



**Fundy Regional
Service Commission**

**Commission de Services
Régionaux de Fundy**

**Regular Monthly Meeting
July 12, 2017**

Minutes of the meeting of the Board of Directors of Fundy Regional Service Commission (FRSC) held on Wednesday, July 12, 2017, at 10 Crane Mountain, Saint John.

1. Call to Order

The Board Vice Chairperson, Glen Baxter, called the regular board meeting to order at 10:30 a.m.

2. Record of Attendance

Gary Clark, Chairperson, Mayor, Quispamsis (Absent)
Glen Baxter, Vice Chairperson, Local Service District Representative
Bette Ann Chatterton, Mayor, St. Martins
Don Darling, Mayor, Saint John (Absent)
Grace Losier, Mayor, Grand Bay-Westfield
Nancy Grant, Mayor, Rothesay
Brenda Rathburn, Local Service District Representative
David Rogers, Local Service District Representative
Sandra Speight, Local Service District Representative

OTHERS

Marc MacLeod, Executive Director, FRSC
Amanda Henderson, Operations Administrator, Recording Secretary, FRSC
Terry Keating, Dept. of Environment & Local Gov't, FRSC
Brian Shannon, Building Inspector, FRSC
Nick Cameron, Recreation Facilitator, FRSC
Brenda MacCallum, Public Relations & Program Development Officer, FRSC

3. Approval of Order of Business

The meeting Chair asked to have item 10(a) added to the agenda to address the newly appointed nominee for the Saint John Airport Committee.

Motion: To adopt 10(a) as a topic for the appointment of the Saint John Airport Committee nominee.

Moved: Director Rogers
Seconded: Director Grant
Vote: Motion Carried

4. Disclosure of Conflict of Interest

None

5. Approval of Minutes

Motion: To approve the May 30th, 2017 Annual General Meeting minutes.

Moved: Director Chatterton
Seconded: Director Rathburn
Vote: Motion Carried

6. ONB

On May 30th 2017, we tabled to have further discussion on Minister Roger Melanson's presentation regarding the opportunity of partnering, through a Memorandum of Understanding (MOU), with ONB in creating Regional Economic Development plan. The proposed commitment to the Regional Economic Development Plan and additional staff for Regional Economic Development was received favourably. However, concern was raised about the lack of resources within the Commission to support the MOU. It was acknowledged that any work regarding Economic Development would need to be outsourced. The commitment to Enterprise SJ (ESJ) was also discussed and the need to work and locate with ESJ into the future. Lack of resources on site and physical location were also discussed. Additionally, the Commission would propose to review the commitment annually and would reassess in a minimum of three years.

Motion: To conditionally accept the Memorandum of Understanding (MOU) providing ONB aligns with Enterprise SJ and that the resources and staff are located with Enterprise SJ staff.

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

7. Cell 8

The consulting engineer, Gemtec, has informed staff that the cell 8 footprint is very wet after clear cutting. There is concern that Spring weather may delay construction next year. There is reserve in the Capital Fund to construct the under drain and some gravel berm portion of the cell 8 base before Spring without borrowing. It is recommended that the Commission authorise the issue of a tender to install the first portion of the construction of the new cell 8.

Motion: To approve the issuing of a tender for the first portion of the construction of the underdrain and gravel berm portion of cell 8.

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

8. Recreation Presentation

An update on recreation was presented by Recreation Facilitator Nick Cameron. During the presentation, Director Grant opposed the use of the word “Charter” for the ice strategy group as having a predetermined conclusion and its use was questioned as being appropriate for the circumstance. Mr. Cameron clarified the use of the word was from a specific training manual from the Project Management Institute, but agreed moving forward that “Terms of Reference” would replace “Charter”.

Motion: To receive and file the recreation presentation as presented by Nick Cameron.

Moved: Director Rathburn
Seconded: Director Chatterton
Vote: Motion Carried

9. Building and Planning Report

Motion: To receive and file the building and planning report as presented by Brian Shannon.

Moved: Director Losier
Seconded: Director Rogers
Vote: Motion Carried

10. Next Meeting

It was discussed at our Monthly Board Meetings will need to be moved from Tuesday to another day to accommodate Chair Clark's work schedule.

Motion: To tentatively schedule the Monthly Board Meeting on the 4th Monday of the month.

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

10(a). Saint John Airport Board of Director Appointee

The FRSC Board of Directors discussed Shiloh Boucher as a recommendation for the appointment to the Saint John Airport Committee.

Motion: To recommend that Shiloh Boucher be appointed as nominee as Board of Director for the Saint John Airport Committee.

Moved: Director Losier
Seconded: Director Chatterton
Vote: Motion Carried

11. Motion to Adjourn

Vice Chairperson Baxter called for a motion to adjourn.

Motion: To adjourn the meeting at 11:44 am.

Moved: Director Speight
Seconded: Director Grant
Vote: Motion Carried

APPROVED (date) October 16 2017



Glen Baxter, Vice Chairperson



Amanda Henderson, Recording Secretary