



**Regional Service Commission 8 Board Meeting**

**February 23, 2022, at Norton Village Hall**

**Members Present**

John Sabine, Chair

Wayne Wilkins

David Cruickshank

Ann-Marie Snyder

Tammy Spraggett

Karin Boye

Marc Thorne

Robert Doucet

Mary Ann Coleman

**Staff Present:**

Steve Roberts Executive Director

Pam Kaye Recording Secretary

Public – 3

Meeting was called to order by Chair John Sabine at 7:00 pm.

John asked to make two additions to the agenda – correspondence – add letter from Tony Raymond, under new business add – Oversight committee. With these changes he asked for approval of the agenda, everyone was in favour.

He then asked for approval of November 10, 2021, minutes, John said Charity McDonald had noted that she was not on oversight committee committee as indicated in the minutes. Robert Doucet moved, and Tammy Spragette seconded approval of the amended minutes.

Conflict of Interest – John and Mary Ann declared they would have when came to PRAC vacancies and were asked to leave the room at that time.



Business arising from the minutes – PRAC bylaws – not clear on information in both bylaws will defer to committee member – Karin Boye

Correspondence – Dave Henderson letter – brought to his attention that board remuneration had been raised and they were not notified. Asked for approval for back pay for PRAC members, oversight on board when changes were made.

**Anne Marie Snyder made a motion that the board will compensate the PRAC board for the back pay entitled to, Dave Cruikshank seconded. Motion carried (9-0)**

Letter from Tony Raymond

**Marc Thorne made a motion to file Tony Raymond's letter, seconded by Robert Doucet.**

**Motion carried (6-3) Mary Ann Coleman, Dave Cruickshank and Karin Boye opposed.**

**New Business:**

PRAC remuneration already taken care of

**Solid waste committee report** – Steve Roberts - tip floor needs repair, have been looking at options over last 6 months. A company from Fredericton that will give more economical repair by using different method. Will board agree to make recommendation that tip floor be repaired and withdraw from solid waste capital for up to \$45,000. Quote is \$ 40,000 and looking for more quotes with similar floor repairs. The tip floor needs repaired for safety reasons.

**Anne Marie Snyder made a recommendation to go forward with the repairs, Marc Thorne seconded.**

**Motion carried (9-0)**

**Annual general meeting** - there is no legislature saying the board must have an annual general meeting, the bylaws say we may have one has to be before end of April.

**Marc Thorne made a motion to adopt the practice of having an annual general meeting unless there are emergency conditions, Mary Ann seconded. Motion carried (9-0).**

Steve Roberts to arrange date.

**PRAC vacancy recommendations – John and Mary Ann left the room for conflict of interest.**

Steve Roberts spoke for the PRAC committee that has two vacancies and brought forth their recommendation of Nelson Ball from Waterford and Scott Watson from Norton

**Ann Marie Snyder made a motion to accept the recommendations from the PRAC committee, seconded by Wayne Wilkins. Motion carried (7-0)**

Dave asked if there was anyone already representing those two LSD's and no there is not that is why they were chosen.



**Document retention** - vice chair and I (chair) would like an ad hoc committee to review document retention and bring forward a policy in that regard.

**Wayne Wilkins made a motion to make an ad hoc committee to develop a policy for retaining documents, seconded by Karin Boye. Motion carried (9-0)**

Document Retention Ad Hoc Committee – at least 3 people – recommended by Marc Thorne that whoever is interested contact Chair later by email.

**Added financial report to agenda** - any questions – Karin, Charity, Mary Ann are on committee and Mary Ann made up summary report – Mary Ann said unaudited version of this report was approved by finance committee. No other questions

**Mary Ann made a motion to accept financial report, seconded by Dave Cruickshank.**

**Motion carried (9-0)**

**Oversight committee** – motion for the responsibility of undertaking the annual performance review of the Executive Director. They are asking for information contained in Personnel file. They will bring back recommendation to board for final approval

Marc has concerns in using previous performance in any given year, if go to previous years for context, no performance should impact present years performance, everything is supposed to be based on that year. Goals and objectives for basic measures. Trustee did it last year. The physical year of 2021 is being appraised. There is no template for how it was done. The board was provided with template quite a while ago. Board approved the template in 2018, trustee used informal method. Need a motion to release anything from personnel file.

**Maryann Coleman made a motion to ask for any documents from 2020 so that oversight committee can review the 2020 documents of personnel file to conduct the performance 2021 review, Karin Boye seconded.**

**Motion carried (9-0)**

**Next meeting will be annual meeting in April, then meetings will be as required.**

**Wayne Wilkins asked if a CEO will be hired in each RSC, he feels this is a waste of money for another layer of government, wanted recorded in minutes. It will be a high price tag \$100-150,000 annually.**

**Questions from the public**

**Frank Jopp** – is annual meeting you may have and will have, a motion to change bylaws to shall be made at a later date. Marc replied it was to re-establish practice. Frank replied it is a key component to public accountability – always did it in past. Look forward to changing bylaws

New CEO is going to be paid for by province? It is required to have an executive director and CEO. Province is hiring and then will be the responsibility of the local board.



Frank suggested letter from Tony Raymond should be read aloud, so it can be part of the minutes.

John advised letter could be obtained through public right to information request.

Frank said it should be Part of minutes then will be on webpage so people can see.

John replied it contained privacy issues.

**Motion to adjourn 7:58pm.**

A handwritten signature in black ink, appearing to be "M. H.", is written above a horizontal line.

Chairperson, RSC8

A handwritten signature in black ink, appearing to be "Paw Kaye", is written above a horizontal line.

Recording Secretary, RSC8