

Southwest New Brunswick Service Commission

PLANNING REVIEW AND ADJUSTMENT COMMITTEE (PRAC)

MEETING #25-054 • Thursday, May 15, 2025

Online Meeting via Zoom and in person- Wall Street Office – St. Stephen

MEMBERS PRESENT:

Sam Walsh, Chair -Vance Johnson, Vice-Chair
Brian Cornish- Lorraine Thompson - Brenda Lynn Allison

STAFF PRESENT:

Alex Henderson, Planning Director

PUBLIC MEMBERS PRESENT/ZOOM:

CALL TO ORDER:

Chair **S. Walsh** called the meeting to order at 6:32 PM, took roll call (quorum established), and welcomed all in attendance.

1. APPROVAL OF AGENDA:

It was moved by **B. Cornish** and seconded by **L. Thompson** to “approve the agenda as written.”

Carried-Unanimously

2. APPROVAL OF MINUTES:

It was moved by **B. Lynn Allison**, seconded by **B. Cornish**, to approve the minutes with a change to the error, Item 25-03-01 has been changed to Item 25-04-01

Carried-Unanimously

3. DECLARATION OF CONFLICT OF INTEREST:

No conflicts were declared.

4. VIEWS ON BYLAWS AND REGULATIONS:

Alex Henderson presented a draft of the St. Stephen Municipal plan to the committee. The committee discussed the background information and an overall review of the document. A. Henderson also discussed the feedback received from the public presentation of this document. The committee discussed this draft and agreed by consensus that A. Henderson should send their feedback to the council.

5. PRAC Business:

Alex Henderson reviewed the process and regulations for the election of PRAC officers. He noted that the first elections would take place at this meeting, and the next election would take place in two years.

A. Henderson then called for Chairperson nominations

1st call **B. Cornish** nominates **S. Walsh** for Chair. He accepts the nomination.

2nd none

3rd none

Result: Sam Walsh was declared Chairperson by acclamation.

A. Henderson then called for Vice Chairperson nominations

1st call **B. Cornish** nominates **V. Johnson** for Vice Chairperson. He accepts the nomination.

2nd none.

3rd none.

Result: Vance Johnson was declared Vice Chairperson by acclamation

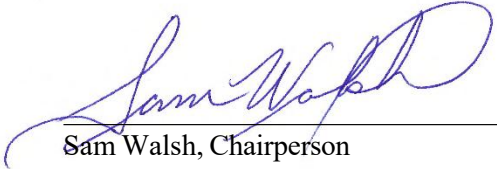
B Cornish discussed the possible adjustment to the committee members' meeting attendance and suggested that a system be put in place to ensure meeting attendance. After some committee discussion, it was suggested that if a meeting is cancelled, the option of rescheduling should be offered, or a timeline be created to ensure committee members are compensated for last-minute meeting cancellations. Alex Henderson discussed these options, noting that going forward, if any members have issues with expense claims, they should reach out to him for support.

6. NEXT MEETING TIME & LOCATION:

The next regular meeting will be June 19, 2025, @ 6:30 pm, at the 33 Wall Street Planning Office or via Zoom.

7. ADJOURNMENT:

With no further business, the meeting adjourned at 7:43 p.m.



Sam Walsh, Chairperson

Alex Henderson, Planning Director