

**Regional Service Commission 11 – Board of Directors Meeting
Minutes of April 2, 2019
860 Prospect Street**

In attendance:

*Robert Powell, Mayor of Oromocto	Bev Forbes, Mayor of Millville	Ian Kitchen, Mayor of Nackawic
Mike Chamberlain, LSD Director	Debby Peck, LSD Director	Mike Blaney, Mayor of Gagetown
Judy Wilson-Shee, Mayor of New Maryland	Susan Cassidy, Mayor of Hanwell	Leo Kolijn, LSD Director
Steven Hicks, Deputy Mayor of Fredericton	*Daryl Prince, LSD Director	*Erica Barnett, Mayor of Minto
John Bigger, Mayor of Fredericton Junction	Peter Morrison, LSD Director	Eleanor Lindsay, LSD Director
Carson Atkinson, Mayor of Chipman		

**participated by telephone*

1. Call to Order

Don Fitzgerald, Executive Director, called the meeting to order at 6:30 pm. He stated that the terms of Chair and Vice Chair have expired so the first order of business is to elect someone for these positions.

2. Attendance

Attendance was taken.

Mr. Fitzgerald stated that the process for nominating the Chair and Vice Chair are outlined in procedural by-law 2.5.1.

3. Election of Chair

Don Fitzgerald called for nominations and self-nominations for the election of the Chair.

Judy Wilson-Shee was nominated by Mike Chamberlain and seconded by Peter Morrison. Judy Wilson-Shee accepted the nomination.

Judy Wilson-Shee was declared Chair by acclamation.

4. Election of Vice-Chair

Judy Wilson-Shee asked for nominations for the position of Vice-Chair.

John Bigger was nominated by Eleanor Lindsay and seconded by Leo Kolijn. John Bigger accepted the nomination.

Peter Morrison was nominated by Debby Peck and seconded by Susan Cassidy. Peter Morrison did not accept the nomination.

Mike Chamberlain was nominated by Peter Morrison seconded by Bev Forbes. Mike Chamberlain accepted the nomination.

Ballots were distributed to directors for voting.

Judy Wilson-Shee declared Mike Chamberlain as Vice-Chair.

5. Approval of Agenda

ON MOTION BY Carson Atkinson, seconded by Ian Kitchen, the Board approve the agenda of April 2, 2019.

MOTION CARRIED UNANIMOUSLY

6. Conflict of Interest Disclosure

There were no conflicts of interest declared.

7. Adoption of Minutes - March 5, 2019

ON MOTION BY Debby Peck, seconded by Mike Blaney, the Board approve the minutes of March 5, 2019.

MOTION CARRIED UNANIMOUSLY

8. Committee Reports

a. Audit Committee

ON MOTION BY Robert Powell, seconded by Mike Chamberlain, the Board receive the report of the Audit Committee dated April 2, 2019.

MOTION CARRIED UNANIMOUSLY

ON MOTION BY Robert Powell, seconded by Mike Blaney, the Board receive and approve the December 31, 2018 draft financial statements of Regional Service Commission 11.

MOTION CARRIED UNANIMOUSLY

b. Governance Committee Report

ON MOTION BY Carson Atkinson, seconded by Debby Peck, the Board receive the report of the Governance Committee dated April 2, 2019.

MOTION CARRIED UNANIMOUSLY

ON MOTION BY Carson Atkinson, seconded by Debby Peck, the Board of Regional Service Commission 11 adopt the Procedural By-Law P-6 and that the Procedural By-Law P-5 (dated April 3, 2018) be repealed.

MOTION CARRIED UNANIMOUSLY

ON MOTION BY Carson Atkinson, seconded by Debby Peck, the Board of Regional Service Commission 11 adopt the Planning Review and Adjustment Committee By-Law (PRAC 4) and that PRAC 3 (dated April 4, 2017) be repealed.

MOTION CARRIED UNANIMOUSLY

9. Staff Reports

a. Staff Report – Auditor Appointment

BE IT RESOLVED that the Board appoint the firm of MacMillan Lawrence and Lawrence as auditors for Regional Service Commission 11 for the fiscal year ending December 31, 2019.

ON MOTION BY Carson Atkinson, seconded by Peter Morrison.

MOTION CARRIED UNANIMOUSLY

10. Adjournment

ON MOTION BY Peter Morrison, seconded by Eleanor Lindsay, the meeting was adjourned at 7:30 pm.

Minutes recorded by Wendy Constable.

Judy Wilson-Shee, Chair RSC 11

Don Fitzgerald, Executive Director RSC 11