Southwest New Brunswick Service Commission
Board Meeting – September 22, 2022, 6:00 pm

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

Winston Gamblin – Harvey
Heather Hatt – LSD
Dennis Blair – LSD
Wayne MacQuarrie – LSD
Sam Walsh - LSD
John Craig – Blacks Harbour
Annette Townes - LSD
Allan MacEachern – St. Stephen
Wade Greenlaw – LSD
Hollis Bartlett – Staff
Ken Anthony – Facilitator
Maurice Robichaud – Facilitator
Rhonda Hulan – GNB
Brian Glebe – LSD
Sheena Young – LSD
Glenn Hawkins– LSD
Harvey Matthews – Campobello
Ken Stannix – McAdam
Jim Tubbs – LSD
Brad Henderson – St. Andrews
John Detorakis – St. George
Roger Fitzsimmons – Grand Manan
Claudette MacLean – Staff
Mark Porter - Staff
Justin Hatt – Guest

Call to order

Chair, K. Stannix called the meeting to order at 6:00 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

22-31 It was moved by W. Gamblin and seconded by S. Walsh to accept the agenda as presented.

MOTION CARRIED UNANIMOUSLY

22-32 It was moved by W. MacQuarrie and seconded by H. Hatt to accept August 25, 2022, minutes as presented.

MOTION CARRIED UNANIMOUSLY

Business Arising from Previous Meetings

Local Governance Reform Update – H. Bartlett

A meeting was on August 31st to discuss the status of the respective services to be delivered through the region.

Public Safety: Rhonda Hulan, the Emergency Measures Coordinator hosted a meeting on September 20, 2022. Invitees include the RCMP, Fire Department(s), EMO, Fire Marshall's Office, and other community stakeholders. RSC # 10, in consultation with this group, will be revising the terms of reference for operations of the new Public Safety Committee. The committee will be external to the RSC board; however, there will be an opportunity for a board member to sit on this committee. The committee chairperson will communicate directly with the CEO, regarding the committee report for board circulation.

Community Development: The current Vibrant Communities board will be dissolved in November, with community development being a service delivered through the RSC. The current coordinator, Raymond Funk will now be the coordinator for Community Development. He will report directly to the CEO.

Community Development, Regional Transportation and Recreation, and Tourism Promotion personnel will be working at the planning building on Wall Street located in St. Stephen.

Regional Transportation: Eastern Charlotte Waterways received federal funding to purchase four electrical vehicles. The group is still working on the efficient use of vehicles. An outside committee with board representation; elected/staff, providers of transportation, and users will make up this committee.

Economic Development: A meeting will be scheduled with ONB, who will also be invited to serve on the Economic Development Committee in an advisory capacity. There will be one member from each of the three chambers and three at large community stakeholders. ONB, ACOA, and CBDC will be invited to have representation on the committee as a resource.

Tourism Promotion: An internal model, with responsibilities tasked to the current Recreation Coordinator. As a means of providing direction, the coordinator will be seeking funding to provide a plan. The committee of the board will be known as the Recreation and Tourism Committee, with representation from current sitting members and/or new members.

Sport, Recreation & Cultural Infrastructure Cost-Sharing: Facilities in the region are local in operation and are owned by the municipality, as is the case in St. Stephen and Eastern Charlotte.

Update of SNBSC bylaws

The Commission asked the CEO to draft new bylaws for January 2023. In January, when the new board sits, they can go through and make any changes as necessary. W. Greenlaw noted he has a list of bylaws to put forward. K. Stannix informed all members are welcome to bring forward any recommendations.

22-33 It was moved by G. Hawkins, seconded by S. Walsh to extend the PRAC members with terms that are expiring for an additional six months.

MOTION CARRIED UNANIMOUSLY

New Business

H. Bartlett presented an organization chart showing the current model as well as the upcoming 2023 including the three additional employees to be hired to cover the new mandated services. S. Walsh questioned the reason for the Commission to collect the fees for recreation, and then distributed them back to the communities. K. Stannix noted it would be discussed with the new Board in the new year.
H. Bartlett then moved to the 2022/2023 comparative budgets showing an increase in costs of about 1.5 million dollars: partly due to the additional mandates as well as inflation costs.
The last item was the per diem allotments. H. Bartlett asked his colleagues if there were any plans to change the amount. D. Blair suggested it be looked at it three months into the new year once the workload is understood.

Committee & Staff Reports

Health Committee Report – J. Detorakis

Mayor Detorakis hosted a Health Committee meeting on September 9th. The discussion focused on research on collaborative clinic models for delivering primary health care and some anecdotal evidence on what deters new doctors from coming to rural New Brunswick.
Going forward the executives of Horizon suggested that our region needs to set up a group that will engage Horizon in communicating the needs of the proposed solution for primary health care delivery in Charlotte County. A second group operating with terms comparable to this committee exists. Horizon urged these groups to join and speak on behalf of the Charlotte County communities. A second meeting with Horizon executives will be set up to discuss specific solutions we propose.

Executive Directors Report

H. Bartlett gave an overview of the Executive Directors Report was circulated with the Board packages.

Financial Report

M. Porter gave an overview of the August 2022 financial statement which was circulated with the Board Packages.

22-34 It was moved by W. Gamblin and seconded by S. Walsh to transfer $ 10,000 from the Local Planning Services Operating Fund to the Local Planning Services Capital Reserve Fund. This transfer was included in the approved 2022 budget.

MOTION CARRIED UNANIMOUSLY

22-35 It was moved by W. Gamblin and seconded by S. Walsh to transfer $ 60,000 from the Local Planning Services Capital Reserve Fund to the Local Planning Services Capital Fund for the purchase of two vehicles.

MOTION CARRIED with one NAY vote.

Q&A with the Public

W. Gamblin and K. Stannix extended appreciation to the board and staff for their dedication and commitment over the years.

Adjournment

It was moved by D. Blair to adjourn at 7:21 pm.

Minutes recorded via YouTube and transcribed by Claudette MacLean, Staff.

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Ken Stannix, Chair, SNBSC

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Hollis Bartlett, Executive Director, SNBSC