



**Board of Directors Meeting  
Minutes  
December 18, 2018**

**In Attendance:**

Elaine English, Chair, Mayor, Canterbury  
Arthur Slipp, Mayor, Woodstock  
Carl Rattray, LSD, Lakeville  
Ed Stone, Upper & Lower Northampton  
Joseph Trevors, LSD, Peel  
Sheila Cummings, Deputy Mayor, Perth-Andover  
Troy Stone, Secretary, Mayor, Bath

Alexis Fenner, Mayor, Plaster Rock  
Brent Pearson, LSD, Glassville  
Dale Patterson, Deputy Mayor, Meductic  
Gailen Allan, LSD, Aberdeen  
Michael Stewart, Mayor, Centreville  
Tina Pelkey, LSD, Brighton

**Regrets:**

Brian Hayden, LSD, Woodstock  
Darrin Foster, Mayor, Hartland  
Karl Curtis, Mayor, Florenceville-Bristol  
Leonard Foster, LSD, North Lake  
Lucas Flemming, LSD, Debec  
Stephen Manuel, Vice-Chair, LSD, Canterbury

**Absent:**

Marven Demmings, Mayor, Aroostook

**Staff In Attendance:**

Katelyn McGrath, Executive Director  
Joan Kennedy, Financial Administrator  
Bev Gullison, Office Administrator

Meeting was called to order by Chair of the Board, Elaine English at 6:30 p.m.

**Approval of Agenda:**

**Motion:** To approve the agenda of the December 18, 2018 meeting.  
**Moved:** Alexis Fenner  
**Seconded:** Sheila Cummings  
**Carried**

**Declaration of Conflict of Interest:**

None

**Approval of Minutes:**

**Motion:** To approve the minutes of the November 15, 2018 meeting.  
**Moved:** Alexis Fenner  
**Seconded:** Sheila Cummings  
**Carried**

**Presentations:**

None



**Business Arising:**

**By-Law Enforcement (as a shared service) – New Municipality Act**

During the November 15, 2018 Board meeting, Alexis Fenner raised the topic of hiring a By-law Enforcement Officer and the possibility of cost sharing this responsibility with other interested municipalities within the region.

Further topic discussions occurred regarding the additional associated expenses which should also be considered such as, travel cost and legal fees if a Regional By-Law Enforcement officer were hired. Additional conversations occurred regarding the possibility of partnering with those municipalities closer in proximity. It was determined that further discussions would be necessary with each municipality's respective councils, and that the item would again be placed on the Agenda for more discussion during the next scheduled Board meeting.

**Committee Reports:**

**Finance Committee Update:**

- **2018 Proforma Statements:**

Troy Stone presented the 2018 Proforma Income Statements indicating an overall surplus of \$381,403, as reviewed by the Finance Committee and previously circulated to the members. The 2018 Proforma Income Statements for each fund account, comprised of Solid Waste, Local Planning, Corporate, Co-operative & Regional Planning, and Regional Recreation were reviewed and the surpluses for individual fund accounts were explained.

- **2018 Reserve Funds Recommendations:**

Troy Stone advised that he is recommending two motions required to reserve a portion of the Solid Waste fund surplus. Troy stated that a \$100,000 capital reserve funding is being recommended to be utilized for necessary capital purchases, and that an additional \$54,000 Solid Waste fund surplus to an operating reserve fund specifically for future payments of recycling carts financed through the Municipal Capital Borrowing Board.

**18-26**

**BE IT RESOLVED** to reserve \$100,000 of the 2018 Solid Waste Fund Surplus to the Capital Reserve Fund

Moved: Troy Stone  
Seconded: Sheila Cummings

**Motion unanimously carried**

**18-27**

**BE IT RESOLVED** to reserve \$54,000 of the 2018 Solid Waste Fund Surplus to the Operating Reserve Fund – Cart Fees

Moved: Troy Stone  
Seconded: Tina Pelkey

**Motion unanimously carried**



**New Business:**

**Reconsideration of Motion 18-14**

Katelyn McGrath advised that a Notice of Motion was sent to all Board Members on November 22, 2018 notifying of the decision of the Board of Directors made during the November 15, 2018 Board meeting to reconsider Motion 18-14, which was passed at the August 16, 2018 meeting of the Board of Directors.

Sheila Cummings stated she wished to rescind the Motion 18-14, as she felt that the motion restricted the members ability to asked Solid Waste questions during a Board meeting.

**18-28**

**BE IT RESOLVED** to rescind Motion 18-14 - Recycling Opt-out Option and Future Concerns to be Addressed to the Solid Waste Committee passed at the August 16, 2018 Board of Directors meeting.

Moved: Sheila Cummings  
Seconded: Arthur Slipp

On the question, Dale Patterson asked to confirm his understanding and stated, if any Board member has a Solid Waste question or concern, that they should first ensure that the Solid Waste committee is made aware of the issue prior to a Board meeting, as this will ensure the concern can be addressed during the Board meeting. However, if the Solid Waste committee is not made aware of the issue prior to the Board meeting that the question or concern can still be addressed, but an answer may not be received during the meeting, as further investigation could be required.

Elaine English confirmed that Dale's understanding was accurate.

**Motion unanimously carried**

**Executive Director Update**

Katelyn McGrath advised there were no new updates since the last meeting and noted the next Board meeting is tentatively scheduled for February 21, 2019.

Arthur Slipp inquired regarding a committee meeting schedule for 2019 and Katelyn advised that there are no firm schedules for committee meetings, except for the Planning Review and Adjustment committee, as committee meetings are scheduled as required.

Alexis Fenner addressed concerns regarding the lack of Police committee meetings and discussed some of the concerns that the Village of Plaster Rock has encountered. Elaine English advised that the best forum to raise policing concerns is during the regular RCMP meetings with the detachment, and not at the Regional Service Commission meetings, as many policing concerns are unique by municipality and not a regional issue. Policing committee meetings are primarily a forum to address regional policing issues.

**In Camera Session:**

None

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**Adjournment:**

**Motion:** The Chair, Elaine English called for a motion to adjourn the meeting at 7:20 p.m.

**Moved:** Brent Pearson

**Recording Secretary:** Bev Gullison



Troy Stone  
Secretary



Katelyn McGrath  
Executive Director