



Board of Directors
Minutes of the Meeting –May 17, 2023, 6:00 p.m.
Via Zoom

In Attendance:

Chair, Tom Eagles, Mayor, District of Tobique Valley
Trina Jones, Mayor, Woodstock
Andrew Harvey, Mayor, District of Carleton North
Cindy McLaughlin, Mayor, Regional Community of Southern Victoria
Tracy DeMerchant, Mayor, Hartland
Lynn Hambrook, Chair, Western Valley Rural District
Joe Gallant, ELG

Regrets:

Absent:

Tanya Cloutier, Mayor

Staff In Attendance:

Katelyn McGrath, CEO
Andrea Callahan, Director of Operations
Joan Kennedy, Finance Manager

Call to Order:

Chair, Mayor Tom Eagles called the meeting to order at 6:02 p.m.

Adoption of Agenda:

23-0-21

Motion: Resolved, “that the May 17, 2023, agenda be approved as presented with the addition of a brief in-camera session.”

Moved: Mayor, Trina Jones

Seconded: Mayor, Cindy McLaughlin

Motion Carried

Declaration of Conflict of Interest:

None



Adoption of Minutes:

23-0-22

Motion: Resolved, “that the minutes of the April 19, 2023, meeting be accepted and approved as presented.

Moved: Mayor, Trina Jones

Seconded: Mayor, Tracey DeMerchant

Motion Carried

Presentations:

No Presentations

Business Arising:

No Business Arising

New Business:

Q1 Financial Report

The first order of business was the presentation of the first quarter financials by Finance Manager, Joan Kennedy. Joan explained the reports and each mandate budget separately. Joan and Katelyn provided explanations and answered questions from the Board of Directors regarding the budgets, expenditures, and the mandate expectations.

Update on Meal and Mileage Rates – Katelyn reported that the provincial rates have been updated as we follow the Government of New Brunswick’s Mileage and Meal policies. This was explained for information purposes only as there will be an impact on the budget mainly for mileage that is going from \$0.50/km to \$0.57/km.

ESIC – Katelyn explained the changes and amendments to the ESIC MOU

- a) Updating the term of the MOU that was signed in 2022 to extend it to March 31, 2025 is necessary to access the fund from ESIC
- b) Slight increase in the funding amounts that will flow to the RSC
- c) change in wording to allow us to use our own MOU created by our lawyer and not the template sent by ESIC

23-0-23

Motion: Resolved, “that, the Board of Directors of the Western Valley Regional Service Commission allow Katelyn to sign the amended agreement with ESIC.”

Moved: Mayor, Andrew Harvey

Seconded: Mayor, Trina Jones

Motion Carried.



Regional Tourism

Katelyn asked the Board for support for the Visitor Information Centre Training session that Barb Sharp is facilitating with the funds that we are receiving from the Saint John River Valley Tourism Association.

The offer was extended by the Mayor of the Village of Southern Victoria to supply free space for the training session.

Katelyn also extended a message from Barb Sharp asking the Board to make certain that the Mayors and Councils are aware of the upcoming Eclipse on April 8, 2024, and to consider how they wish to direct the commission to support municipalities in this endeavour. Barb will be asked to provide an update on what is happening in the region at the June 21 meeting of the Board.

Summer Student – The WVRSC has been approved for a 50% wage grant from Canada Summer Jobs.

23-0-24

Motion: Resolved, “that, the WVRSC advertise and hire one summer student to work within the Public Safety and other mandates as needed.”

Moved: Mayor, Andrew Harvey

Seconded: Mayor, Tracey DeMerchant

Motion Carried.

Regional Strategy Stakeholder Engagement Sessions

These sessions are scheduled for May 30 and May 31 and stakeholders of each mandate will be invited to their respective sessions.

CEO Update

Katelyn mentioned that she has attended two meetings with Minister Jill Green, the Minister of Service New Brunswick and the Minister responsible for Housing. We will await the province to create their Housing Strategy which is to be delivered in July 2023. This will help determine the RSC’s involvement in the Housing mandate. We will eventually need a Housing Strategy done for our region as well, and the province has yet to determine where the funds for this regional study will come from.

Katelyn mentioned that another meeting was held to discuss the Transportation mandate and related issues and barriers, including the inability of our most vulnerable residents to travel to work, and a potential opportunity for partnerships with employers to address these transportation/employment concerns. The provincial government would like to have an integrated system of organizing transportation, as well.



23-0-25

Motion: Resolved, “that the meeting move in camera.” (6:59 pm)

Moved: Mayor, Trina Jones

Seconded, Mayor, Tracey DeMerchant

Motion Carried.

23-0-26

Motion: Resolved, “that the in-camera session end.” (7:07 pm)

Moved: Mayor, Cindy McLaughlin

Seconded: Mayor, Trina Jones

The next meeting, which will be our AGM, as well is set for Wednesday, June 21, 2023, at 6 p.m. via Zoom.

Adjournment:

Motion: The Chair called for a motion to adjourn the meeting at 7:08 p.m.

Moved: Mayor, Trina Jones

Seconded: Mayor, Cindy McLaughlin

Recording Secretary: Andrea Callahan

Tanya Cloutier
Secretary

Katelyn McGrath
Chief Executive Officer