

SOUTHWEST NEW BRUNSWICK SERVICE COMMISSION

BOARD MEETING

6:00 P.M., Thursday, March 23, 2017

Administration Building, Hemlock Knoll, Lawrence Station, NB

MINUTES

IN ATTENDANCE:

BOARD MEMBERS

Joyce Wright, LSD Dennis Weston
Garry Christie, LSD St. Patrick
Terry James, Village of Blacks Harbour
Wade Greenlaw, LSD Dufferin
Ken Stannix, Village of McAdam
Dennis Blair, LSD McAdam / St. Croix
Winston Gamblin, Village of Harvey
Doug Naish, Town of St. Andrews
Crystal Cook, Town of St. George
Carla Brown, LSD St. David
Heather Hatt, LSD Fundy Bay
Annette Townes, LSD St. James
David Szemerda, LSD Pennfield
James Tubbs, LSD Dumbarton

STAFF

Frank Tenhave, Executive Director, SNBSC
Claudette MacLean, Secretary to the Board, SNBSC
Mark Porter, Financial Officer, SNBSC
Dan Harrington, Director of Solid Waste/Planning

MEMBERS OF THE PUBLIC

Presenters:

Connie Courcy, Department of Public Safety
John Jursina, Department of Public Safety
Mike Comeau, Department of Public Safety
Tony Weber, Environment and Local Government
Ally Ferris, Environment and Local Government

Seven members of the public were in attendance.

Call to Order

The Chairperson, Joyce Wright, called the meeting to order at approx. 6:03 p.m.

She indicated that there were 14 Board members present at the table and thus quorum was declared. A check of the conference calling system showed that there were no members in attendance via Conference Call. She also welcomed the presenter and members of the public for attending.

Conflict of Interest Declarations

The Chair asked all members to declare any conflicts of interest that they may be in. No conflicts were declared.

Adoption of Agenda

The chair asked for a motion to approve the agenda for the meeting that was projected on the screen.

17-16 It was moved by G. Christie, seconded by W. Greenlaw that the agenda be accepted as presented. CARRIED.

Public Presentation

John Jursina, introduced all the presenters to the Board. He made note that they were not only from the Department of Public Safety but also from the Department of Environment and Local Government. There were brief remarks from ADM Mike Comeau then Connie Courcy proceeded to present a PowerPoint Presentation on Provincial Policing in New Brunswick. She reviewed how the Provincial Police Service Agreement is reached amongst all the provinces/territories and the federal government ours being a 70% provincial and 30% federal cost sharing structure. This agreement is a 20 year agreement, but with reviews every 5 years. There is a national Contract Management Committee that holds bi-annually meetings to go current and evolving costs, as well as quality of police services.

The billing model for this province is through a regional structure (the 12 RSCs) with some provincial-municipal sub-agreements, and which is based on a 3-tier system. There is one standard formula for this agreement which is designed to provide an equitable cost-sharing model, so that regions and communities pay on a "pooled" cost basis with adjustments based on the resources (cost) to provide adequate policing services. The RCMP determine what those are. The majority of the funds go to Tier 1. Tier 1 cost include personnel salaries, benefits, transportation, equipment, material, supplies, etc. Tier 2 cost include the more specialized services like major crime, police dogs, etc.

Connie then went on to explain more specifically how the SNBSC is billed for services that they receive from the RCMP. The formula for tier 1 is based on how many members are in the service region. The tier 2 formula is based on population and property assessment.

Many questions from board members and public were asked and answered.

The PowerPoint presentation that Connie presented would be emailed out to all the Board members in the near future.

Adoption of Minutes

The Chair then referred to the next agenda item which were the minutes of the last Board meeting. They had been e-mailed out prior to the meeting - and were now being projected on the screen. She indicated that all have had the opportunity to review them and thus she was looking for a motion to approve.

17-17 It was moved by A. Townes, seconded by G. Christie that the minutes of the February 23, 2017 Regular Board meeting is approved as circulated. CARRIED.

Business Arising from the Previous Meetings

Draft letter to ELG Minister requesting LSD Gas Tax Information

The Chair moved on to the next agenda item and referred all to a letter on this item that was circulated to everyone well before the meeting and was up on the screen. There was little further discussion of it.

17-18 It was moved by A. Townes, seconded by G. Christie that the letter requesting information on the LSD Gas Tax rebate that was circulated be sent to Minister Serge Rousselle, QC. CARRIED.

New Business

Discussion and Direction regarding the Annual General Meeting (AGM)

The Chair, stated that this discussion would be best deal with as part of the discussion of the he Finance and Audit Report given that that committee had discussed this at length due to the need to coordinated the timing of several items with the Audit process.

Committee and Staff Reports

Community Policing Committee Report

The Chair then moved to the next agenda item and asked Carla Brown, Vice-chair of the Community Policing Committee to take the floor. Carla referred all to the CPC Report that all had received prior to the meeting and to the report up on the screen. At the last meeting, the top policing priorities was established for the 2017/18 year. These priorities was the same as the last few years. Work has begun on the policy and procedures guidelines/manual for the new speed sign, with the warm weather coming this will be put into use in the near future. The CPC TV programs that were recorded have started to air on CHCO TV.

The next meeting of the CPC will be Thursday, May 11th, 2017 @ 6 pm at the Oak Bay Hall.

