



Regular Monthly Meeting

March 25, 2019

Minutes of the meeting of the Board of Directors of Fundy Regional Service Commission held on Monday, March 25, 2019, at 10 Crane Mountain Rd., Saint John NB.

1. Call to Order

The Board Chairperson, Gary Clark, called the regular board meeting to order at 10:50 a.m.

2. Record of Attendance

Gary Clark	Chairperson
Glen Baxter	Vice Chairperson
Bette Anne Chatterton	Mayor, St. Martins
Don Darling	Mayor, Saint John
Grace Losier	Mayor, Grand Bay-Westfield
Nancy Grant	Mayor, Rothesay
Brenda Rathburn	Local Service District Representative
Jim Bedford	Local Service District Representative
John Cairns	Local Service District Representative

OTHERS

Marc MacLeod, Executive Director, FRSC

Sharon Matthews, Recording Secretary, FRSC

Nick Cameron, Recreation Facilitator, FRSC

Brian Shannon, Building Inspector/Development Officer, FRSC

3. Approval of the Order of Business

The Chairperson asked for approval of the Order of Business

Motion: To approve the March 25, 2019 Agenda as presented with the addition of 8.(b) Staff Raise and 9.(c) PRAC Appointee.

Moved: Director Losier

Seconded: Director Rathburn

Vote: Motion Carried

4. Disclosure of Conflict of Interest

None

5. Approval of the Minutes

Motion: To approve the January 28, 2019 minutes.

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

6. Recreation – Ice Strategy Update

Nick Cameron, Recreation Facilitator presented a Regional Ice Strategy Update to the Commission and asked for the following recommendation.

To move forward with the development of a regional funding model as presented.

Motion: To table recommendation in report and take back to the communities his request.

Moved: Director Darling
Seconded: No Seconder
Vote: *Motion Not Carried*

Motion: To apply for Grant to proceed as recommended.

Moved: Director Losier
Seconded: Director Grant
Nay: Director Darling, Cairns, Rathburn, Baxter, and Bedford
Vote: *Motion Defeated*

Motion: That the Directors take the information provided by Director Darling, prior to the meeting (email body attached), back to their Councils for further consideration.

Moved: Director Darling
Seconded: Director Losier
Vote: *Motion Carried*

7. CMEI

a. KBM Community Centre

Dale Van Tassel, Treasurer of the KBM Community Centre gave the Commission a presentation on what the community centre has been doing in 2018 under the new Board and the building upgrade plans for 2019 which they have submitted a grant application for. During the presentation Barry Freeze, Coordinator of Community Development and Programming, City of Saint John was invited to speak on behalf of the KBM on the finances.

Chair Clark thanked them for their presentation and suggested they come back with a business plan.

Motion: To receive and file KBM Community Centre presentation.

Moved: Director Losier
Seconded: Director Rathburn
Vote: *Motion Carried*

Motion: To have Marc MacLeod go forward with further information.

Moved: Director Darling
Seconded: Director Losier
Vote: *Motion Carried*

b. Annual Community Projects

Motion: To table the Annual Community Projects until next meeting.

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

8. Finance

a. Site Supervisor – Vacation Payout

Motion: The Commission approve the payout of 12 days to Chris Harned and the remaining five days be carried over into 2019 to be funded from operations in 2019.

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

b. Staff Raise

Motion: To approve a staff salary increase of 1.75% effective January 1, 2019.

Moved: Director Losier
Seconded: Director Rathburn
Vote: *Motion Carried*
Nay: Don Darling

9. Planning

a. PRAC Bylaw Amendments

Brian Shannon, Building Inspector/Development Officer, FRSC reviewed the proposed changes to the Planning Review and Adjustment Committee (PRAC) Bylaw and Operating Procedures with the Board for consideration and approval.

Motion: The proposed changes, as presented, of the Planning Review and Adjustment Committee Bylaw and Operating Procedures be approved.

Moved: Director Baxter
Seconded: Director Rathburn
Vote: *Motion Carried*

b. Planning Annual Report 2018

Brian Shannon, Building Inspector/Development Officer, FRSC presented the Planning and Building Services Department 2018 Annual Report to the Board. It was noted that under the Building Permit and Inspection division, yearend construction values for 2018 was the second highest year to date for rural areas of FRSC.

Motion: To receive and file the Planning Annual Report for 2018.

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

c. PRAC Appointee

The Development Officer recommended that the Fundy Regional Service Commission reappoint current PRAC members Glen Baxter, Ron Bridges, and Brenda Rathburn and appoint new member Donna Murchison, all to four-year terms as per the Planning Review Adjustment Committee Bylaws.

Motion: To appoint new PRAC member Donna Murchison.

Moved: Director Losier
Seconded: Director Rathburn
Vote: *Motion Carried*

Motion: To reappoint current PRAC members Glen Baxter, Ron Bridges, and Brenda Rathburn.

Moved: Director Losier
Seconded: Director Bedford
Vote: *Motion Carried*

Chairperson Clark called for a motion to adjourn.

Motion: To adjourn the meeting at 12:24 pm.

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

APPROVED (date) May 8th, 2019

Gary Clark
Gary Clark, Chairperson

Sharon Matthews
Sharon Matthews, Recording Secretary