

**Capital Region Service Commission  
Annual General Meeting of the Board of Directors  
860 Prospect Street and via Zoom  
Minutes of April 2, 2024**

**In attendance:**

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 Dave Morrison, Hanwell	Director David Sweeney, Nashwaak
Director David Hayward, Sunbury-York South	Director Marty Forsythe, Rural District
Director Kevin Nicklin, Grand Lake	Director Dale Mowry, Tracy

**1. Call to Order**

Chief Executive Officer, John Smith, called the meeting to order at 6:30 pm. He explained that the election of the board chair would be the first order of business.

**2. Attendance**

Attendance was taken.

**3. Election of Chair**

John Smith called for nominations and self-nominations for the election of the Chair.

Dave Morrison nominated Judy Wilson-Shee. Judy Wilson-Shee accepted.

Judy Wilson-Shee was acclaimed as Chair and no vote was necessary.

**4. Election of Vice Chair**

Judy Wilson-Shee called for nominees for Vice Chair. Dave Morrison nominated Derek Pleadwell, who accepted the nomination.

Derek Pleadwell was acclaimed as Vice Chair and no vote was necessary.

**5. Approval of Agenda**

**ON MOTION BY David Sweeney, seconded by David Duplessis, the Board approve the agenda of April 2, 2024.**

**MOTION CARRIED UNANIMOUSLY #24-32**

**6. Conflict of Interest Disclosure**

There were no conflicts of interest disclosed.

**7. Approval of Minutes**

**ON MOTION BY Bob Powell, seconded by Dave Morrison, the Board approved the minutes of March 5, 2024.**

**MOTION CARRIED UNANIMOUSLY #24-33**

**8. Presentations**

a. Ignite – Regional Strategy

Staff from Ignite gave a PowerPoint presentation to the Board. A copy of the Ignite presentation will be shared with the board.

**ON MOTION BY Marty Forsythe, seconded by Bob Powell, the Board approve the strategy presented by Ignite.**

**MOTION CARRIED UNANIMOUSLY #24-34**

\*This motion was adopted by using the weighted voting formula.

b. Fredericton Capital Region Tourism

A presentation was given by Fredericton Capital Region Tourism. A copy of the presentation will be shared with the board.

**ON MOTION BY David Duplessis, seconded by Greg Ericson, the Board approve the strategy presented by Fredericton Capital Region Tourism.** **MOTION CARRIED UNANIMOUSLY # 24-35**

\*This motion was adopted by using the weighted voting formula.

**9. Committee Reports**

a. Public Safety Committee

Director Morrison presented the Public Safety Committee report that was included in the board package.

**ON MOTION BY Dave Morrison, seconded by Kevin Nicklin, the Board receive the report of the Public Safety Committee dated April 2, 2024.** **MOTION CARRIED UNANIMOUSLY #24-36**

\*This motion was adopted by using the weighted voting formula.

b. Community Development Committee

Don Fitzgerald, Chief Operating Officer, presented the Community Development Committee report that is included in the board package.

**ON MOTION BY Marty Forsythe, seconded by Len Falconer, the Board receive the report of the Community Development Committee dated April 2, 2024.** **MOTION CARRIED UNANIMOUSLY #24-37**

\*This motion was adopted by using the weighted voting formula.

**ON MOTION BY Marty Forsythe, seconded by David Hayward, that subject to successful application to ESIC for annual community transportation grants of \$50,000, Urban Rural Rides will be retained to provide a Volunteer Drive Service in the Capital Region for a maximum rate of \$36,000/year + tax.**

**MOTION CARRIED UNANIMOUSLY #24-38**

\*This motion was adopted by using the weighted voting formula.

