

**Capital Region Service Commission
Meeting of the Board of Directors
860 Prospect Street and via Zoom
Minutes of December 5, 2023**

In attendance:

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| Director Judy Wilson-Shee, New Maryland | Director Len Falconer, Fredericton Junction |
| *Director Robert Powell, Oromocto | Director Greg Ericson, Fredericton |
| Director David Duplessis, Central York | Director Richard Corey, Harvey |
| Director Derek Pleadwell, Arcadia | *Director Heather Holt-Logan, Nashwaak |
| Director Dave Morrison, Hanwell | Director Tim Fox, Nackawic-Millville |
| Director David Hayward, Sunbury-York South | Director Marty Forsythe, Rural District |
| Director Mike Richardson, Grand Lake | Director Dale Mowry, Tracy |
- *Participated virtually

1. Call to Order

Chair, Judy Wilson-Shee called the meeting to order at 7 pm.

2. Attendance

Attendance was taken.

3. Approval of Agenda

ON MOTION BY Dale Mowry, the Board approved the agenda of December 5, 2023. There was no seconder as Director Tim Fox added the following:

ON MOTION BY Tim Fox, seconded by Marty Forsythe, the Board add a motion to renew motion 23-89 immediately following item 5, approval of the minutes.

The votes were recorded as follows:

Votes For		Votes Against	
Derek Pleadwell	David Duplessis	Bob Powell	Greg Ericson
Mike Richardson	Dave Morrison		
Richard Corey	Tim Fox		
Heather Holt-Logan	David Hayward		
Len Falconer	Dale Mowry		
Judy Wilson-Shee	Marty Forsythe		

MOTION CARRIED ON DIVISION #23-105

4. Conflict of Interest Disclosure

There were no conflicts of interest disclosed.

5. Approval of Minutes

ON MOTION BY Dave Morrison, seconded by David Duplessis, the Board approved the minutes of November 7, 2023. MOTION CARRIED UNANIMOUSLY #23-106

6. Motion to Renew Motion 23-89

ON MOTION BY Richard Corey, seconded by David Hayward that the Board renew motion 23-89.

The votes were recorded as follows:

Votes For		Votes Against	
Derek Pleadwell	David Duplessis	Bob Powell	Greg Ericson
Mike Richardson	Dave Morrison		
Richard Corey	Tim Fox		
Heather Holt-Logan	David Hayward		
Len Falconer	Dale Mowry		
Judy Wilson-Shee	Marty Forsythe		

MOTION CARRIED ON DIVISION #23-107

ON MOTION BY Richard Corey, seconded by David Hayward, the Board renew motion 23-89 which states: that the Board approve a total operating budget for Capital Region Service Commission for the 2024 calendar year consisting of total revenue of \$18,236,550 and total expenses of \$18,236,550 by limiting member contributions to no more than the 2023 amounts plus CPI and/or previously contractually agreed upon increases, as related to the new mandated services, and funds associated with cooperative and regional planning, and that the capital budget consist of total expenditures of \$3,062,000; as detailed in the budget information circulated previously and presented to the Board on September 7, 2023 and subsequently forwarded to the member communities that are municipalities or rural communities and to the Minister, in accordance with Section 28 of the Regional Service Delivery Act, on September 8, 2023 and discussed and reviewed again on October 3, 2023, and redistributed October 4, 2023.

The chair called for the vote on the budget as follows:

Two Thirds Representing 51% Population Majority Calculation						
Capital Region Service Commission			Votes For Motion		Votes Against Motion	
Member	Population	% of Pop	Votes	% of Pop	Votes	% of Pop
Arcadia - Derek Pleadwell	3,720	2.70%	1	3%		0%
Capital Region Rural District - Marty Forsythe	9,625	6.98%	1	7%		0%
Central York - David Duplessis	6,930	5.02%	1	5%		0%
Fredericton - Greg Ericson	67,625	49.01%		0%	1	49%
Fredericton Junction - Len Falconer	715	0.52%	1	1%		0%
Grand Lake - Mike Richardson	5,725	4.15%	1	4%		0%
Hanwell - Dave Morrison	7,100	5.15%	1	5%		0%
Harvey - Richard Corey	3,895	2.82%	1	3%		0%
Nackawic-Millville - Tim Fox	3,765	2.73%	1	3%		0%
Nashwaak - Heather Holt-Logan	4,755	3.45%	1	3%		0%
New Maryland - Judy Wilson-Shee	4,155	3.01%	1	3%		0%
Oromocto - Bob Powell	11,910	8.63%	1	9%		0%
Sunbury York-South - David Hayward	7,455	5.40%	1	5%		0%
Tracy - Dale Mowry	605	0.44%	1	0%		0%
Total Municipal	137,980	100.00%		0%		
Population			13	51%	1	49%
Communities				93%		7%

