



Board of Directors Meeting
December 8, 2016
3143 Main St., Centreville, NB

In Attendance:

Elaine English, Chair, Mayor, Canterbury
Brian Hayden, LSD Woodstock
Gailen Allan, LSD Aberdeen
James Kennedy, LSD Debec
Leonard Foster, LSD (*Alternate*) North Lake
Michael Stewart, Mayor, Centreville
Stephen Manuel, LSD Canterbury
Tim Linton, LSD Gordon

Arthur Slipp, Mayor, Woodstock
Craig Melanson, Mayor, Hartland
Gary Harding, Deputy-Mayor, Plaster Rock
Joseph Weston, LSD Lakeville
Marianne Bell, Mayor, Perth Andover
Paul Bradley, LSD (*Alternate*) Brighton
Tena McLellan, LSD Simonds
Troy Stone, Secretary, Mayor, Bath

Regrets:

Alma Kilfoil, LSD Kent
Brent Pearson, Vice-Chair, LSD Glassville
Jill Hunter, LSD Peel
Karl Curtis, Mayor, Florenceville-Bristol
Alexis Fenner, Mayor, Plaster Rock

Absent:

Lance Graham, Meductic
Marven Demmings, Mayor, Aroostook

Staff In Attendance:

Katelyn Hayden, Executive Director / Planning Director
Joan Kennedy, Financial Administrator
Bev Gullison, Office Administrator

Meeting was called to order by Chair of the Board, Elaine English at 7:00 p.m.

Approval of Agenda:

Motion: To approve the agenda of the December 8, 2016 meeting.
Moved: Joe Weston
Seconded: Brian Hayden
Carried

Declaration of Conflict of Interest:

None

Approval of Minutes:

Motion: To approve the minutes of the October 18, 2016 meeting.
Moved: Craig Melanson
Seconded: Paul Bradley
Carried



Presentations:

- **NB Federation of Snowmobile Clubs**
Ross Antworth, the General Manager of the NB Federation of Snowmobile Clubs Inc., provided an overview of the organization's structure, partners, development and benefits of snowmobile tourism in New Brunswick. Ross Antworth stated they are focusing on partnerships.

- **NB Department of Agriculture, Aquaculture and Fisheries**
Mike Allan, Rabies Coordinator for the Department of Agriculture, Aquaculture and Fisheries, gave a presentation regarding preparing for and controlling Rabies in New Brunswick. Mike Allan informed the members of the steps they have implemented to ensure rabies are controlled and stressed that public awareness is critical to ensure the prevention and control of rabies. Mike Allan requested the public report any strange acting raccoons, skunks and foxes by dialing 811.

- **NB Emergency Management Organization**
Katie Elisio introduced herself as the new Regional Emergency Management Coordinator for the Region and reviewed the organization's mandate, structure and responsibilities.

- **RCMP – Sgt. JP MacDougall**
Sgt. MacDougall provided an update of RCMP activities within the region and informed the Board they currently have a great membership working together, which is reflected in the statistics, such as call volume increases.

Business Arising:

Procedural By-Law Amendment

Elaine English reminded the members that during our last Board meeting a notice was given to amend by-law #2.6 to add the position of Past Chair and requested a motion.

BE IT RESOLVED To amend by-law 2.6 of the Western Valley Regional Service Commission procedural by-law to create the position of Past Chair.

Moved: Arthur Slipp
Seconded: Craig Melanson
Carried

Jim Kennedy advised he wished to give notice of the intention to repeal the Western Valley Regional Service Commission procedural by-law and replace it with an updated procedural by-law under 6.9.7 at our next Board meeting at the will of the Oversight committee.

Elaine English stated she had requested Jim Kennedy provide this notice as he is the Chair of the Oversight committee.

Committee Reports:

Finance Committee Update

Troy Stone presented the third quarter financial report ending September 30, 2016, as reviewed and approved by the Finance committee and documented in the Finance committee meeting minutes of December 8, 2016.



Motion: To approve the third quarter financials ending September 30, 2016 as presented by the Finance Committee Chair, Troy Stone.
Moved: Troy Stone
Seconded: Joe Weston
Carried

Troy Stone presented the pro-forma 2016 year end summary to the Board members and stated that estimates indicate there will be approximately \$47,000 Solid Waste fund surplus. Troy Stone also stated there was no room for additional operating reserves in this fund as legislation limits the fund to 5% of the previous year's operating budget. Troy Stone advised the Finance committee is recommending this surplus be reserved to the Solid Waste Capital Reserve fund and requested the Board's approval.

BE IT RESOLVED To reserve \$47,000 to the Solid Waste capital fund.
Moved: Troy Stone
Seconded: Jim Kennedy
Carried

Solid Waste Committee Update

Craig Melanson, Chair of the Solid Waste Committee informed the members that Elaine English, Katelyn Hayden and he have finalized interviews for the one year term Solid Waste Manager position to examine implementing a recycling program. Craig Melanson advised Anne Henderson has accepted the position and will start in the new year.

Elaine English inquired if there were any further business arising issues.

Arthur Slipp requested to clarify a statement made at the last Board meeting regarding the first time anyone was aware of Woodstock's position on the Recreation recommendations was when they read it in the local newspaper. Arthur Slipp advised for the record, Woodstock outlined their opinion in terms of the Recreation recommendations in a letter to the Board on November 26, 2015, detailed it again on November 26, 2016 and updated again on April 8, 2016. Arthur Slipp noted this was also recorded in the April 12, 2016 Board minutes.

Katelyn Hayden advised she wished to clarify her comment. Katelyn Hayden stated that the question at the last Board meeting was, "had she been told specifically if the Town of Woodstock was going to vote against the budget that evening". Katelyn Hayden advised she was aware only that the Town of Woodstock was not satisfied with the overall theme of Regional Recreation.

New Business:

2017 Board of Directors Meeting Dates

Katelyn Hayden asked the members if the 3rd Tuesday remained preferred for the regular Board meetings or if the 3rd Thursday would be a more convenient day, as many councils meet on Tuesday evenings. Elaine English requested a vote on moving the regular Board meeting day.

Motion: To change the regular scheduled Board meetings from the 3rd Tuesday of every other month to the 3rd Thursday of every other month
Moved: Tim Linton
Seconded: Tena McLellan
Carried



Katelyn Hayden advised there may possibly be instances where this date may change, which will be due to budget approval schedules and December meetings.

The next scheduled Board meeting will be February 16, 2017.

Brian Hayden requested an update regarding Recreation. Katelyn Hayden informed the members that interviews for the Recreation Coordinator position have begun and additional interviews are being scheduled the following week.

Elaine English wished everyone a Merry Christmas and Happy New Year.

Adjournment:

Motion: The Chair, Elaine English called for a motion to adjourn the meeting at 8:30 p.m.

Moved: Joe Weston

Recording Secretary: Bev Gullison

A handwritten signature in blue ink, appearing to read "Troy Stone", written over a horizontal line.

Troy Stone
Secretary

A handwritten signature in blue ink, appearing to read "Katelyn Hayden", written over a horizontal line.

Katelyn Hayden
Executive Director