

**Meeting of the Board of directors**

**Regional Service Commission #6**

**February 21st, 2013**

**7:00pm**

**Acadieville Community Center**

## **1. CALL TO ORDER**

The Chairman, M. Marc Henrie, calls the meeting to order at 7:15pm. He welcomes the assembly.

## **2. ATTENDEES**

### **Members of the Board of directors**

- **Marc Henrie, Chairman of the RSC#6 and LSD of Saint-Paul**
- **David Hanson, Vice chairman of the RSC#6 and Mayor of the Village of Rexton**
- **Roger Richard (LSD of Acadieville)**
- **Docile Cormier (LSD of Carleton)**
- **Henri E. Saulnier (LSD of Sainte-Anne-de-Kent)**
- **Roger Després (LSD of Cocagne)**
- **Élie Thébeau (LSD of Saint-Ignace)**
- **Aldéo Saulnier, Mayor of the Town of Bouctouche**
- **Roger Doiron, Mayor of the Town of Richibucto**
- **Roseline Maillet, Mayor of the Village of Saint-Antoine**
- **Pierrette Robichaud, Mayor of the Village of Rogersville**
- **Danielle Dugas, Mayor of the Village of Saint-Louis**

### **Other attendees**

- **Paul Lang, Executive Director of the RSC#6**
- **Daniel Goguen, Transition Committee member and Manager, Local Services, Richibucto office**
- **André Cormier, Executive Director – Town of Bouctouche**
- **Angèle McCaie, Executive Director – Village of Rogersville**
- **Gérald Fournier, Executive Director \_\_\_\_ - Village of Rogersville**
- **Tanya Collette, Administrative assistant of the RSC#6**

### **Absent**

- **Germaine Montague (LSD of Dundas)**
- **Éric Arsenault (LSD of Grande-Digue)**
- **Bonar Morton (Substitut LSD of Weldford)**
- **Tina Beers (LSD of Harcourt)**
- **Allan Marsh (LSD of Saint-Charles)**
- **Roger Després (LSD of Cocagne)**
- **Herman Maillet (Substitut LSD of Sainte-Marie)**

### **3. CONFLICT OF INTEREST DECLARATIONS**

No conflict of interest declarations

### **4. ADOPTION OF THE AGENDA**

2013-27

It was moved by David Hanson, seconded by Danielle Dugas that the agenda be accepted as presented.

### **5. ADOPTION OF THE MINUTES - MEETING JANUARY 17th, 2013**

2013-28

It was moved by Roseline Maillet, seconded by Docile Cormier that the January 17<sup>th</sup>, 2013 meeting be accepted as presented with corrections to the French version.

Motion carried

### **6. BUSINESS ARISING FROM THE MINUTES**

#### **a. Nomination on the Solid Waste Technical committee members**

WHEREAS the board of directors of the RSC#6 recognized the importance of having a Solid Waste Technical committee.

WHEREAS during the meeting held on December 15th, 2012 it was asked to propose nominations for the Kent Solid Waste Technical committee.

WHEREAS the board of directors of the RSC#6 decided on (6) members to form the Kent Solid Waste Technical committee.

Here are the nominations for the Solid Waste technical committee received prior to the meeting.

ROLAND FOUGÈRE, councilor /assistant mayor for the Town of Bouctouche  
RONALD CORMIER, councilor/assistant mayor of the Village of Saint-Antoine  
JOCELYNE BOURQUE, councilor /assistant mayor of the Village of Rogersville  
RAYMOND MURPHY, Village of Rexton  
BARRY SPENCER, Village of Saint-Louis  
DOUGLAS MACDONALD, LSD of Kouchibouguac  
ARCHILLE BASTARACHE, LSD of Wellington  
NEIL LEBLANC, LSD de Grande-Digue

The Chairman asks three (3) times if there are other nominations.

2013-29

It was moved by Pierrette Robichaud, seconded by Aldéo Saulnier that the nomination stops.

Motion carried

2013-30

It is moved by Roger Doiron, seconded by Roger Richard that the assembly proceeds to an election to elect 6 members for the Solid Waste technical committee.

Motion carried

2013-31

It is moved by Roger Doiron, seconded by Aldéo Saulnier that we name Mr. Daniel Goguen and Mr. Gerald Fournier as responsible for the election ballots.

Motion carried

2013-32

It is moved by Aldéo Saulnier, seconded by Roger Doiron that we destroy the ballots at the end of the election.

Motion carried

Mr. Goguen reads the results:

Roland Fougère	7
Douglas MacDonald	9
Archille Bastarache	8
Jocelyne Bourque	9
Barry Spencer	9

Tie

Raymond Murphy  
Ronald Cormier  
Neil LeBlanc

The assembly proceeds to election to elect a 6<sup>th</sup> member to the Solid Waste technical committee.