MOTION CARRIED ON DIVISION #23-108

ON MOTION BY Richard Corey, seconded by Dave Duplessis, the Board move that Capital Region Service Commission submit to the Municipal Capital Borrowing Board an application for authorization to borrow for a capital expense, in accordance with the 2024 budget, for the following term and amount:

**Environmental Health Services
Equipment Purchase
Amount - \$2,445,000;
Term – 5 Years**

MOTION CARRIED UNANIMOUSLY #23-109

ON MOTION BY Greg Ericson, seconded by Dave Duplessis, the Board of Capital Region Service Commission amend the following fees to the detailed rates effective January 1, 2024: Regular Garbage Tipping Fee - \$104.00 per metric tonne.

MOTION CARRIED UNANIMOUSLY #23-110

7. Staff Report

- a. Meeting Protocols

A staff report was included in the board package.

ON MOTION BY Dave Morrison, seconded by Derek Pleadwell, the Board move to rescind Resolution 23-11 leaving the method of attendance to individual preference.

MOTION CARRIED UNANIMOUSLY #23-111

- b. 2024 Meeting Schedule

A staff report was included in the board package.

Be it resolved that pursuant to Section 5.2 of the Capital Region Service Commission Procedural By-Law, that the meetings of the Board of Directors for 2024 be as follows:

- February 6
- March 5
- April 2
- May 7
- June 4
- Thursday, September 5
- October 1
- November 5
- December 3

ON MOTION BY Derek Pleadwell, seconded by Marty Forsythe.

MOTION CARRIED UNANIMOUSLY #23-112

8. Committee Reports

- a. Governance Committee

ON MOTION BY Bob Powell, seconded by Dave Morrison, the Board receive the Governance Committee report dated December 5, 2023.

MOTION CARRIED UNANIMOUSLY #23-113

- b. Community Development Committee

ON MOTION BY Greg Ericson, seconded by Dale Mowry, the Board receive the report of the Community Development Committee dated December 5, 2023.

MOTION CARRIED UNANIMOUSLY #23-114

- c. Regional Infrastructure Committee

ON MOTION BY Derek Pleadwell, seconded by Marty Forsythe, the Board receive the report of the Regional Infrastructure Committee dated December 5, 2023.

MOTION CARRIED UNANIMOUSLY #23-115

d. Finance Committee

ON MOTION BY Richard Corey, seconded by Dave Duplessis, the Board receive the report of the Finance Committee dated December 5, 2023. **MOTION CARRIED UNANIMOUSLY #23-116**

9. Annual/Departmental/Staff Reports

Don Fitzgerald gave a report on behalf of CEO, John Smith.

Board protocol:

The Board is very good at directing questions through the chair when we begin; follow-up questions also need to be addressed through the chair.

Upcoming events:

- Board supper on December 7 at Sam Sneads at 6 pm.
- On January 26 at the Wu Centre from 8 am to noon there will be a board workshop which will provide an opportunity to look at the strategic plan, implementation guide, the year in review. There will also be a closed session for the Board without staff.
- December 14 – The chair and senior staff will meet with Minister Savoie to discuss the following items:
 - sustainable and predictable funding;
 - opportunities for partnerships;
 - training throughout province targeted at CAOs and councillors not at the table focusing on the role of the Board and your fiduciary responsibilities as directors.

Presentations:

Brett McCrea gave a presentation on Anaerobic Digestion Composting to other RSCs, industry, and ACOA.

Regional Aquatic Centre:

There is a lot of uncertainty around the aquatic centre both from public and in the development. Members recommitted to the design phase. CRSC is only mandated to do the design at this point. The issues going forward are costing, governance, ownership, and operation. You may hear in the public about a push for the pool to be a 50-metre pool; however, CRSC only has a mandate to look at a 25-metre pool.

Don Fitzgerald stated there will be one more meeting to deal with reserves that will be called in December.

10. Adjournment

ON MOTION BY Dave Morrison, seconded by Tim Fox, the Board meeting was adjourned at 8:15 pm.

MOTION CARRIED UNANIMOUSLY #23-117

Minutes recorded by Wendy Constable.

Judy Wilson-Shee, Chair, CRSC

Don Fitzgerald, Chief Operating Officer