

**Capital Region Service Commission
Meeting of the Board of Directors
860 Prospect Street and via Zoom
Minutes of March 5, 2024**

In attendance:

Director Judy Wilson-Shee, New Maryland
Director Robert Powell, Oromocto
Director David Duplessis, Central York
Director Derek Pleadwell, Arcadia
Director Dave Morrison, Hanwell
Director David Hayward, Sunbury-York South
Director Kevin Nicklin, Grand Lake

**Participated virtually*

*Director Len Falconer, Fredericton Junction
Director Greg Ericson, Fredericton
Director Richard Corey, Harvey
Director David Sweeney, Nashwaak
*Director Tim Fox, Nackawic-Millville
Director Marty Forsythe, Rural District
Director Dale Mowry, Tracy

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 David Morrison, the board approved the agenda of March 5, 2024.

MOTION CARRIED UNANIMOUSLY #24-14

4. Conflict of Interest Disclosure

There were no conflicts of interest disclosed.

5. Approval of Minutes

ON MOTION BY David Morrison, seconded by David Duplessis, the Board approved the minutes of February 6 2024.

MOTION CARRIED UNANIMOUSLY #24-15

6. Committee Reports

a. Public Safety Committee

ON MOTION BY David Morrison, seconded by Marty Forsythe, the Board receive the report of the Public Safety Committee dated March 5, 2024.

MOTION CARRIED UNANIMOUSLY #24-16

b. Governance Committee

ON MOTION BY Dave Sweeney, seconded by Bob Powell, the Board receive the report of the Governance Committee dated March 5, 2024.

MOTION CARRIED UNANIMOUSLY #24-17

c. Community Development Committee – report given by Don

ON MOTION BY Greg Ericson, seconded by David Duplessis, the Board receive the report of the Community Development Committee dated March 5, 2024.

MOTION CARRIED UNANIMOUSLY #24-18

d. Economic Expansion Committee

ON MOTION BY Kevin Nicklin, seconded by Marty Forsythe, the Board receive the report of the Economic Expansion Committee dated March 5, 2024.

MOTION CARRIED UNANIMOUSLY #24-19

ON MOTION BY Kevin Nicklin, seconded by Bob Powell, the Capital Region Service Commission direct staff to request greater access to the 100% funding in light of the reduction of the unconditional grants to municipalities.
MOTION CARRIED UNANIMOUSLY #24-20

e. Finance Committee

ON MOTION BY Richard Corey, seconded by David Duplessis, the Board receive the report of the Finance Committee dated March 5, 2024.
MOTION CARRIED UNANIMOUSLY #24-21

ON MOTION BY Richard Corey, seconded by David Hayward, that subject to MCBB approval, Tender 01-24-Compactor-011824 be awarded to SMS Equipment for one new 2024 Bomag BC773RB-5 as described in the tender for \$1,104,000.00 plus tax.
MOTION CARRIED UNANIMOUSLY #24-22

ON MOTION BY Richard Corey, seconded by Marty Forsythe, that subject to MCBB approval, Tender 02-24-Rocktruck-011824 be awarded to Toromont for one new 2024 Caterpillar 730-4 as described in the tender for \$614,531.00 plus tax.
MOTION CARRIED UNANIMOUSLY #24-23

ON MOTION BY Richard Corey, seconded by Derek Pleadwell, that subject to MCBB approval, Tender 03-24-Roller-011824 be awarded to SMS Equipment for one new 2024 Bomag BW211PD-5 as described in the tender for \$239,500.00 plus tax.
MOTION CARRIED UNANIMOUSLY #24-24

ON MOTION BY Richard Corey, seconded by David Hayward, that the Chief Executive Officer and/or 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 \$2,273,000.00 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 the financing will be 5 years.**

MOTION CARRIED UNANIMOUSLY #24-25

f. Regional Infrastructure Committee

ON MOTION BY Derek Pleadwell, seconded by Marty Forsythe, the Board receive the report of the Regional Infrastructure Committee dated March 5, 2024.
MOTION CARRIED UNANIMOUSLY #24-26

7. Annual/Departmental/Staff Reports

a. Staff Report – Investment Policy Statement

Don Fitzgerald, Chief Operating Officer, presented the Investment Policy Statement report, included in the board package.

ON MOTION BY Greg Ericson, seconded by Derek Pleadwell, the Board receive the report of the Investment Policy Statement dated March 5, 2024.
MOTION CARRIED UNANIMOUSLY #24-27

b. Staff Report – MCBB Financing

Mari-Kaye Langton presented the MCBB Finance report that is included in the board package.

BE IT RESOLVED that the Chief Executive Officer and 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 \$756,000 on such terms and conditions as are recommended by the New Brunswick Municipal Finance Corporation, and be it resolved that Capital Region Service Commission agree to use postdated cheques payable to the New Brunswick Municipal Finance Corporation and when they are requested in payment of principal; and interest charges on the above debenture.** Financing term is 5 years.

ON MOTION BY Marty Forsythe, seconded by Derek Pleadwell.
MOTION CARRIED UNANIMOUSLY #24-28

The votes were recorded 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%	1	49%		0%
Fredericton Junction - Len Falconer	715	0.52%	1	1%		0%
Grand Lake - Kevin Nicklin	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 - David Sweeney	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			14	100%	0	0%
Communities				100%		0%

c. Staff Report – CEO verbal report

Chief Executive Officer, John Smith reported on the following items:

Mr. Smith thanked the Board for their work with Pivot Consulting in January. The confidential report that he received will form part of his quarterly reviews with the Oversight Committee.

Regional aquatic centre:

The Regional Infrastructure Committee held a vision session in February 2024 and are now setting a timeline to move forward. June 30 is the date to report to the Minister on the findings and next steps. There will be more information for the Board soon.

Operations:

Staff were able to present to other RSCs and communities. Mr. Smith thanked Lonnie and his team for their hard work.

Regional Services Support fund numbers will be available in April which will allow us to review our budget and start process with the finance committee and the Board.

Mr. Smith met with Ignite and Fredericton Capital Region Tourism. Both of these organizations will be presenting at the Annual General Meeting on April 2, 2024.

Physician recruitment team:

Mr. Smith stated that he is waiting for feedback from Department of Health. Physician recruitment and retention events were held in the past year. There were promotional videos developed which included short clips to target medical students. The next meeting is scheduled for late March where the NB Medical Society has been invited to the meeting.

8. Closed Session

ON MOTION BY Derek Pleadwell, seconded by David Hayward, that the Board move into closed session.

MOTION CARRIED UNANIMOUSLY #24-29

ON MOTION BY Greg Ericson, Bob Powell, the Board move out of closed session.

MOTION CARRIED UNANIMOUSLY #24-30

9. Adjournment

ON MOTION BY David Duplessis, seconded by Kevin Nicklin, the board meeting was adjourned at 8:50 pm.

MOTION CARRIED UNANIMOUSLY #24-31

Minutes recorded by Wendy Constable.

Judy Wilson-Shee, Chair CRSC

John Smith, Chief Executive Officer