**ON MOTION BY Marty Forsythe, seconded by Len Falconer, that the Capital Region Service Commission supports the concept of a Basic Guaranteed Income and directs, the Chair, on behalf of the Commission, to send a letter to the Prime Minister and the region's MPs calling for the investigation of the implementation of a Guaranteed Basic Income subsidy supporting all individuals and families.** **MOTION CARRIED UNANIMOUSLY #24-39**

\*This motion was adopted by using the weighted voting formula.

c. Economic Expansion Committee

Director Nicklin presented the Economic Expansion Committee report that was included in the board package.

**ON MOTION BY Kevin Nicklin, seconded by David Hayward, the Board receive the report of the Economic Expansion Committee dated April 2, 2024.** **MOTION CARRIED UNANIMOUSLY #24-40**

\*This motion was adopted by using the weighted voting formula.

d. Regional Infrastructure Committee

Director Duplessis presented the Regional Infrastructure Committee report that was included in the board package.

**ON MOTION BY David Duplessis, seconded by David Hayward, the Board receive the report of the Regional Infrastructure Committee dated April 2, 2024.** **MOTION CARRIED UNANIMOUSLY #24-41**

\*This motion was adopted by using the weighted voting formula.

e. Governance Committee

Director Sweeney presented the Governance Committee report that was included in the board package.

**ON MOTION BY David Sweeney, seconded by Bob Powell, the Board receive the report of the Governance Committee dated April 2, 2024.** **MOTION CARRIED UNANIMOUSLY #24-42**

**ON MOTION BY David Sweeney, seconded by David Duplessis, that the Board of Capital Region Service Commission adopt the Procedural By-Law P-10 and that the Procedural By-Law P-9 (dated April 4, 2023) be repealed.** **MOTION CARRIED UNANIMOUSLY #24-43**

**ON MOTION BY David Sweeney, seconded by Kevin Nicklin, that the Board of Capital Region Service Commission adopt the Planning Review and Adjustment Committee By-Law PRAC7 and that PRAC6 (dated February 1, 2022) be repealed.** **MOTION CARRIED UNANIMOUSLY #24-44**

\*It was noted that Fredericton, Oromocto and New Maryland do not vote as they do not get the service.

f. Audit Committee

Director Mowry presented the Audit Committee report that was included in the Board package.

**ON MOTION BY Dale Mowry, seconded by Len Falconer, that the Board receive the report of the Audit Committee dated April 2, 2024.** **MOTION CARRIED UNANIMOUSLY #24-45**

**ON MOTION BY Dale Mowry, seconded by David Duplessis, that the Board receive and approve the December 31, 2023 draft financial statements of Capital Regional Service Commission.** **MOTION CARRIED UNANIMOUSLY #24-46**

## 10. Staff reports

a. Annual Report

John Smith, CEO, gave an overview of the Annual Report that was included in the board package.

**ON MOTION BY David Duplessis, seconded by Dave Morrison, the Board adopt the attached draft Annual Report as the Commission's Annual Report and that it be distributed as described in Section 33 of the Regional Services Delivery Act.** **MOTION CARRIED UNANIMOUSLY #24-47**

b. Auditor Appointment

Be it resolved that the Board appoint the firm of MacMillan Lawrence and Lawrence as auditors for the Capital Region Service Commission for the fiscal year ending December 31, 2024.

**ON MOTION BY Greg Ericson, seconded by Marty Forsythe** **MOTION CARRIED UNANIMOUSLY #24-48**

## 11. Adjournment

**ON MOTION BY David Sweeney, seconded by Bob Powell, the Board meeting was adjourned at 7:57 pm.** **MOTION CARRIED UNANIMOUSLY #24-49**

Minutes recorded by Wendy Constable.

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Judy Wilson-Shee, CRSC Chair

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John Smith, CRSC CEO

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<b>WEIGHTED VOTES</b>		Arcadia	1	Central York	1	Fredericton	7	Fredericton Junction	1
Grand Lake	1	Hanwell	1	Harvey	1	Nackawic-Millville	1	Sunbury-York South	1
Nashwaak	1	New Maryland	1	Oromocto	2	Rural District	1	Tracy	1