

Southeast Regional Service Commission

ANNUAL GENERAL MEETING

MINUTES

May 27, 2014 6:30 p.m

Moncton City Hall

Council Chambers

655 Main Street, Moncton

Board Members Present:

Mayor Terry Keating	Village of Salisbury, Chairperson
Mayor Jacques LeBlanc	Town of Shediac, Vice-Chair
Mayor Yvon Lapierre	City of Dieppe
Deputy Mayor Shawn Crossman	City of Moncton
Mayor Ann Seamans	Town of Riverview
Mayor Kirstin Shortt	Village of Alma
Mayor Robert Berry	Town of Sackville
Mayor Maryse LeBlanc	Communauté rurale Beaubassin-est
Mayor Jerome Bear	Village of Dorchester
Mayor Patrick Armstrong	Village of Hillsborough
Mayor Donald LeBlanc	Village of Memramcook
Mayor Jerry Gogan	Village of Petitcodiac
Mayor Judy Scott	Village of Port Elgin
Mayor C. Dale Elliott	Village of Riverside-Albert
Mayor Debbie Dodier	Village of Cap-Pelé
President Ronald Boudreau	LSD Representative
President C.F. (Chuck) Steeves	LSD Representative
President Patrick Fusk	LSD Representative
President Gerry Chapman	LSD Representative

Staff Present:

Gérard Belliveau	Executive Director
Nicole Rioux	Chief Financial Officer
Sébastien Doiron	Director of Planning

Also Present:

Amélie Haché and Don McEwen	Auditors, Ernst and Young
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The Annual General Meeting was called to order at approximately 7:01, with Chairperson Terry Keating presiding.

1. Recording of Attendance

2. Conflicts of Interest

none

3. Adoption of the Annual General Meeting Agenda

MOVED BY: Shediac Mayor Jacques LeBlanc
SECONDED BY: President Ronald Boudreau, LSD Representative

that the Annual General Meeting Agenda be ADOPTED as presented.

MOTION CARRIED - UNANIMOUS

4. Presentation of 2013 Audited Financial Statements – Ernst and Young

Amélie Haché and Don McEwen, Auditors with Ernst and Young appeared before the Board Members with the presentation of the 2013 Audited Financial Statements. Nicole Rioux, CFO/SERSC, was also present to answer any questions. It was noted that the new Public Sector Accounting Standards were followed by the Auditors.

Ms. Haché, Ernst and Young, proceeded to review the report. She explained various items.

The HST rebate was briefly touched upon, as well as the possibility of filing an appeal with the Canada Revenue Agency.

Executive Director Belliveau was asked whether the Province had responded to a request made by the Board of Directors (at their regular meeting of September 25, 2013) to defer deficit related payments to the Post Closure fund. The Executive Director reported that no direct answer has been received on this matter. It is anticipated that the Province will review the Post Closure issue in 2014-2015.

MOVED BY: Cap-Pelé Mayor Debbie Dodier
SECONDED BY: Communauté rurale de Beaubassin-est Mayor Maryse LeBlanc

to ADOPT the 2013 Audited Financial Statements as presented this evening.

MOTION CARRIED - UNANIMOUS

5. Appointment of Auditors for fiscal year 2014

MOVED BY: Shediac Mayor Jacques LeBlanc
SECONDED BY: Dieppe Mayor Yvon Lapierre

to appoint the firm of Ernst & Young as the Auditors for the Southeast Regional Service Commission for the fiscal year 2014.

MOTION CARRIED - UNANIMOUS

6. Presentation of the 2013 RSC #7 Annual Report

Executive Director Belliveau informed Board Members that a final copy of the 2013 RSC #7 Annual Report, in both official languages, has been included with tonight's agenda table package. The Executive Director asked Board Member to discard the previously sent report.

Executive Director Belliveau pointed out that the report was generated in-house. The report contains a great deal of information and, as a result, will set the ground work for next year's report. The report was reviewed in detail.

Executive Director Belliveau explained that the 2013 Annual Report, signed by the Chairperson and himself, will be forwarded to the Minister. The report will also be placed on the Commission's Website. He also noted that copies will be sent to the municipal administrators electronically.

The 2013 Annual Report also contains a list of the various governance and administration committees. A Public Safety Committee will be added to the list of SERSC committees. The Executive Director asked Board Members to forward him an e-mail indicating the names of any persons interested in becoming a member of the various committees. Committees will comprise of 5 individuals. A vote will be held at the next Regular Board Meeting (June 24, 2014), if more than 5 names are received for a specific committee.

Several Board Members complimented RSC staff on a job well done.

*MOVED BY: Memramcook Mayor Donald LeBlanc,
SECONDED BY: Communauté rurale Beaubassin-est Mayor Maryse LeBlanc*

to accept the 2013 Annual Report as presented.

