

**Capital Region Service Commission
Meeting of the Board of Directors
860 Prospect Street and via Zoom
Minutes of February 6, 2024**

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 David Sweeney, Nashwaak |
| Director Dave Morrison, Hanwell | Director Tim Fox, Nackawic-Millville |
| Director David Hayward, Sunbury-York South | Director Marty Forsythe, Rural District |
| *Director Kevin Nicklin, Grand Lake | Director Dale Mowry, Tracy |
| *Participated virtually | |

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 Dale Mowry, seconded by Greg Ericson, the Board approve the agenda of February 6, 2024.

MOTION CARRIED UNANIMOUSLY #24-1

4. Conflict of Interest Disclosure

There were no conflicts of interest disclosed.

Don Fitzgerald, Chief Operating Officer, reviewed the annual Conflict of Interest Disclosure policy as is in Section 21 of the regulations. The Directors were asked to sign the form at the meeting and return it to the Board Secretary, Kelly Shaw.

5. Approval of the Minutes

ON MOTION BY Marty Forsythe, seconded by David Morrison, the Board approve the minutes of December 5, 2023.

MOTION CARRIED UNANIMOUSLY #24-2

ON MOTION BY David Morrison, seconded by David Sweeney, the Board approve the minutes of December 18, 2023.

MOTION CARRIED UNANIMOUSLY #24-3

6. Committee Reports

a. Finance Committee

ON MOTION BY Richard Corey, seconded by David Morrison, the Board receive the report of the Finance Committee dated February 6, 2024.

MOTION CARRIED UNANIMOUSLY #24-4

The Post Closure report was included in the Board package for information only.

b. Economic Expansion Committee

ON MOTION BY Kevin Nicklin, seconded by David Sweeney, the Board receive the report of the Economic Expansion committee dated February 6, 2024.

MOTION CARRIED UNANIMOUSLY #24-5

c. Community Development Committee

Don Fitzgerald presented the Community Development Committee report in Kate Rogers absence.

ON MOTION BY Greg Ericson, seconded by Marty Forsythe, the Board receive the report of the Community Development Committee dated February 6, 2024. **MOTION CARRIED UNANIMOUSLY #24-6**

d. Public Safety – motion

ON MOTION BY Dave Morrison, seconded by David Duplessis, the Board receive the report of the Public Safety Committee dated February 6 2024. **MOTION CARRIED UNANIMOUSLY #24-7**

e. Audit Committee

ON MOTION BY Dale Mowry, seconded by Derek Pleadwell, the Board receive the report of the Audit Committee dated February 6 2024. **MOTION CARRIED UNANIMOUSLY #24-8**

f. Oversight Committee

ON MOTION BY Robert Powell, seconded by Marty Forsythe, the Board receive the report of the Oversight Committee dated February 6 2024. **MOTION CARRIED UNANIMOUSLY #24-9**

7. Tenders – 4th Quarter 2023

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

8. Annual/Department/Staff Reports

a. Staff report – appointment of Planning Director

Lonnie Forbes presented the report that is included in the board package.

Resolution: Be it resolved that the Board of Directors of the Capital Region Service Commission appoints Tina McCallum as the Planning Director for Capital Region Service Commission pursuant to subsection 24(2) of the Regional Service Delivery Act.

ON MOTION BY Marty Forsythe, seconded by David Hayward. **MOTION CARRIED UNANIMOUSLY #24-10**

9. Closed session

ON MOTION BY David Morrison, seconded by David Hayward, the Board moved into closed session.

MOTION CARRIED UNANIMOUSLY #24-11

ON MOTION BY David Hayward, seconded by David Duplessis, the Board came out of closed session.

MOTION CARRIED UNANIMOUSLY #24-12

10. Adjournment

ON MOTION BY Dale Mowry, seconded by David Hayward, the Board meeting was adjourned at 7:25 pm.

MOTION CARRIED UNANIMOUSLY #24-13

Minutes recorded by Wendy Constable.

Judy Wilson-Shee, Chair CRSC Board

Don Fitzgerald, Chief Operating Officer