



Regular Board Meeting Minutes

Date: October 24, 2024, 10:00 a.m.
Location: Town of Grand Bay-Westfield
609 River Valley Dr, Grand Bay-Westfield

MEMBERS PRESENT Jim Bedford, Mayor, Fundy St. Martins
Robert Doucet, Mayor, Hampton
Libby O'Hara, Mayor, Quispamsis
Brittany Merrifield, Mayor, Grand Bay-Westfield
Nancy Grant, Mayor, Rothesay
John MacKenzie, Deputy Mayor, Saint John
Ray Riddell, Chair of Fundy Rural District

STAFF Phil Ouellette, CEO, Fundy Regional Service Commission
Cassie Silhanek, Recording Secretary, Fundy Regional Service
Commission

Meeting Minutes of the Board of Directors of Fundy Regional Service Commission.

1. Closed Session

The Board proceeded to Closed Session as prescribed under section 68 of the Local Governance Act, SNB 2017, c 18.

2. Order of Business

2.a Call to Order

Chair Bedford called the meeting to order at 10:22 a.m.

2.b Record of Attendance

It is noted that all Board members are in attendance, with Director Riddell and Director MacKenzie attending virtually.

2.c Approval of Agenda

Chair Bedford called for a motion to approve the October 24, 2024, agenda.

Resolution Number: RM-2024-071

Moved by: Director O'Hara

Seconded by: Director Doucet

THAT the Board approve the October 24, 2024, agenda as presented.

Motion Carried

Amendment:

Resolution Number: RM-2024-072

Moved by: Director O'Hara

Seconded by: Director Doucet

THAT there be an addition of item 8. Moved from Closed added to include the CEO Employment Contract to this agenda and clarification that the budget vote from Closed Session, will be included in item 5.a. 2025 FRSC Budget: Recommendation.

Motion Carried

2.d Approval of Minutes

Chair Bedford called for approval of the minutes.

Resolution Number: RM-2024-073

Moved by: Director Merrifield

Seconded by: Director Doucet

THAT the Board approve the September 27, 2024, meeting minutes as presented.

Motion Carried

2.e Disclosure of Conflict of Interest

Chair Bedford called for acknowledgement of any conflicts of interest, there were none presented.

3. CEO Verbal Update

CEO Ouellette gave a verbal update to the Board including touching on the Summit, newsletter, the next FRSC Board meeting to change from November 28, 2024, which will anticipated to be moved to December 12, 2024. Additionally, CEO Ouellette touched on the ReUse event on Saturday, October 26, 2024, the recent Sustainability Week success, reapplication for the Housing Accelerator Fund, the Canada Public Transit Fund application, and the Environmental Trust Fund application both coming soon.

4. Consent Items

Resolution Number: RM-2024-074

Moved by: Director Merrifield

Seconded by: Director Grant

THAT the Board approve all consent items as presented.

Motion Carried

4.a Pit Permit Bond

Resolution Number: RM-2024-074

Moved by: Director Merrifield

Seconded by: Director Grant

THAT the Board authorize staff to request the issuance of a Letter of Credit from the CIBC bank, valued at \$22,500, to provide security for land rehabilitation of the FRSC pit in favour of the City of Saint John to meet the requirements of a pit permit as per Section 12.4(9)(e) of the City of SJ Zoning Bylaw.

Motion Carried

4.b Planning & Building Inspection Monthly Report

Resolution Number: RM-2024-074

Moved by: Director Merrifield

Seconded by: Director Grant

THAT the Board receive and file the Planning and Building Inspection Monthly Report as presented.

Motion Carried

5. Reports/Presentations

5.a 2025 FRSC Budget: Recommendation

Chair Bedford gave the floor to Director Grant to speak as the Chair of the Regional Facilities Committee on the discussion of the investment to TD Station and its change to the budget, as proposed in her motion.

Chair Bedford gave the floor to CEO Ouellette to review the budget, as presented in the Open Agenda package, with the addition of the most recent motion proposed by Director Grant RM-2024-75 being integrated into the budget, presented to the Board as Budget #6.

An amendment to the staff recommended motion on the final budget was out forward by Director Merrifield, which was clarified on the question.

Director Merrifield retracted her amendment to the budget motion after discussion on the question around the table, with the seconder, Director Doucet, agreeing to the removal of the amendment to the original motion.

Resolution Number: RM-2024-075

Moved by: Director Grant

Seconded by: Director Doucet

THAT the Board approve the addition of \$100,000.00 of expenditure for TD Station that is now integrated in the assumptions of the 2025 FRSC budget.

Motion Carried

Resolution Number: RM-2024-076

Moved by: Director Merrifield

Seconded by: Director Doucet

THAT the Board:

1. Approve the portion of the budget including:
 - a. Solid Waste,
 - b. Electrical Generation,
 - c. Regional Tourism,
 - d. Economic Development,
 - e. Regional Sport, Recreation and Culture Infrastructure, and
 - f. Local Planning.
2. Table that portion of the budget, until November 21, 2024, pending demonstration of the tangible outcomes to be achieved in Fiscal Year 2025 including:
 - a. Cooperative and Regional Planning Service,
 - b. Community Development,
 - c. Regional Transportation, and
 - d. Regional Public safety.
3. That the strategic plan, completed in 2023, be reviewed by the Board, CAOs and Committees to determine its relevancy, effectiveness, and regional needs before June 15, 2025 to ensure the alignment of the budget and strategic plan with regional needs.
And,

4. That the Committees be consulted and engaged in the development of their respective budgets for Budget 2026.

Amendment Withdrawn

Resolution Number: RM-2024-077

Moved by: Director Grant

Seconded by: Director O'Hara

THAT the Board approve the 2025 FRSC operating and capital budget as presented in the final version (Version #6) of the October 24th, 2024, budget.