Planning Management Committee Report

The Chair then moved to the next agenda item and asked David Szemerda, Chair of the Planning Management Committee to take the floor. David referred all to the PMC Report that all had received prior to the meeting and to the report showing up on the screen. The PMC has been

working on revising the Planning Review and Adjustment Committee (PRAC) bylaws. Once the PMC members are satisfied with the changes, these changes will be brought to the board. This committee along with staff will be working on a generic rural plan "model" for the region area, as may be required under the new legislation. This would be a very basic plan that would fit with all existing and near future rural plans, possibly evolving into the basis of a regional plan. The committee had a qualified person that it wished to add to the committee.

17-19 It was moved by D. Szemerda, seconded by W. Gamblin that the board accept the recommendation of the PMC and appoint Bill Campbell to the Planning Management Committee. CARRIED.

Finance and Audit Report

The Chair then moved to the next agenda item and asked Winston Gamblin, Chair of the Finance and Audit Committee to take the floor. Winston referred all to the Finance and Audit Report that all had received prior to the meeting and to the report showing up on the screen. The Finance and Audit committee meet with the Auditor, James Bogart. The Auditor advised the Finance and Audit committee that he had no concerns with fraud or malfeasance at this Commission. He did recommend some items that he felt could be improved on. The Finance and Audit committee also meet with Geoff Mitchel of RBC regarding the investment policy which currently limits investment in the US. After much discussion on the Investment Policy of this Commission, it would like to make a few changes to this policy.

17-20 It was moved by W. Gamblin, seconded by J. Tubbs that the Board approve changes to our investment policy such that instruct staff and RBC to change our limits such that the upper limit of US equity investment now be increased to 20% from the current 10 % and correspondingly that the upper limit on Canadian equity investments be reduced from 50% down to 40%. CARRIED. D. Szemerda voted NAY

The Finance and Audit committee also reviewed the increase in charges that WorkSafe NB charged this Commission. This rate increased by 60%. There was no details on the billing as to why this increase occurred. This dramatic increase was of concern to the committee.

17-21 It was moved by W. Gamblin, seconded by T. James that the Board direct staff to prepare a letter from our Board chair to the head of Worksafe NB expressing our dissatisfaction with the latest increase and requesting specific information as to why such an increase was necessary. CARRIED.

The committee Chair then went on to discuss the date and time of the Annual General Meeting (AGM). Do to the requirements of the Auditing process, it was suggested that the regular board meeting be moved ahead of the AGM and a schedule of meetings followed to ensure that everything related to the Audit was ready for the AGM.

17-22 It was moved by A. Townes, seconded by G. Christie that the Southwest New Brunswick Service Commission Regular Board Meeting will be held April 27, 2017 at 4pm, at the Royal Canadian Legion in St. Stephen. CARRIED.

17-23 It was moved by W. Gamblin, seconded by T. James that the Southwest New Brunswick Service Commission Annual General Meeting will be held April 27, 2017 at 6pm, at the Royal Canadian Legion in St. Stephen. CARRIED.

When the elections of officers at the Annual General Meeting takes places, Terry James asked that her name stand as Member at Large on the Executive committee. She would be away at the time of the AGM and was planning to participate via teleconference but wanted this on the table in case something caused her not to be able to connect.

Regular Financial Report

The Chair then asked Mark Porter to give a brief outline of the monthly financial reports, which had been circulated prior to this meeting and are displayed on the screen. In summary, he indicated things were tracking closely to the budget.

Executive Directors Report

Executive Director, F. Tenhave gave a brief overview of his report that was projected on the screen. Just a quick note was mentioned that the LSD upcoming notice of elections was posted on the SNBSC website. A few questions were asked about the rural bus service for the region. In summary, he indicated that the proponents still did not know if the new Federal budget had funding for this kind of project in it.

Report on Collaborative Activity

Recreation Planning Committee Report

The Chair then moved to the next agenda item and asked Heather Hatt, vice-chair of the Recreation Planning Committee to take the floor. Heather referred all to the Recreation Planning Committee Report that all had received prior to the meeting and to the report showing up on the screen. This committee discussed funding programs that had been brought to the SNBSC board.

17-24 It was moved by H. Hatt, seconded by T. James that the Board approve the decision not to provide the \$8000.00 contribution, requested by the Trail Project proponents at the last Board meeting, at this time. CARRIED. Four members voted NAY.

17-25 It was moved by H. Hatt, seconded by T. James that all currently available funds within the Cooperative and Regional Services budget section, only as needed and only upon approval of the required financial support from Tourism, Heritage, and Culture programs, to be used to pay for the cost of hiring a qualified consulting company through an RFP process, to create this region's first Regional Recreation Plan in a timely fashion. CARRIED.

Date, Time and Location of Next Board Meeting:

The Chair informed that the next meeting of the Southwest New Brunswick Service Commission will be;

Regular Board meeting:

4:00 PM, Thursday, April 27, 2017 at the Royal Canadian Legion, St. Stephen, N.B.

Annual General Meeting:

6:00 PM, Thursday, April 27, 2017 at the Royal Canadian Legion, St. Stephen, N.B.

Question & Answer Period with Public in Attendance

The Chair asked for questions from the public present and none were forthcoming.

Adjournment

It was moved by G. Christie that the meeting adjourn (at approx. 8:32 p.m.)