



Board of Directors Meeting
February 23, 2017
3143 Main St., Centreville, NB

In Attendance:

Elaine English, Chair, Mayor, Canterbury
Alma Kilfoil, LSD, Kent
Brent Pearson, Vice-Chair, LSD, Glassville
Gailen Allan, LSD, Aberdeen
Joseph Weston, LSD, Lakeville
Michael Stewart, Mayor, Centreville
Tena McLellan, LSD, Simonds

Alexis Fenner, Mayor, Plaster Rock
Arthur Slipp, Mayor, Woodstock
Craig Melanson, Mayor, Hartland
James Kennedy, LSD, Debec
Karl Curtis, Mayor, Florenceville-Bristol
Sheila Cummings, Deputy Mayor, Perth-Andover
Troy Stone, Secretary, Mayor, Bath

Regrets:

Marianne Bell, Mayor, Perth Andover
Stephen Manuel, LSD, Canterbury
Brian Hayden, LSD, Woodstock

Absent:

Lance Graham, Mayor, 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 6:40 p.m.

Approval of Agenda:

Motion: To approve the agenda of the February 23, 2017 meeting.
Moved: Alma Kilfoil
Seconded: Karl Curtis
Carried

Declaration of Conflict of Interest:

None

Approval of Minutes:

Motion: To approve the minutes of the December 8, 2016 meeting.
Moved: Craig Melanson
Seconded: Joe Weston

Jim Kennedy requested the December 8, 2016 minutes be revised to reflect that the Vice-Chair position is held by Brent Pearson.

Carried

Presentations:

Mary O'Leary presented an overview of the services the Carleton Victoria Community Inclusion Network offers in the region. Mary wanted to be sure the Board members had her contact information, she can be reached at cvcin@bellaliant.com, or 506-392-7395.



Business Arising:

Regional Recreation Update and Reserve Funding Transfer Request

The Executive Director, Katelyn Hayden provided the following updates:

- The salary offered for the Regional Recreation Co-coordinator position was not sufficient for the candidates to accept the position, and as a result the Department of Tourism, Heritage and Culture have agreed to provide us with an additional \$9,000 and requested we contribute the additional \$3,000 necessary to fund the position. The Board was advised that Regional Recreation has reserved funding for the implementation of the Regional Recreation Master Plan.
- Regional Recreation has \$17,462 (+ interest) in reserved funding to be used for the implementation of the Regional Recreation Master Plan, which the Recreation Committee has made a motion to request be brought out of the reserve fund.
- \$11,220.66 of the reserved fund was grant funding from the Dept. of Tourism Heritage & Culture and must be spent on the implementation of the Regional Recreation Master Plan.
- \$6241.34 (there was \$143.14 surplus not reserved) of the reserved funds were member generated.
- The Recreation Committee has proposed to leave \$1,094.53 of the member generated funding in the Co-operative and Regional Planning Reserve Fund, as this amount represents the Town of Woodstock's contribution, who no longer participate in Regional Recreation Services.

17-01

RESOLVED, That \$16,580.86 be transferred from the Co-operative & Regional Planning Reserve Funds into the operating account for Regional Recreation to be used for the implementation of the "Regional Recreation Service Master Plan: Western Valley Regional Service Commission".

Moved: Brent Pearson
Seconded: Craig Melanson
1 Nay vote

Carried

Committee Reports:

Solid Waste Update

Katelyn Hayden provided the following Solid Waste updates:

- Anne Henderson has been hired as the Waste Diversion Program Manager having the primary focus of investigating curbside recycling implementation within our region.
- The provincial government has advised that the Electronic Waste Recycling program will begin the end of March and are now in the process of establishing depot sites, which will be advertised when known.
- The Province is investigating changing the manner packaging and printed paper is currently being recycled.

New Business:

Official Staff Appointments – The Chair, Elaine English advised a resolution is required to officially appoint the Executive Director and the Planning Director, as this was never formally recorded at the time of Katelyn Hayden's appointments.



17-02

RESOLVED, That pursuant to 24(2) of the Regional Service Delivery Act, Katelyn Hayden is hereby appointed as Planning Director, which also carries with it the authority of Development Officer throughout the Western Valley Regional Service Commission region.

Moved: Joseph Weston
Seconded: Tena McLellan

Motion Unanimously Carried

17-03

RESOLVED, that pursuant to 13(1) of the Regional Service Delivery Act, Katelyn Hayden is hereby appointed as Executive Director of Western Valley Regional Service Commission.

Moved: Alexis Fenner
Seconded: Brent Pearson

Motion Unanimously Carried

In Camera Session:

None

Adjournment:

Motion: The Chair, Elaine English called for a motion to adjourn the meeting at 7:30 p.m.

Moved: Alexis Fenner

Recording Secretary: Bev Gullison

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

Troy Stone
Secretary

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

Katelyn Hayden
Executive Director