M. Goguen reads the results:

Raymond Murphy	4
Ronald Cormier	5
Neil LeBlanc	1

**Members of Solid Waste technical committee**

Roland Fougère, councilor/assistant mayor of the Town of Bouctouche  
Douglas MacDonald, LSD of Kouchibouguac  
Archille Bastarache, LSD of Wellington  
Jocelyne Bourque, councilor/assistant mayor of the Village of Rogersville  
Barry Spencer, Village of Saint-Louis  
Ronald Cormier, councillor/assistant mayor of the Village of Saint-Antoine

2013-33

It is moved by Pierrette Robichaud, seconded by Roger Doiron that the RSC#6 accepts the nominations as presented.

Motion carried

**b. Liability and Directors and officers Insurance**

WHEREAS the RSC#6 board of directors adopted a resolution on January 17<sup>th</sup>, 2013 to give the AFMNB authority to verify the best insurance rates for the RSC's.

WHEREAS after their examination with independent experts, an Insurance agent was retained for (4) RSC regions (RSC 1,2,3,4).

WHEREAS the AFMNB has verified the best insurance rates for the RSC6.

WHEREAS the Insurance premium offered by the BFL Canada, the agent retained by the AFMNB, was \$26 000 and the RSC budget for Insurance is only \$8000.

2013-34

It is therefore resolved that after the AFMNB's analysis, it is not profitable for the RSC6 to join the group Insurance with the AFMNB and that the board of directors recommends the executive director to renew the existing policy with certain modifications, this for one year in order to have sufficient time to complete the a full analysis of the Insurance file and to have the best rates for the RSC#6.

Moved by: Aldéo Saulnier

Seconded by: David Hanson

Motion carried

**7. PRESENTATIONS**

NO REQUEST FOR PUBLIC PRESENTATION HAS BEEN MADE

**8. COMMITTEE REPORT**

**a) Finance**

2013-35

It is moved by Roseline Maillet, seconded by Docile Cormier that the Finance committee minutes of February 11<sup>th</sup>, 2013, be accepted as presented.

Motion carried

**9. REPORT ON COLLABORATIVE SERVICES ACTIVITY**

**a. Planning**

n/a

**b. Solid Waste**

n/a

**c. Regional collaboration**

n/a

**10. TENDERS**

NO TENDERS TO PRESENT

**11. ANNUAL AND DEPARTMENTAL REPORTS**

NO REPORTS TO PRESENT

**12. OTHER QUESTIONS – INFORMATION REQUEST FROM COUNCIL**

NO QUESTIONS

### **13. RESOLUTIONS**

WHEREAS the Department of Public safety will hire (6) regional coordinators for the province's emergency measures.

WHEREAS the Department of Public safety is looking to join region 6 and region 5 for the emergency measures.

WHEREAS the Kent region has more affinity with region 7 as of governmental services such as transport, natural resources, health, education, etc.

WHEREAS the Department of Public safety will hire a coordinator that doesn't have to be bilingual for the Miramichi and Kent regions.

#### 2013-36

It is therefore resolved that the Regional Service Commission #6 sends a letter to the Minister of Public Safety asking him to join region 7 regarding Emergency measures and that the coordinator be bilingual.

Moved by: Roseline Maillet

Seconded by: Pierrette Robichaud

Motion carried

#### **KDPC Funds**

WHEREAS the Kent District Planning Commission as of December 31<sup>st</sup>, 2011 has accumulated reserved funds in the amount of \$ 140 746 since their incorporation.

WHEREAS since January 1<sup>st</sup>, 2013 the Kent District Planning Commission no longer exists and is now the Regional Service Commission 6.

WHEREAS the Province of New Brunswick through local government and Department of the Environment requires the planning commissions to redistribute all the operational surplus and reserve funds of 2013 to their financial partners. (municipalities and local service districts)

WHEREAS following this redistribution of funds, the Regional Service Commission 6 will not have any reserve funds for its planning services and in the event of legal procedures they will have to use its 2013 operational funds to cover any legal expenses.

2013-37

It is therefore resolved to redistribute the amount from the reserved fund and the 2012 surplus of the Kent District Planning Commission, to their financial partners, according to the prior invoicing formula established for this service after the receipt of the audited financial statements and the reception of a letter from the minister obliging us to return the funds to the partners.

Moved by: Roseline Maillet  
Seconded by: Henri E. Saulnier

Motion carried

**Group Insurance (Employees)**

WHEREAS the KDPC had a medical and dental insurance program with Assumption for their employees  
WHEREAS the insurance program is still active after January 1<sup>st</sup>, 2013  
WHEREAS the employees that were not part of the program has joined starting January 1<sup>st</sup>, 2013  
WHEREAS the KDPC had an Insurance agent  
WHEREAS the services offered by the agent did not satisfy the employees of the KDPC

2013-36

It is therefore resolved that the RSC6 joins the Municipal Advisory Corporation program and that the insurance agents be Phyllis Léger and Joel Drolet.

