

**Regional Service Commission 11 – Board of Directors Meeting
Minutes of April 3, 2018 – Annual General Meeting
New Maryland Centre**

In attendance:

*Robert Powell, Mayor of Oromocto	Dale Mowry, Mayor of Tracy	Don Fitzgerald, RSC 11 Staff
Mike Chamberlain, LSD Member	Bev Forbes, Mayor of Millville	Mari-Kaye Langton, RSC 11
Donald Gould, Mayor of Minto	Debby Peck, LSD Member	Kelly Shaw, RSC 11 Staff
Judy Wilson-Shee, Mayor of New Maryland	Daryl Prince, LSD Member	Brett McCrea, RSC 11 Staff
Blair Cummings, Mayor of Cambridge-Narrows	Peter Morrison, LSD Member	Stephen McAlinden, RSC 11 Staff
Carson Atkinson, Mayor of Chipman	Scott Smith, LSD Member	Ivan Corbett, DELG
Mike Blaney, Mayor of Gagetown	Eleanor Lindsay, LSD Member	

**participated by telephone*

1. Call to Order

Don Fitzgerald, Executive Director, called the meeting to order at 6:30 pm

2. Attendance

Attendance was taken.

3. Election of Chair

Don Fitzgerald called for nominations and self nominations for the election of the Chair.

Judy Wilson-Shee was nominated by Eleanor Lindsay and seconded by Mike Chamberlain. Ms. Wilson-Shee accepted the nomination.

Peter Morrison nominated Scott Smith but Mr. Smith declined the nomination.

There being no other nominations Ms. Wilson-Shee was declared elected by acclamation.

4. Election of Vice-Chair

Judy Wilson-Shee asked for nominations for the position of Vice-Chair.

Eleanor Lindsay was nominated by Daryl Prince and seconded by Mike Chamberlain.

Mike Chamberlain was nominated by Dale Mowry and seconded by Scott Smith.

Debby Peck declined the nomination by Peter Morrison.

The board members voted by ballot and Mike Chamberlain is Vice-Chair.

Judy Wilson-Shee stated that the Chair and Vice-Chair will assign the board members to committees by the next meeting and she requested that the board members let her know preferences as soon as possible.

The committees are:

- Audit Committee
- Budget and Finance Committee
- Planning Management Committee
- Community Policing Committee
- Governance Committee
- Executive Director Oversight Committee

5. Approval of Agenda

ON MOTION BY Carson Atkinson, seconded by Mike Blaney, the Board approved the agenda of April 3, 2018.

MOTION CARRIED UNANIMOUSLY

6. Conflict of Interest Disclosure

There were no conflicts of interest declared.

7. Adoption of Minutes – March 6, 2018

ON MOTION BY Don Gould, seconded by Peter Morrison, the Board approve the minutes of March 6, 2018.

MOTION CARRIED UNANIMOUSLY

8. Committee/Staff Reports

a. Audit Committee

Dale Mowry presented the Audit Committee report.

ON MOTION BY Dale Mowry, seconded by Debby Peck, the Board receive the report of the Audit Committee dated April 3, 2018.

MOTION CARRIED UNANIMOUSLY

ON MOTION BY Don Gould, seconded by Bev Forbes, the Board receive and approve the December 31, 2017 draft financial statements of Regional Service Commission 11.

MOTION WITHDRAWN

b. Policing Committee

Peter Morrison presented the Community Policing Report.

ON MOTION BY Peter Morrison, seconded by Daryl Prince, the Board receive the report of the Community Policing Committee dated April 3, 2018.

MOTION CARRIED UNANIMOUSLY

Darren Lawrence, from MacMillan Lawrence and Lawrence, reviewed the draft 2017 audited financial statements.

ON MOTION BY Dale Mowry, seconded by Bev Forbes, the Board receive and approve the December 31, 2017 draft financial statements of Regional Service Commission 11.

MOTION CARRIED UNANIMOUSLY

c. Staff Reports – Annual Report

Don Fitzgerald presented the draft Annual Report included in the board package.

ON MOTION BY Don Gould, seconded by Peter Morrison, the Board recommends the adoption of the draft Annual Report as the Commission’s Annual Report and that it be distributed as described in Section 33 of the Regional Services Delivery Act subject to clarification of the building permit numbers.

MOTION CARRIED UNANIMOUSLY

d. Staff Report – Planning Director Appointment

Stephen McAlinden presented the staff report regarding the appointment of a Planning Director.

Resolution: Be it resolved that the Board of Directors of the Regional Service Commission 11 appoints Marcelle Thibodeau-Hennigar as the Planning Director for RSC 11 pursuant to subsection 24(2) of the Regional Service Delivery Act.

ON MOTION BY Scott Smith, seconded by Daryl Prince.

MOTION CARRIED UNANIMOUSLY

e. Staff Report – Auditor Appointment

Resolution: Be it resolved that the Board appoint the firm of MacMillan Lawrence and Lawrence as auditors for Regional Service Commission 11 for the fiscal year ending December 31, 2018.

ON MOTION BY Don Gould, seconded by Carson Atkinson.

MOTION CARRIED UNANIMOUSLY

f. Executive Director’s Report

Don Fitzgerald’s presented the Executive Directors report.

Kelly Shaw distributed a background document regarding regional policing that will be discussed at the May board meeting. Don Fitzgerald will be requesting feedback at that time.

9. By-Law Consideration

a. Governance Committee Report

Debby Peck presented the Governance Committee Report.

ON MOTION BY Debby Peck, seconded by Carson Atkinson, the Board receive the report of the Governance Committee dated April 3, 2018.

MOTION CARRIED UNANIMOUSLY

ON MOTION BY Debby Peck, seconded by Carson Atkinson, the Board of Regional Service Commission 11 adopt the Procedural By-Law P-5 and that the Procedural By-Law P-4 (dated April 4, 2017) be repealed.

MOTION CARRIED UNANIMOUSLY

10. Adjournment

ON MOTION BY Daryl Prince, seconded by Eleanor Lindsay, the board meeting adjourned at 8:15 pm.

Minutes recorded by Wendy Constable.

Judy Wilson-Shee, RSC 11 Chair

Don Fitzgerald, RSC 11 Executive Director