



Southwest New Brunswick Service Commission Board Meeting – July 27, 2023 @ 5:30 pm

Commission Members, Guests & Staff Present:

John Craig – Eastern Charlotte

Jim Tubbs – Rural District

Ken Stannix – McAdam

Harvey Matthews – Campobello

Denny Cogswell – Fundy Shores

Hollis Bartlett – CEO

Meagan Tinker – Executive Assistant

Allan MacEachern – St. Stephen

Bonnie Morse, Grand Manan

Brad Henderson – St. Andrews

Jihad El Zamer, GemTec

Rhonda Hulan, Emergency Management Coordinator, Dept. of Justice & Public Safety

Call to Order & Recording of Member Attendance:

Chair, Ken Stannix called the meeting to order at 5:33pm

Declaration of Quorum, Acknowledgement of Visitors:

Live streamed via YouTube.

Conflict of Interest Declarations:

There were no conflicts of interest declared.

Adoption of Agenda:

23-28 *It was moved by Jim Tubbs and seconded by Harvey Matthews to accept the agenda as presented.*

MOTION CARRIED UNANIMOUSLY

Adoption of Minutes:

23-29 *It was moved by John Craig and seconded by Jim Tubbs to accept the minutes of Minutes of June 29, 2023.*

MOTION CARRIED UNANIMOUSLY

Business Arising from Previous Meetings:

23-30 *The Final Draft Strategic Plan was provided to the board earlier in the week for review. It was moved by John Craig to adopt the Draft Strategic Plan; Harvey Matthews seconds. Once open for comments, members of the board raised their concerns and questions. Upon discussion, John Craig modified the motion to adopt the Draft Strategic Plan for one year with quarterly reviews. It is seconded by Harvey Matthews.*

In Favor: 7 Opposed: 1

23-31 *Having reviewed and revised the By-Laws from the Board's recommended edits, It was moved by Jim Tubbs and seconded by Harvey Matthews to adopt the Revised Final Version of the updated By-Laws (Dated July 2023).*



Southwest New Brunswick Service Commission
Board Meeting – July 27, 2023 @ 5:30 pm

MOTION CARRIED UNANIMOUSLY

New Business:

In preparation for budget time, Hollis informs the Board of some budgetary items for 2024.

NO ACTION REQUIRED

Committee & Staff Reports:

CEO's Report:

Hollis presents the report to the board.

NO ACTION REQUIRED

Financial Update:

Hollis presents the financial report. There is no discussion.

NO ACTION REQUIRED

Date & time of next regular meeting:

Next scheduled Committee of the Whole meeting is August 10, 2023 @ 5:30pm.

The next meeting of the Southwest New Brunswick Service Commission will be **August 24, 2023**, at the Planning Office, 33 Wall Street, St. Stephen.

Chairperson, Ken Stannix discussed with the Board and Rhonda Hulan the new requirements for Scot AIRPACKS. He asks for more clarification from Rhonda by next meeting. He also asks about a potential meeting with Synergy, the Regional Economic Committee, and Future St, Stephen for sometime near the first of September.

Brad Henderson also noted to the Board about recent cell reception issues. Maybe a topic for next meeting.

Q&A with the Public:

There is none.

Adjournment:

It was moved by Jim Tubbs to adjourn at 7:15pm.

ALL IN FAVOR