Moved by: Roseline Maillet  
Seconded by: Danielle Dugas

Motion carried

2013-39

It is also resolved that the employer pays 100% of the premium for the health and dental and the employees pays 100% for the long term disability and life insurance.

Moved by: Roseline Maillet  
Seconded by: Docile Cormier

Motion carried



#### 2013-40

It is also resolved that the employees salary be adjusted in order to cover the difference in the cost of paying 100% for long term disability and life insurance covered by the employee.

Moved by: Roseline Maillet

Seconded by: Élie Thébeau

Motion carried

#### **Expense and functions policy**

WHEREAS an administrative policy existed with the Kent District Planning Commission

WHEREAS no expenditures or traveling policies existed for either the Kent Solid Waste and Kent District Planning Commission

WHEREAS it is very important to establish a policy early in the new structure of the RSC6.

#### 2013-41

It is therefore resolved that the RSC6 adopts the policy 13-01 Expenses – Functions as modified by the committee.

Moved by: Roseline Maillet

Seconded by: Docile Cormier

Motion carried

#### **Contract offer (Translation)**

WHEREAS the RSC6 needs simultaneous translation at all its meetings

WHEREAS the province will no longer provide translation services at the RSC6 meetings

WHEREAS a search for translators that meets the request of the RSC6 has been made

#### 2013-42

It is therefore resolved that the RSC6 hire Mrs. Yolande Chiasson as simultaneous translator at the annual cost for 2013 of \$5000 (including travel and all other relating expenses) with the proposed changes.

Moved by: Roseline Maillet

Seconded by: Roger Doiron

Motion carried

### **Additional responsibilities to the finance committee**

WHEREAS the finance committee is involved in many files

WHEREAS creating extra committees for administration and human resources would create duplication for the RSC6

WHEREAS the finance committee is open to add more responsibilities in human resources and administration to the existing ones.

#### 2013-43

It is therefore resolved that the Finance committees' mandate include other responsibilities such as the administration and human resources.

Moved by: Roseline Maillet

Seconded by: Danielle Dugas

Motion carried

### **Training session in Montréal**

WHEREAS the executive director is following a course in Economic development for his accreditation.

WHEREAS he needs 5 points in the program to be able to write his exam.

WHEREAS the course to receive his 5 points is held in Brossard, Quebec.

#### 2013-44

It is therefore resolved that the board of directors of the RSC6 permits the executive director to go complete the session Process, Mobilization and Engagement in Brossard, Quebec on March 12<sup>th</sup>, 2013 (if the session is still offered) and that the travel and registration expenses for the course be paid by the RSC #6 in the amount of \$1000.

Moved by: Roseline Maillet

Seconded by: Élie Thébeau

Motion carried

## **14. PRESENTATION OF BY-LAWS**

NO PRESENTATION

## 15. STUDY OF BY-LAWS

- a) Modification to the By-Law  
Administrative policy revision committee

Mr. Paul Lang asks the assembly if there are anyone interested on being on the administrative policy revision committee.

The following members of the assembly wishes to be on the committee:

ROGER DOIRON (Mayor of the Town of Richibucto)  
ROSELINE MAILLET (Mayor of the Village of Saint-Antoine)  
DAVID HANSON (Mayor of the Village of Rexton)  
HENRI E. SAULNIER (LSD of Saint-Anne-de-Kent)  
DANIELLE DUGAS (Mayor of the Village of Saint-Louis-de-Kent)

### 2013-45

It is moved by Aldéo Saulnier, seconded by Pierrette Robichaud that the Administrative Policy Revision committee be formed as presented.

Motion carried

## 16. NEW BUSINESS

- a) **Chairman's report**

Mr. Marc Henri mentions that the past (2) months was very busy with numerous meeting.

As per the non-voting member of First Nation, Mr. Henrie has tried several times to contact the Elsipogtog Chief with no success.

Mr. Marc Henrie and Mr. David Hanson attended a meeting entitled "Guidance program for the Regional Service Commission" which was held in Fredericton on February 19-20, 2013. They shared their concerns regarding Economic Development.

Please visit the following website for more information:

[http://www2.gnb.ca/content/gnb/en/departments/economic\\_development.html](http://www2.gnb.ca/content/gnb/en/departments/economic_development.html)

### 2013-46

It is moved by Roger Doiron, seconded by David Hanson that we invite the person responsible for the Economic Development for our region at our next RSC6 board meeting.

Motion carried

b) Correspondence

Mr. Henrie reads the (2) letters received at the RSC6 office. Letter from the Village of Saint-Antoine dated January 30<sup>th</sup>, 2013 and the other received by Mr. Éric Demers, Kent Solid Waste Director dated February 11<sup>th</sup>, 2013.

c) **CLOSURE OF MEETING**

Mr. Roger Richard thanks the assembly for having their meeting at the Acadieville Community Centre and shares information along with their different activities. Welcome to all.

2013-47

It is moved by Roseline Maillet that the closure of the meeting be at 9:01pm.