

**Capital Region Service Commission
Meeting of the Board of Directors - Virtual Zoom Meeting
Minutes of March 7, 2023**

In attendance:

Director Robert Powell, Oromocto	Director John Bigger, Fredericton Junction
Director David Duplessis, Central York	Director Judy Wilson-Shee, New Maryland
Director Derek Pleadwell, Arcadia	Director Greg Ericson, Fredericton
Director Dave Morrison, Hanwell	Director Richard Corey, Harvey
Director, David Hayward, Sunbury-York South	Director David Sweeney, Nashwaak
Director, Dale Mowry, Tracy	Director, Tim Fox, Nackawic-Millville
Director, Marty Forsythe, Rural District	

1. Call to Order

Chair, John Bigger, called the meeting to order at 6:31 pm.

2. Attendance

Attendance was taken.

3. Approval of Agenda

ON MOTION BY Judy Wilson-Shee, seconded by Bob Powell, the Board approved the agenda of March 7 2023.

MOTION CARRIED UNANIMOUSLY #23-14

4. Conflict of Interest Disclosure

There were no conflicts of interest declared.

5. Adoption of the minutes

ON MOTION BY David Duplessis, seconded by Dale Mowry, the Board approved the minutes of February 7 2023.

MOTION CARRIED UNANIMOUSLY #23-15

6. Public Presentations

Introduction to Pivot Consulting

Representatives from Pivot Consulting attended the board meeting as an introduction. Pivot Consulting is the company providing the Capital Region Service Commission strategic overview. Staff from Pivot Consulting have met with all but one entity with that meeting is planned for the near future.

CEO, John Smith, will provide the contact information for the Pivot Consultants to the board members. He stated that the strategy must be completed by June 30th.

7. Reports

a. Audit Committee

ON MOTION BY Dale Mowry, seconded by Judy Wilson-Shee, the Board receive the report of the Audit Committee dated March 7, 2023.

MOTION CARRIED UNANIMOUSLY #23-16

b. Economic Development Update

The staff report for the Economic Development Update is included in the board package.

ON MOTION BY Derek Pleadwell, seconded by Marty Forsythe, the Board receive the Economic Development Update Staff report dated March 7, 2023.

MOTION CARRIED UNANIMOUSLY #23-17

c. Tourism Update

The Staff Report on the Tourism Update is included in the board package.

ON MOTION BY David Duplessis, seconded by Judy Wilson-Shee, the Board receive the Tourism Update Staff Report dated March 7, 2023.

MOTION CARRIED UNANIMOUSLY #23-18

d. Ending Poverty Summit

The Staff Report on Ending Poverty Summit is included in the board package.

Susanne White stated that the board members will receive an invitation to the Poverty Summit being held virtually on April 25 to 27, 2023 by the Tamarac Institute.

ON MOTION BY Greg Ericson, seconded by Derek Pleadwell, the Board receive the Ending Poverty Summit Staff Report dated March 7 2023. **MOTION CARRIED UNANIMOUSLY #23-19**

8. Staff Reports

a. Appointment of Head – RTIPP

Don Fitzgerald presented the report on the Appointment of Head under the Right to Information and Protection of Privacy Act which is included in the board package.

ON MOTION BY Tim Fox, seconded by Dave Morrison, the Board rescind its appointment of Don Fitzgerald, Executive Director, as Public Body Head of the Capital Region Service Commission under the Right to Information and Protection of Privacy Act and to appoint John Smith, Chief Executive Officer, Public Body Head of the Capital Region Service Commission under the Right To Information and Protection of Privacy Act. **MOTION CARRIED UNANIMOUSLY #23-20**

b. 2022 Post Closure Review

Don Fitzgerald presented the 2022 Post Closure Report that was included in the board package.

c. Five Year Post Closure Fund Analysis

Mari-Kaye Langton reviewed the Updated Post Closure Liability Report from Gemtec, which was included in the board package.

ON MOTION BY Marty Forsythe, seconded by Bob Powell, the Board receive the Post Closure Liability Report dated March 7 2023. **MOTION CARRIED UNANIMOUSLY #23-21**

d. Application for Financing

Mari-Kaye Langton presented the Application for Financing report that was included in the board package.

(The motion below requires 2/3 majority vote of Directors present representing a minimum of 50% of the population represented at the meeting)

BE IT RESOLVED that the Chief Executive Officer and the Chief Financial Officer be authorized to issue and sell to the New Brunswick Municipal Finance Corporation a Capital Region Service Commission debenture in the principal amount of \$652,000 on such terms and conditions as are recommended by the New Brunswick Municipal Finance Corporation, and be it resolved that the Capital Region Service Commission agree to issue post-dated cheques payable to the New Brunswick Municipal Finance Corporation as and when they are requested in payment of principal and interest charges on the above debenture. The financing term is 5 years.

ON MOTION BY Judy Wilson-Shee, seconded by Greg Ericson. **MOTION CARRIED UNANIMOUSLY #23-22**

e. Price Change – CFC

Brett McCrea presented the CFC Removal Fees report included in the board package.

(The motion below requires 2/3 majority vote of Directors present representing a minimum of 50% of the population represented at the meeting)

BE IT RESOLVED that the Capital Region Service Commission adjust the CFC disposal fee to \$32/unit effective immediately.
ON MOTION BY Derek Pleadwell, seconded by David Duplessis. **MOTION CARRIED UNANIMOUSLY #23-23**

9. Tenders

a. Excavator & Loader

Brett McCrea presented the Equipment Tender Recommendations included in the board package.

ON MOTION BY Judy Wilson-Shee, seconded by Dave Morrison, that the Board award Tender 01-23-Excavator-01032023 to SMS Equipment for one new 2023 Komatsu PC390LC-11 as described in the tender for \$414,900 + tax.

MOTION CARRIED UNANIMOUSLY #23-24

ON MOTION BY Derek Pleadwell, seconded by Dave Morrison, that the Board award Tender 03-23-Loader-01032023 to SMS Equipment for one new 2023 Komatsu WA270-8 as described in the tender for \$307,500 + tax.

MOTION CARRIED UNANIMOUSLY #23-25

(The motion below requires 2/3 majority vote of Directors present representing a minimum of 50% of the population represented at the meeting)

ON MOTION BY Greg Ericson, seconded by Dale Mowry, the Board authorize the Chief Executive Officer and/or Chief Financial Officer to issue and sell to the New Brunswick Municipal Finance Corporation a Capital Region Service Commission debenture in the principal amount of \$760,000.00 on such terms and conditions as are recommended by the New Brunswick Municipal Finance Corporation, and be it resolved that the Capital Region Service Commission agree to issue postdated cheques payable to the New Brunswick Municipal Finance Corporation as and when they are requested. The term of financing will be 5 years.

MOTION CARRIED UNANIMOUSLY #23-26

b. Baler Feeder Chain

Brett McCrea presented the Baler Feeder Chain Tender included in board package.

ON MOTION BY Judy Wilson-Shee, seconded by Bob Powell, the Board award Tender 01-23-Baler-01032023 to Canadian Bearings Ltd. for the supply of materials as described in the tender for \$255,000.00 + tax.

MOTION CARRIED UNANIMOUSLY #23-27

10. Adjournment

ON MOTION BY Bob Powell, seconded by Judy Wilson-Shee, the board meeting was adjourned at 7:44 pm.

MOTION CARRIED UNANIMOUSLY #23-28

Minutes recorded by Wendy Constable.

John Bigger, Chair, Capital RSC

John Smith, CEO, Capital RSC