



**Special Meeting
February 3, 2023**

Minutes of the special meeting of the Board of Directors of Fundy Regional Service Commission held on Friday, February 3, 2023, at Kennebecasis 1 Room, Hilton Saint John, 1 Market Square, Saint John, NB.

1. Call to Order

The Board Chairperson, Brittany Merrifield, called the meeting to order at 1:03 p.m.

2. Record of Attendance

Brittany Merrifield	Chairperson
Jim Bedford	Vice Chairperson
John MacKenzie	Deputy Mayor, Saint John
Nancy Grant	Mayor, Rothesay
Libby O'hara	Mayor, Quispamsis
Ray Riddell	Fundy Rural District Representative
Robert Doucet	Mayor, Hampton

Absent

OTHERS

Phil Ouellette, Chief Executive Officer, FRSC
Alicia Raynes, Recording Secretary, FRSC
John Jarvie, CAO, Rothesay
Aaron Kennedy, CAO, Quispamsis
Brent McGovern, CAO, Saint John
John Enns-Wind, CAO, Grand Bay-Westfield
Brenda MacCallum, Public Relations & Program Development Officer, FRSC
Nick Cameron, Assistant Development Officer, FRSC
Tanya Chapman, President & Senior Consultant, The Chapman Group

3. Approval of the Order of Business

The Chairperson asked for approval of the Order of Business

Motion: To approve the February 3, 2023 Agenda as presented.

Moved: Director Grant

Seconded: Director Bedford
Vote: *Motion Carried*

4. Disclosure of Conflict of Interest

None

5. Election of Board Officers

CEO Ouellette presented the 'FRSC Chairperson and Vice Chairperson' report, explaining the process for the election procedure for the Fundy Regional Service Commission Board as per the FRSC Procedural Bylaw, the Act and its regulations and Robert's Rules. It was explained that the election for the FRSC Board normally takes place at the FRSC annual general meeting which regularly occurs in May. However, due to the local governance reform changes, and the new composition of the FRSC, an election is needed during the first 2023 FRSC Board meeting.

Director John MacKenzie was introduced as the volunteer to help with the selection of Chairperson and Vice Chairperson roles. After reaching out to all board members, there were two (2) individuals that were interested in running for Chairperson, Director Merrifield, nominated by Director Bedford and Director O'Hara, nominated by Director Grant.

Director MacKenzie called three times for nominations for Chairperson, no other nominations were received. An election via secret ballot took place and results were tallied by Director MacKenzie and CEO Ouellette.

Motion: To acclaim Libby O'Hara as Chairperson until December 31st, 2023 or until the FRSC Board elects a new chairperson and vice chairperson.

Moved: Director Grant
Seconded: Director Merrifield
Vote: *Motion Carried*

Director MacKenzie explained that there was only one (1) candidate interested in the position of Vice Chairperson, Director Bedford, nominated by Director Merrifield.

Director MacKenzie called three (3) times for nominations for Vice Chairperson, no other nominations were received.

Motion: To acclaim Jim Bedford as Vice Chairperson until December 31st, 2023, or until the FRSC Board elects a new chairperson and vice chairperson.

Moved: Director O'Hara
Seconded: Director Merrifield
Vote: *Motion Carried*

Chairperson O'Hara called for a motion to adjourn.

Motion: To adjourn the meeting at 1:18 p.m.

Moved: Director MacKenzie
Vote: *Motion Carried*

APPROVED (date) Feb. 16, 2023

Libby O'Hara
Libby O'Hara, Chairperson

Alicia Raynes
Alicia Raynes, Recording Secretary