MOTION CARRIED - UNANIMOUS

7. Election of Board Officers: 2014-2015

Executive Director Gérard Belliveau reported that pursuant to the *Procedural By-law* and the *Regional Service Delivery Act*, an election of Officers (Chair, Vice-Chair and Executive Member) shall be held at the Annual General Meeting.

(a) Nominations for Chairperson

Executive Director Belliveau asked for nominations from the floor for the Chairperson position.

*MOVED BY: Dorchester Mayor Jerome Bear
SECONDED BY: Sackville Mayor Robert Berry*

that Salisbury Mayor Terry Keating be nominated as Chairperson of the Southeast Regional Service Commission.

Mayor Keating accepted the nomination.

Executive Director Belliveau asked if there were other nominations.

*MOVED BY: President Patrick Fusk, LSD Representative
SECONDED BY: Memramcook Mayor Donald LeBlanc*

that Shediac Mayor Jacques LeBlanc be nominated as Chairperson of the Southeast Regional Service Commission.

Mayor Jacques LeBlanc accepted the nomination.

Executive Director called three times for other nominations from the floor for the Chairperson position. No other nominations were received. The nominations for the Chairperson position closed.

A vote by ballot was held. The ballots were counted and verified by the Executive Director and the Commission's Secretary.

Executive Director Belliveau announced the results of the voting. Shediac Mayor Jacques LeBlanc was elected SERSC Chairperson for 2014-2015.

Newly elected Chairperson Jacques LeBlanc thanked the members for their support. He thanked out-going Chair Terry Keating on a job well done as the RSC #7's first Chair. He noted the importance of working together as a team by supporting each other.

Executive Director Belliveau also thanked Mayor Keating for his work as the Board's first Chair.

Newly elected Chairperson Jacques LeBlanc presided over the remainder of the meeting.

(b) Nominations for Vice-Chairperson

Chairperson LeBlanc called for nominations for the Vice-Chairperson position.

MOVED BY: President C.F. (Chuck) Steeves, LSD Representative
SECONDED BY: Dieppe Mayor Yvon Lapierre

that Sackville Mayor Robert Berry be nominated as Vice-Chairperson of the Southeast Regional Service Commission.

Mayor Robert Berry accepted the nomination.

Chairperson LeBlanc called for any other nominations.

MOVED BY: Dorchester Mayor Jerome Bear
SECONDED BY: Hillsborough Mayor Patrick Armstrong

that Salisbury Mayor Terry Keating be nominated as Vice-Chairperson of the Southeast Regional Service Commission.

Mayor Keating accepted the nomination.

Chairperson LeBlanc called three times for any other nominations. No other nominations were received. The nominations for the Vice-Chairperson position closed.

A vote by ballot was held. The ballots were counted and verified by the Executive Director and the Commission's Secretary.

Executive Director Belliveau announced the results of the voting. Sackville Mayor Robert Berry was elected SERSC Vice-Chairperson for 2014-2015.

Newly elected Vice-Chairperson Robert Berry thanked the members for their support. He echoed Chairperson LeBlanc's comment with respect to the importance of working together as a Commission. He thanked Mayor Terry Keating for his work as the first Chairperson of the Regional Service Commission for the southeast region.

(c) Member of the Executive Committee

Chairperson Jacques LeBlanc called for nominations for the Member of the Executive Committee position.

MOVED BY: Memramcook Mayor Donald LeBlanc
SECONDED BY: Sackville Mayor Robert Berry

that Dieppe Mayor Yvon Lapierre be nominated as Member of the Executive Committee of the Southeast Regional Service Commission.

Mayor Lapierre accepted the nomination.

Chairperson LeBlanc called three times for any other nominations. No other nominations were received. The nominations for the Member of the Executive Committee position closed.

Mayor Yvon Lapierre was elected by acclamation.

8. Appointments to various committees

Executive Director Gérard Belliveau asked member to take a month to think about whom they would like to appoint to various committees. An e-mail will be sent to members outlining the various committees, along with the current list of committee members.

- (i) Finance Committee
- (ii) Audit Committee
- (iii) Planning Management Committee
- (iv) Technical Committee – Solid Waste

9. New Committees

- (i) Public Safety Committee

The Executive Director reported that a new public safety committee will be established with the objective of providing advice to the Board and the Executive Committee on matters pertaining to policing, fire, etc. services in the region. The number of committee members will be discussed at the next Regular Board Meeting.

10. ADJOURNMENT

MOVED BY: Communauté rurale Beaubassin-est Mayor Maryse LeBlanc

SECONDED BY: President Patrick Fusk, LSD Representative

to adjourn the Annual General Meeting.

MOTION CARRIED

The meeting adjourned at approximately 8:05 p.m.