



FINANCE COMMITTEE

DATE: Wednesday, March 13, 2013
PALCE: Quality Inn
Edmundston, NB
Time: 5:00p.m.

MINUTES OF MEETING

1. Call to order

The Chairman, Pierre Michaud, called the meeting to order at 5:00 p.m., he welcomed the members present.

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| Members attending | |
| Mr. Pierre Michaud, President | Mayor of Clair |
| Mr. Carmel St-Amand, Vice-president | Mayor of Saint-Léonard |
| Mr. Luc St-Jarre | Representing the LSD |
| Staff attending | |
| François Picard | General Manager |
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2. Offer of services – Community planning and land-use planning RSC#1 North West

The GM presented the offer of services from Mr. Gérard Belliveau, general manager of the Memramcook Institute's *Centre d'excellence en gouvernance locale*.

After discussion, it was decided to add Mr. Doris Blanchard to the list of persons who met with Mr. Gérard Belliveau.

The cost of the study is \$10,249.50 and the GM said that he had already requested funding from the Department of the Environment and Local Government.

Mr. Luc St-Jarre and Mr. Carmel St-Amand recommended that we continue approaches to the province to obtain the needed funding and send the offer of services to the members of RSC#1 North West for a final review at the Board meeting on March 27, 2013.

3. Authorization for purchases

It is recommended by Mr. Carmel St-Amand and Mr. Luc St-Jarre to request a motion from the Board of Directors of RSC#1 North West authorizing the GM to make purchases of under \$10,000. Mr. Carmel St-Amand and Mr. Luc St-Jarre recommend to request a motion from the Board of Directors of RSC#1 North West authorizing the Finance Committee to make purchases of under \$100,000 in cases of extraordinary emergency.

4. Integration and functioning of requests for community planning service

The GM reported on the work done to standardize planning services.

To make sure that the forms are the same and that data is gathered uniformly and processed in the same way, as well as to manage the various reports (activity, construction, subdivision, compliance, etc.), and to buy and install the programs File maker 12 and FM Server at a cost of \$3,869. Given how long installation will take, Mr. Carmel St-Amand and Mr. Luc St-Jarre recommended taking the necessary steps to install and purchase the equipment.

5. Review of the solid waste management services budget

The GM and the manager of solid waste management services met twice to review the budget sent to the interim Board of Directors in the fall of 2012.

The review was essentially based on the budgets for the last three years and consisted of reallocating budget items. The total budget for the 2013 fiscal year is unchanged.

The Finance Committee recommended that the modifications be accepted and the budget be presented for adoption by the Board of Directors of RSC#1 North West at the March 27, 2013, meeting.

6. Adjournment

The meeting was adjourned at 7:30 p.m. by the president.

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PIERRE MICHAUD,
President.

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FRANÇOIS PICARD,
General Manager.