



## Southwest New Brunswick Service Commission Board Meeting – February 23, 2023, 6:00 pm

Commission Members, Guests & Staff Present:  
(Absent members printed in bold and italics)

Harvey Matthews – Campobello	Ken Stannix – McAdam
John Craig – Eastern Charlotte	Jim Tubbs – Rural District
Brad Henderson – St. Andrews	Allan MacEachern – St. Stephen
Bonnie Morse – Grand Manan	Denny Cogswell – Fundy Shores
Hollis Bartlett – CEO	Claudette MacLean – Corporate Director
Jason Gaudet – Eastern Charlotte	Darren McCabe – Manager, SW Rural District
Chris Rayner – Grand Manan	Linda Sullivan Brown – Fundy Shores

Call to order:

Chair, Ken Stannix called the meeting to order at 6:02 pm.

Declaration of Quorum, Acknowledgement of Visitors:

Live streamed via YouTube.

Conflict of Interest Declarations:

There were no conflicts of interest declared.

Adoption of Agenda:

23-08 It was moved by Allan MacEachern and seconded by Harvey Matthews to accept the agenda with two additions: RCMP meeting request & grant offered by the province for Health Services under New Business.

MOTION CARRIED UNANIMOUSLY

Adoption of Minutes:

23-09 It was moved by Allen MacEachern and seconded by Denny Cogswell to accept the minutes of January 26, 2023, as presented.

MOTION CARRIED UNANIMOUSLY

Business Arising from Previous Meetings:

Committees & Nominees

The CEO presented a listing of all standing committees and recommended appointees. There are additional appointments to be made for St. Stephen, St. Andrews, McAdam, Grand Manan, and Fundy Shores as well as a few corrections.

23-10 It was moved by John Craig, seconded by Denny Cogswell that the list presented be accepted with additions made by motion at future meetings.

MOTION CARRIED UNANIMOUSLY



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### Satellite office update

The CEO gave an update on the plans for a satellite office in Eastern Charlotte. The Commission owns an office trailer that has been on the landfill site for some time. It will need a bit of initial work but is already an owned asset, so there will be minimal cost to the Commission. Hollis is speaking with a potential co-tenant and will have more information at the next meeting.

### Charlotte County Ground Search and Rescue update

Nothing new to report.

### RFP – Strategic Planning

The Province has provided some financing for the strategic plan update. A request for proposals has been prepared and will be brought back to the next board meeting for discussion and a motion for approval.

### SNBSC By-laws update

The Provincial Government accepted a proposal from a private company to review and update all regional service commissions' bylaws. This is scheduled to be completed by the end of March and will include the PRAC bylaws updates as well.

Ken Stannix wanted to discuss the commission mandates and wanted everyone to understand the commission is not an arm of the provincial government. Mandates can be changed within provincial guidelines. Brad Henderson expressed the need to educate the public about this as during the municipal reform, the public was somewhat led to believe the commission was becoming an extension of the government.

### New Business:

The CEO was contacted by the RCMP requesting to meet with the Board to present their Q3 report. Bonnie Morse suggested it be a joint meeting with the Public Safety Committee. The tentative date will be the March 2023 meeting of the Committee of the Whole.

The CEO received program details of funds available for community programs to attract and retain healthcare workers to the province. The first year will be \$ 100,000 to build capacity, establish a team and develop a marketing strategy. An annual grant of \$ 50,000 will follow for recruitment and retention initiatives, marketing planning, and community assets identification and utilization.

23-11 It was moved by Denny Cogswell by seconded Jim Tubbs that an application be submitted for the program.

MOTION CARRIED UNANIMOUSLY

Harvey Matthews questioned if anything has moved forward on cell phone towers being installed in this area.



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### Committee & Staff Reports:

#### CEO's Report

The CEO reviewed this report which was circulated with the board package.

#### Financial Update

A copy was included in the board package. This is not a financial statement.

### Date & time of next regular meeting:

The next meeting of the Southwest New Brunswick Service Commission will be Thursday, March 23<sup>rd</sup>, 2023 @ 6:00 pm at the Planning Office, 33 Wall Street, St. Stephen.

The working session meeting will be on March 9<sup>th</sup> at 6 pm.

### Q&A with the Public:

### Adjournment:

It was moved by John Craig to adjourn at 7:20 pm.