

**Capital Region Service Commission
Meeting of the Board of Directors – 860 Prospect Street
Minutes of May 2, 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, Kevin Nicklin, Grand Lake	Director, Marty Forsythe, Rural District

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 Bob Powell, seconded by Dave Morrison, the Board approved the agenda of May 2, 2023.

MOTION CARRIED UNANIMOUSLY # 23-43

4. Conflict of Interest Disclosure

There were no conflicts of interest declared.

5. Approval of Minutes

ON MOTION BY Derek Pleadwell, seconded by Dale Mowry, the Board approved the minutes of April 4, 2023.

MOTION CARRIED UNANIMOUSLY #23-44

6. Committee Appointments

Director John Bigger presented the committee appointments that was included as part of the board package.

7. Committee Reports

a. Finance Committee

ON MOTION BY Richard Corey, seconded by Marty Forsythe, the Board receive the report of the Finance Committee dated May 2, 2023.

MOTION CARRIED UNANIMOUSLY #23-45

8. Staff Reports

a. Community Promotional Funding Program

CEO, John Smith presented the Community Promotion Funding Program report which is in the board package.

ON MOTION BY Dave Morrison, seconded by Derek Pleadwell, the Board of the Capital Region Service Commission receive this staff report and direct its Community Development Committee to report back with a plan in June of 2023.

MOTION CARRIED UNANIMOUSLY #23-46

b. HR Structural Review

CEO, John Smith introduced Ed Peterson, HR consultant from Peterson Investigations and Consulting. The report was included in the board package.

ON MOTION BY Derek Pleadwell, seconded by Tim Fox, the Board of the Capital Region Service Commission receive for information purposes the executive summary from Peterson Investigations and Consulting.

MOTION CARRIED ON DIVISION #23-47

The votes were recorded as follows:

Votes For		Votes Against
Derek Pleadwell	Richard Corey	Bob Powell
David Duplessis	Tim Fox	Dale Mowry
Kevin Nicklin	David Sweeney	Greg Ericson
Dave Morrison	David Hayward	
John Bigger	Judy Wilson-Shee	
Marty Forsythe		

c. Workforce and Labour Force Development Contract

CEO, John Smith, presented the Workforce and Labour Force Development report that was included with the board package.

ON MOTION BY Marty Forsythe, seconded by David Duplessis, the Board of the Capital Region Service Commission authorizes the CEO to negotiate and sign a contract, substantially as described in the attached proposal with Ignite as a Companion Agreement to the existing Memorandum of Understanding.

MOTION CARRIED UNANIMOUSLY #23-48

9. Tenders – 1st Quarter Report

The 1st quarter tender report is for Information only.

10. Closed Session

ON MOTION BY Bob Powell, seconded by Dave Morrison, the Board moved into closed session.

MOTION CARRIED UNANIMOUSLY #23-49

ON MOTION BY Dave Morrison, seconded by Marty Forsythe, the Board came out of closed session.

MOTION CARRIED UNANIMOUSLY #23-50

11. Appointment to PRAC

RESOLUTION: Be it resolved that the Board of Directors of the Capital Region Service Commission reappoints Peter Dufour to the Planning Review & Adjustment Committee with the term expiring on May 31, 2026.

ON MOTION BY Greg Ericson, seconded by Bob Powell.

MOTION CARRIED UNANIMOUSLY #23-51

12. Adjournment

ON MOTION BY Dave Morrison, seconded by Bob Powell, the Board meeting was adjourned at 7:32 pm.

MOTION CARRIED UNANIMOUSLY #23-52

Minutes recorded by Wendy Constable.

Judy Wilson-Shee, Chair – CRSC

John Smith, CEO – CRSC