Against (1): Director Riddell

Voting Threshold: 2/3 majority of members present, plus at least 51% of population represented from members present, Recorded

Motion Carried (6 to 1)

Resolution Number: RM-2024-077

Moved by: Director Merrifield

Seconded by: Director Grant

1. THAT the Board approves the standard operating procedure and salary grid for the FRSC management and trades employee group, and direct CEO Ouellette to uphold its expectations starting in 2025.
2. THAT the Board directs the FRSC to draft a letter to the Minister of Local Government as part of the eventual 2025 Budget submission to the Government of New Brunswick, advocating for the importance of fiscal reform for local governments, rural districts and RSCs, in order to equip and empower the local governance landscape to effectively and sustainably delivery service and outcomes to residents. This letter should also outline the tremendous annual costs associated to FRSC members in the financing of the five legislated regional facilities, and the importance of maximizing the eligibility of the Regional Service Support Fund to help support these expenditures.
3. THAT the Board authorizes Chair Jim Bedford to re-submit and finalize the RSSF Investment Plan, which integrates the new assumptions outlined in the updated version of the 2025 FRSC budget.
4. THAT the Board direct FRSC Staff ensure the strategic plan, completed in 2023, be reviewed by the Board, CAOs and Committees to determine its relevancy, effectiveness, and regional

needs before June 15, 2025 to ensure the alignment of the budget and strategic plan with regional needs.

5. THAT the Board request CEO Ouellette ensure that the Committees be consulted and engaged in the development of their respective budgets for Budget 2026, and future budgets.
6. THAT the Board direct CEO Ouellette to submit a detailed account of costs of the newly mandated services of Cooperative and Regional Planning Service, Community Development, Regional Transportation, and Regional Public Safety, before December 31, 2024.

Against (1): Director Riddell

Motion Carried (6 to 1)

5.b 2024 FRSC Summit

Neil Jacobson presented to the Board on the upcoming 2025 FRSC Regional Summit, being held on November 28, 2024.

For more information please see the audio recording on the website.

Resolution Number: RM-2024-078

Moved by: Director Grant

Seconded by: Director Doucet

THAT the Board receive and file the 2024 FRSC Regional Summit presentation.

Motion Carried

5.c Initial Overview of 2029 Canada Games Resolutions

Andrew Beckett spoke to the Board about the proposed resolutions for the 2029 Canada Games, noting that this review is important for the bid process, and is not going to be voted on today, but anticipates that the vote on these resolutions will come in November or December.

Mr. Beckett noted that a vote from the FRSC Board will suffice for the Canada Games Council, and there will not be a need to engage each council for the resolutions.

Director O'Hara left the meeting at 12:20 p.m. and returned at 12:23 p.m.

For more information on the proposed resolutions and the presentation made by Mr. Beckett, please see the audio recording on the website.

Resolution Number: RM-2024-079

Moved by: Director O'Hara

Seconded by: Director Doucet

THAT the Board receive and file the Initial Overview of 2029 Canada Games Resolutions as presented.

Motion Carried

6. Standing Items

6.a Committee Update - Public Safety Committee

Chair Bedford opened the floor to Graeme Stewart-Robertson, Policy and Research Manager at the FRSC, and team lead of the Regional Public Safety Committee, to give an update on the committee and its future workplan.

Chair Bedford added to Mr. Stewart-Robertson's verbal update by noting the issues surrounding public safety and the tangible outcomes that will be worked towards in the future.

Resolution Number: RM-2024-080

Moved by: Director O'Hara

Seconded by: Director Doucet

THAT the Board receive and file this update.

Motion Carried

6.b Committee Agendas

Resolution Number: RM-2024-081

Moved by: Director Grant

Seconded by: Director O'Hara

THAT the Board receive and file the agendas presented.

Motion Carried

6.b.1 Regional Transportation - September 18, 2024

6.b.2 Community Development - October 18, 2024

7. Correspondence

Resolution Number: RM-2024-082

Moved by: Director Grant

Seconded by: Director MacKenzie

THAT the Board receive and file the correspondence as presented.

Motion Carried

7.a Core Funding to Saint John Arts Centre

Resolution Number: RM-2024-082

Moved by: Director Grant

Seconded by: Director MacKenzie

THAT the Board receive and file the Core Funding to Saint John Arts Centre letter as presented.

Motion Carried

7.b Notice of Restructuring Request

Resolution Number: RM-2024-082

Moved by: Director Grant

Seconded by: Director MacKenzie

THAT the Board receive and file the Notice of Restructuring Request letter as presented.

Motion Carried

8. Moved from Closed

Resolution Number: RM-2024-083

Moved by: Director O'Hara

Seconded by: Director MacKenzie

THAT the FRSC Board of Directors adopt the employment contract with Phil Ouellette as presented to the FRSC Board of Directors on October 24th, 2024.

Against (1): Director Riddell

Motion Carried (6 to 1)

9. Adjournment

Chairperson Bedford called for a motion to adjourn.

Resolution Number: RM-2024-084

Moved by: Director O'Hara

THAT the Board adjourn the October 24, 2024, meeting a 12:34 p.m.

Motion Carried

Jim Bedford, Chairperson

Cassie Silhanek, Recording Secretary

Date