded by Chris Rinehart, the Board approve the minutes of December 1, 2020. **MOTION CARRIED UNANIMOUSLY #21-02**

ON MOTION BY Robert Powell, seconded by Ian Kitchen, the Board approve the minutes of December 17, 2020. **MOTION CARRIED UNANIMOUSLY #21-03**

6. Committee Reports

a. Audit Committee Report

ON MOTION BY Dale Mowry, seconded by Chris Rinehart, the Board receive the report of the Audit Committee dated February 2, 2021. **MOTION CARRIED UNANIMOUSLY #21-04**

b. Governance Committee

The Governance Committee Report was included in the board package. Erica Barnett added that the RSC 11 by-law states that the election of Chair and Vice Chair take place by paper ballot. However, under the circumstances of the pandemic board members cannot vote by paper ballot so as a result we will need to develop a process for the board to vote remotely. The Governance Committee has directed staff to bring forward a resolution in the annual review

ON MOTION BY Erica Barnett, seconded by Robert Powell, the Board receive the report of the Governance Committee dated February 2, 2021. **MOTION CARRIED UNANIMOUSLY #21-05**

BE IT RESOLVED that the Board of Regional Service Commission 11 directs staff to update the RSC’s orientation handbook to reflect current practices and further that in the development of an orientation process for the incoming Board.

BE IT FURTHER RESOLVED that staff integrate an analysis of the expected reform Green Paper and the publication “Our Iceberg is Melting” in that orientation.

ON MOTION BY Erica Barnett, seconded by Carson Atkinson.

MOTION CARRIED UNANIMOUSLY #21-06

c. Oversight Committee

ON MOTION BY John Bigger, seconded by Mark Foreman, the Board receive the report of the Oversight Committee dated February 2, 2021.

MOTION CARRIED UNANIMOUSLY #21-07

ON MOTION BY John Bigger, seconded by Mike Blaney, the Board approve the attached Executive Director’s Strategic Objectives for 2021.

MOTION CARRIED UNANIMOUSLY #21-08

7. Tenders

The 4th quarter tender report for 2020 was included in the board package for information purposes only.

8. Annual/Departmental/Staff Reports

a. Staff Report – NB Solid Waste Strategy

Don Fitzgerald and Brett McCrea presented the report on the PNB Solid Waste Study which was included in the board package.

ON MOTION BY Robert Powell, seconded by Carson Atkinson, the Board requested the Board Chair send the draft letter included in the board package expressing concern directly to the Minister observing that our input during the process does not appear to be considered and summarizing this report.

MOTION CARRIED UNANIMOUSLY #21-09

b. Staff Report – MCBB Motion

Mari-Kaye Langton presented the report included in the board package.

BE IT RESOLVED that Regional Service Commission 11 submit to the Municipal Capital Borrowing Board an application for authorization to borrow money, in accordance with the 2021 budget, in an amount not to exceed \$50,000. **ON MOTION BY Carson Atkinson, seconded by Peter Morrison.**

MOTION CARRIED UNANIMOUSLY #21-10

9. Adjournment

ON MOTION BY Carson Atkinson, seconded by Robert Powell, the board meeting be adjourned at 7:30 pm.

MOTION CARRIED UNANIMOUSLY #21-11

Minutes recorded by Wendy Constable

Judy Wilson-Shee, Chair RSC 11

Don Fitzgerald, Executive Director, RSC 11